



PUBLIC DISCLOSURE STATEMENT

CBRE PTY LTD

ORGANISATION CERTIFICATION

CY2021

Australian Government
Climate Active
Public Disclosure Statement



An Australian Government Initiative



NAME OF CERTIFIED ENTITY	CBRE Pty Ltd
REPORTING PERIOD	1 January 2021 – 31 December 2021 Arrears Report
DECLARATION	<p><i>To the best of my knowledge, the information provided in this public disclosure statement is true and correct and meets the requirements of the Climate Active Carbon Neutral Standard.</i></p> <p><i>Su-Fern Tan</i></p>
	Su-Fern Tan Head of ESG, CBRE Pacific 01/11/2022



Australian Government
**Department of Industry, Science,
Energy and Resources**

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Version March 2022. To be used for FY20/21/CY2021 reporting onwards.



1. CERTIFICATION SUMMARY

TOTAL EMISSIONS OFFSET	2,391 tCO ₂ -e
OFFSETS BOUGHT	2,391 tCO ₂ -e (78% CERs, 12% ACCUs, 10% VCUs)
RENEWABLE ELECTRICITY	65.39%
TECHNICAL ASSESSMENT	Date: 01/09/2022 Assessor Name: Alexander Stathakis Organisation: Conversio Next technical assessment due: 2025

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2. CARBON NEUTRAL INFORMATION

Description of certification

CBRE Pty Ltd Australian operations

Organisation description

CBRE Group, Inc. (NYSE: CBG), a Fortune 500 and S&P 500 company headquartered in Los Angeles, is the world's largest commercial real estate services and investment firm (in terms of 2012 revenue). The Company has approximately 37,000 employees (excluding affiliates), and serves real estate owners, investors, and occupiers through more than 300 offices (excluding affiliates) worldwide. CBRE offers strategic advice and execution for property sales and leasing; corporate services; property, facilities, and project management; mortgage banking; appraisal and valuation; development services; investment management; and research and consulting. Please visit our website at www.cbre.com.

CBRE Group, Inc manages a global business through several regions. The Pacific region consists of Australia and New Zealand and is managed from a head office in Sydney, Australia. Sustainability and carbon issues for the Pacific are managed by a regional Head of Sustainability (Pacific) who communicates regularly with the global CBRE Sustainability Steering Committee and various practice groups.

CBRE does not own any property, in the Pacific region. It is a tenant in many locations across Australia and New Zealand. The footprint in this paper is regarding the tenancies that CBRE occupies in the Pacific region, not the properties which we manage for clients. Carbon neutral certification licencing is for CBRE Pty Limited (ABN 57 057 373 574).

CBRE Pty Ltd have defined the organisational boundary according to the NGER Act 2007, based on facilities under operational control within the Australian geographic boundary. CBRE's Australian business consists of wholly owned businesses with several "Pty Ltd" companies reporting up to one central management structure. The organisation boundary consists of facilities controlled by CBRE Pty Limited and its Related Bodies Corporate comprising of CBRE (V) Pty Limited (ABN 15 083 694 357), CBRE (C) Pty Limited (ABN 64 003 205 552), CBRE (GCS) Pty Limited (ABN 13 127 372 329) and CBRE (RP) Pty Limited (ABN 92 127 174 207). All Australian offices (14 in total) are included in this reporting. See Appendix A for a full list of Australian offices.

"CBRE aims to achieve ambitious carbon reduction targets to remain industry leaders and influence practices of our clients.

We became the first commercial real estate services firm in Australia to achieve National Carbon Offset Standard certification in 2011 and we have continued to maintain carbon neutral status every year since."

3. EMISSIONS BOUNDARY

Inside the emissions boundary

All emission sources listed in the emissions boundary are part of the carbon neutral claim.

Quantified emissions have been assessed as relevant and are quantified in the carbon inventory. This may include emissions that are not identified as arising due to the operations of the certified entity, however, are **optionally included**.

Non-quantified emissions have been assessed as relevant and are captured within the emissions boundary but are not measured (quantified) in the carbon inventory. All material emissions are accounted for through an uplift factor. Further detail is available at Appendix C.

Outside the emissions boundary

Excluded emissions are those that have been assessed as not relevant to an organisation's or precinct's operations and are outside of its emissions boundary or are outside of the scope of the certification. These emissions are not part of the carbon neutral claim. Further detail is available at Appendix D.

Inside emissions boundary		Outside emission boundary
<u>Quantified</u>	<u>Non-quantified</u>	<u>Excluded</u>
Business travel (flights)	Refrigerant Leaks	<u>N/A</u>
Business travel (taxi and rideshare)	Cleaning services	
Electricity (kWh)	Catering	
Waste (tonnes)	Water	
Base building (bespoke)	Employee commuting	
Working from home		
Office supplies (paper, stationary and general equipment)		
Cleaning supplies (general)		
Food (beverages and snacks)		

Data management plan for non-quantified sources

We applied an uplift factor of 10% for employee commuting and 5% for partial Scope 3 emissions data that is not currently easily accessible (other purchased goods & services not quantified). Actual data will be collected for employee commuting habits by 2025 and a review is underway to review financial data.

4. EMISSIONS REDUCTIONS

Emissions reduction strategy

CBRE Emissions Reduction Strategy (2035 Target)

Greenhouse gas emissions and energy consumption are important for CBRE to manage and mitigate across its operations. We aim to achieve ambitious carbon reduction targets to remain industry leaders, while also influencing the practices of our clients.

Globally, CBRE has committed to reducing Scope 1 and Scope 2 greenhouse gas emissions by 68% by 2035, from a base year of 2019¹. This ambitious goal, which goes over and above other industry targets, is aligned to the United Nations' Paris Agreement to limit the global temperature rise to 1.5 degrees Celsius. CBRE is also committed to achieving 100% renewable electricity by 2025, which includes a company-wide transition to electric vehicles.

CBRE Net Zero Strategy (2040 Target)

CBRE Group, Inc. (NYSE: CBRE) announced its commitment to achieve net zero carbon emissions by 2040 on 20 September 2021². This commitment encompasses carbon emissions from CBRE's own operations and the properties it manages for investors and occupiers, as well as indirect supply chain emissions.

As a part of its 2040 net-zero emissions strategy, CBRE signed The Climate Pledge, a commitment to achieving net-zero carbon 10 years ahead of the goal stated in the Paris Agreement. The Climate Pledge, co-founded by Amazon and Global Optimism, forms a cross-sector community of companies and organizations committed to net zero carbon by 2040, working together to take action to address the climate crisis and solve the challenges of decarbonizing our economy.

CBRE 100% Renewable Electricity

Electricity consumption from CBRE's Australian operations contributes up to 20% of our overall emissions each year. To counteract these greenhouse gas emissions, CBRE has committed to a 100% renewable energy contract with Red Energy¹. Red Energy, the Australian owner and operator of Snowy Hydro, maintains the Snowy Mountains Hydroelectric Scheme. Our partnership with clean hydroelectricity is aligned with CBRE's science-based target aspirations to reduce scope 2 greenhouse gas emissions, which are released from the indirect consumption of an energy commodity. CBRE's Australian offices join several in Europe and the UK that are supplied by 100% renewable electricity.

CBRE is also committed to achieving 100% renewable electricity by 2025, which includes a company-wide transition to electric vehicles.

¹ CBRE Pacific CSR Report 2020-21 https://www.cbre.com.au/-/media/images/asia-pacific/australia/2021/esg/pacific-csr-report-2020_2021_final.pdf

² CBRE Commits to Net Zero By 2040 <https://www.cbre.com/press-releases/cbre-commits-to-net-zero-by-2040>

CBRE Sustainable IT programme

CBRE Pacific has developed a multi-faceted programme to enhance energy efficiency and reduce emissions across the Pacific operations. The programme has been developed to achieve reductions across Scope 2 (Electricity) and Scope 3 (Paper purchased for office use) emissions and involves the introduction of new equipment and centralised changes to IT protocols and works alongside education programmes to influence employee behaviours.

- New energy efficient multi-function devices (MFD's) have been introduced to all major CBRE offices, as planned, to replace old, inefficient printers and copiers with new devices that print, scan, copy and fax.
- "On-demand printing" has been rolled out for multi-function devices across Australia. This initiative necessitates attendance at the printing device when employees are ready to collect the print job – reducing paper wastage due to mislaid printing.
- The virtual fax service was rolled out in major offices across Australia. Faxes are received electronically at a central point then distributed by email. "Spam" faxes can be discarded without printing. This initiative will reduce paper usage and energy consumption and has allowed the retirement of 5 machines in Sydney office, expected to increase to approximately 30 across Australia.

This programme is designed to achieve emissions reductions through:

- reduction of energy consumption, reducing scope 2 emissions
- reduction in air travel, reducing scope 3 emissions.
- reduction in paper use, reducing scope 3 emissions

We have been monitoring the air travel closely and encourage the following to help reduce the air travel emissions by next reporting period:

- Adhere to pre-trip approval processes
- Review corporate travel policies to minimise business travel where possible
- Use Zoom (a virtual meeting technology) to communicate, conduct meetings to help reduce interstate travel where possible.

CBRE Sustainability education and awareness programme

CBRE Sustainability is working across all areas of the business to raise awareness of climate change, the opportunities to reduce our corporate environmental footprint and how we can assist our clients to reduce their impacts. The Sustainable IT and Energy Efficiency programmes are backed up with continuing education to encourage resource efficiency (paper minimisation, energy minimisation) and recycling to reduce waste going to landfill.

We have a series of online training packages were developed to inform our people of what sustainability is, what their personal responsibilities are and how they can assist clients in achieving sustainability improvements. These online packages have continued to be improved and utilised by employees. The L&D programme utilises the following elements:

- CBRE Sustainability Commitments (in place, including performance targets)
- Sustainability intranet site (updated regularly)
- Annual sustainability engagement event focussed on increasing awareness of energy, resource and emissions reduction activities, health and well-being- Wellness Week
- “Poster” campaigns for all staff
- Education and assistance for Office Managers to drive improvement in the workplace
- Company-wide sustainability updates & newsletters
- CEO endorsement of sustainability initiatives through internal communications channels
- Executive level updates on initiatives and performance across energy, emissions and paper usage
- Executive level updates on project proposals, ongoing monitoring and return on investment analysis

This programme is designed to achieve emissions reductions through:

- reduction of energy consumption, reducing scope 2 emissions
- reduction in paper use, reducing scope 3 emissions
- increase in recycling and reduction in waste to landfill, reducing scope 3 emissions

Emissions reduction actions

CBRE has committed to a 100% renewable energy contract with Red Energy in 2020. Red Energy, the Australian owner and operator of Snowy Hydro, maintains the Snowy Mountains Hydroelectric Scheme. The renewable energy contract covers a large percentage of the Scope 2 electricity emissions from CBRE offices with the remainder to be brought into the contract by 2025. This action has reduced Scope 2 emissions by 450 tCO₂-e in CY2021 (comparing market-based reporting to location-based reporting).

5. EMISSIONS SUMMARY

Emissions over time

Emissions since base year		Total tCO ₂ -e
Base year:	Calendar Year 2010	3,732
Year 1:	Calendar Year 2011	3,540.73
Year 2:	Calendar Year 2012	3,299.85
Year 3:	Calendar Year 2013	2,913
Year 4:	Calendar Year 2014	2,880
Year 5:	Calendar Year 2015	3,253.89
Year 6:	Calendar Year 2016	3,528.26
Year 7:	Calendar Year 2017	4,010.25
Year 8:	Calendar Year 2018	7,456.56
Year 9:	Calendar Year 2019	6,936
Year 10:	Calendar Year 2020	2,402
Year 11:	Calendar Year 2021	2,391

Significant changes in emissions

Emissions have decreased approximately 0.5% in CY21. This reflects the continued effects of the COVID-19 pandemic and reduction from the renewable electricity contract with RedEnergy. Business travel emissions continue to be suppressed from usual activity.

A review of emissions was performed for this inventory with the result of additional actual data identified for base building, business travel (excluding flights), office supplies, food and cleaning supplies resulting in an increase in Scope 3 emissions. Working from home emissions estimates from the Climate Active calculator was also included. These additions have offset the reduction in emissions from additional renewable electricity purchased and pandemic effects. CBRE continues to improve Scope 3 emissions data collection and emissions boundary assessments annually to ensure our boundaries are true and accurate.

CBRE no longer owns any vehicles hence scope 1 fuel consumption from vehicle fleet is not included.

Emission source name	Current year tCO ₂ -e	Previous year tCO ₂ -e	Detailed reason for change
Scope 2: Purchased electricity	358.66	786.98	Reduction in electricity emissions due to RedEnergy renewable energy contract as well as reduction in electricity usage
Scope 3: Business travel – air (direct and indirect)	536.11	652.24	Continued reduction in air travel due to COVID-19 pandemic and Australian border closures (state-based and international)

Scope 3: Business travel – taxi and rideshare	18.13	0	Additional data retrieved for taxi and rideshare spend.
Scope 3: Office supplies (paper, stationary and general equipment)	17.48	89.69	CY20 data was based on estimated tonnage which included carbon neutral paper while CY21 data is based on actual spend excluding carbon neutral paper spend (which is approximately half of total CY21 paper spend). The more accurate data resulted in a marked reduction.
Scope 3: Cleaning supplies (general)	5.89	0	Additional spend data retrieved for cleaning supplies.
Scope 3: Working from home	384.34	0	Estimates from state-based headcounts and assumption of 30% of entire workforce working from home from all states across the year.
Scope 3: Food (beverages and snacks)	32.13	0	Additional spend data retrieved for food.
Scope 3: Waste	33.49	559.79	CY20 data was modelled based on old waste data, leased area and emissions factors from 3 offices while CY21 data is based on actual waste data and leased area from 5 offices. The more accurate data reduced errors and resulted in a marked reduction.
Scope 3: Base building emissions (bespoke) – proportion attributable to CBRE's occupancy	692.76	0	Data was not available for CY20 and assumed to be immaterial but updated bespoke model was created based on current NABERS base building energy ratings for CY21.

Use of Climate Active carbon neutral products and services

No Climate Active carbon neutral products and services were used.

Organisation emissions summary

The electricity summary is available in the Appendix B. Electricity emissions were calculated using a market-based approach.

Emission category	Sum of Scope 1 (tCO ₂ -e)	Sum of Scope 2 (tCO ₂ -e)	Sum of Scope 3 (tCO ₂ -e)	Sum of total emissions (tCO ₂ -e)
Accommodation and facilities	0	0	0	0
Air transport (fuel)	0	0	0	0
Air transport (km)	0	0	536.11	536.11
Bespoke (upstream leased assets)	0	0	692.76	692.76
Carbon neutral products and services	0	0	0	0
Cleaning and chemicals	0	0	5.89	5.89
Construction materials and services	0	0	0	0
Electricity	0	358.66	0	358.66
Food	0	0	32.13	32.13
Horticulture and agriculture	0	0	0	0
ICT services and equipment	0	0	0	0
Land and sea transport (fuel)	0	0	0	0
Land and sea transport (km)	0	0	19.91	19.91
Machinery and vehicles	0	0	0	0
Office equipment & supplies	0	0	17.48	17.48
Postage, courier and freight	0	0	0	0
Products	0	0	0	0
Professional services	0	0	0	0
Refrigerants	0	0	0	0
Roads and landscape	0	0	0	0
Stationary energy	0	0	0	0
Waste	0	0	31.25	31.25
Water	0	0	0	0
Working from home	0	0	384.34	384.34
Total	0	358.66	1719.88	2078.53

Uplift factors

An uplift factor is an upwards adjustment to the total carbon inventory to account for relevant emissions, which can't be reasonably quantified or estimated. This conservative accounting approach helps ensure the integrity of the carbon neutral claim.

Reason for uplift factor	tCO ₂ -e
Uplift for non-quantified employee commuting emissions	207.9
Uplift for partial Scope 3 emissions data that is not currently easily accessible (other purchased goods & services not quantified)	103.9
Total of all uplift factors	311.8
Total footprint to offset <i>(total net emissions from summary table + total uplifts)</i>	2,391

6. CARBON OFFSETS

Offsets retirement approach

In arrears	
1. Total number of eligible offsets banked from last year's report	52
2. Total emissions footprint to offset for this report	2,391
3. Total eligible offsets required for this report	2,339
4. Total eligible offsets purchased and retired for this report	2,391
5. Total eligible offsets banked to use toward next year's report	52

Co-benefits

CBRE Australia has purchased a mix of carbon offset certificates including Australian Carbon Credit Units (ACCU), Certified Emissions Reduction (CER) Units and Verified Carbon Units (VCU) supporting both local and international projects. These certificates were purchased after accounting for CBRE's emissions reduction strategy, to offset the remaining emissions. In choosing the projects, we have considered our role in supporting both local and global communities and the associated co-benefits of the individual projects. We have selected projects for their environmental, social, and economic benefits to the community and their alignment with the United Nations Sustainable Development Goals (SDGs).

Project: Bringing Bush Back - Australia

Location: New South Wales and Queensland, Australia

Located in New South Wales and Queensland, these carbon farming projects work with landholders to regenerate and protect native vegetation. The projects help improve marginal land, reduce salinity and erosion, and provide income to farmers. Widespread land clearing has significantly impacted local ecosystems. This degradation and loss of plant species threatens the food and habitat on which other native species rely. Clearing allows weeds and invasive animals to spread, affects greenhouse gas emissions and leads to soil erosion and salinity.

The projects areas can harbour several indigenous plant species which provide important habitat and nutrients for native wildlife. By erecting fencing and actively managing invasive species, the projects avoid emissions caused by clearing and achieve key environmental and biodiversity benefits.

The project supports or contributes to the following Sustainable Development Goals:



Project: Winds of Change - India

Location: India

Across India, wind farms introduce clean energy to the grid which would otherwise be generated by coal-fired power stations. Wind power is clean in two ways: it produces no emissions and avoids the local air pollutants associated with fossil fuels. Electricity availability in the regions have been improved, reducing the occurrence of blackouts across the area.

The projects support national energy security and strengthen rural electrification coverage. In constructing the turbines, new roads were built, improving accessibility for locals. The boost in local employment by people engaged as engineers, maintenance technicians, 24-hour on-site operators and security guards also boosts local economies and village services.

Project: Rainforest Rescue

Location: Peru

Projects across South America, Oceania and Africa protect millions of hectares of native forests which secure wildlife habitat and support local communities. For example, projects across Peru protect large, intact expanse of rainforest that would otherwise be cleared, preventing the release of millions of tonnes of greenhouse gas emissions each year. Protecting the forests secures the carbon stored within the organic matter.

These projects diversify landholder income and put a value on retaining the forests by supporting sustainable agroforestry including cocoa and coffee production. In addition to reducing emissions, protecting rainforests secures vital habitat for millions of endemic and endangered rainforest species of animals and plants.

The projects above support or contribute to the following Sustainable Development Goals:



Eligible offsets retirement summary

Offsets cancelled for Climate Active Carbon Neutral Certification											
Project description	Type of offset units	Registry	Date retired	Serial number (and hyperlink to registry transaction record)	Vintage	Stapled quantity	Eligible quantity (tCO ₂ -e)	Eligible quantity used for previous reporting periods	Eligible quantity banked for future reporting periods	Eligible quantity used for this reporting period	Percentage of total (%)
Winds of Change – India (CER-IND-Wind Energy Andhra Pradesh)	CERs	ANREU	18 Mar 2022	241.025.024-241.027.417	CP2	0	52	2,342	0	52	2%
CER-IND-Wind Energy Andhra Pradesh (CER5921)	CERs	ANREU	31 Aug 2022	241.053.306 - 241.055.170	CP2	0	1,865	0	52	1,813	76%
KACCU-AUS-Turra Forest Project (ERF103081)	ACCUs	ANREU	31 Aug 2022	8,324,988,286 - 8,324,988,572	2020-21	0	287	0	0	287	12%
VCS-PER-Cordillera Azul National Park REDD (VCS985)	VCUs	VERRA	31 Aug 2022	10141.187334053.187334291 VCS VCU 263 VER PE 14 985 08082014.07082015.1	2015	0	239	0	0	239	10%
Total offsets retired this report and used in this report										2,391	
Total offsets retired this report and banked for future reports									52		

Type of offset units	Quantity (used for this reporting period claim)	Percentage of total
Australian Carbon Credit Units (ACCUs)	287	12%
Certified Emissions Reductions (CERs)	1,865	78%
Verified Carbon Units (VCUs)	239	10%

7. RENEWABLE ENERGY CERTIFICATE (REC) SUMMARY

Renewable Energy Certificate (REC) summary

N/A

APPENDIX A: ADDITIONAL INFORMATION

List of CBRE's Australian offices included in this reporting:

State	City	Address
ACT	Canberra	Level 4, 2 Constitution Avenue, Canberra, ACT 2601
VIC	Melbourne	Level 33 & 34, 8 Exhibition Street, Melbourne, VIC 3000
VIC	Melbourne	161 Little Bourke Street, Melbourne, VIC 3000
NSW	Sydney	Levels 19, 20 & 21, 363 George Street, Sydney, NSW 2000
NSW	Botany	2B, 2-12 Lord Street, Botany, NSW 2019
NSW	Parramatta	Ground Floor & Level 5, 10-14 Smith St, Parramatta, NSW 2150
NSW	North Sydney	Level 29, 177 Pacific Highway, North Sydney NSW 2060
QLD	Brisbane	Level 2 & 3, Waterfront Place, 1 Eagle Street, Brisbane, QLD 4000
QLD	Cairns	Level 1, Village Lane, 20 Lake Street, Cairns, QLD 4870
QLD	Gold Coast	Level 18, 50 Cavill Avenue, Surfers Paradise, QLD 4217
QLD	Logan	Level 5, 3350 Pacific Highway, Springwood, QLD 4127
QLD	Sunshine Coast	Level 1, 17 Duporth Avenue, Maroochydore, QLD 4558
SA	Adelaide	Level 5, 151 Pirie Street, Adelaide, SA 5000
WA	Perth	Level 25, 250 St Georges Terrace, Perth, WA 6000

APPENDIX B: ELECTRICITY SUMMARY

Electricity emissions are calculated using a market-based approach

Location-based method

The location-based method provides a picture of a business's electricity emissions in the context of its location, and the emissions intensity of the electricity grid it relies on. It reflects the average emissions intensity of the electricity grid in the location (State) in which energy consumption occurs. The location-based method does not allow for any claims of renewable electricity from grid-imported electricity usage.

Market-based method

The market-based method provides a picture of a business's electricity emissions in the context of its renewable energy investments. It reflects the emissions intensity of different electricity products, markets and investments. It uses a residual mix factor (RMF) to allow for unique claims on the zero emissions attribute of renewables without double-counting.

Market Based Approach Summary			
Market Based Approach	Activity Data (kWh)	Emissions (kgCO ₂ e)	Renewable Percentage of total
Behind the meter consumption of electricity generated	0	0	0
Total non-grid electricity	0	0	0
LGC Purchased and retired (kWh) (including PPAs & Precinct LGCs)	0	0	0
GreenPower	460,025	0	44%
Jurisdictional renewables (LGCs retired)	28,320	0	3%
Jurisdictional renewables (LRET) (applied to ACT grid electricity)	6,446	0	1%
Large Scale Renewable Energy Target (applied to grid electricity only)	186,792	0	18%
Residual Electricity	360,692	358,655	0
Total grid electricity	1,042,275	358,655	65%
Total Electricity Consumed (grid + non grid)	1,042,275	358,655	0
Electricity renewables	681,583	0	
Residual Electricity	360,692	358,655	
Exported on-site generated electricity	0	0	
Emissions (kgCO ₂ e)		358,655	
Total renewables (grid and non-grid)	65.39%		
Mandatory	21.26%		
Voluntary	44.14%		
Behind the meter	0		
Residual Electricity Emission Footprint (TCO₂e)	359		
<i>Figures may not sum due to rounding. Renewable percentage can be above 100%</i>			
<i>Voluntary includes LGCs retired by the ACT (MWh)</i>	28		

Location Based Approach Summary

Location Based Approach	Activity Data (kWh)	Scope 2 Emissions (kgCO ₂ e)	Scope 3 Emissions (kgCO ₂ e)
ACT	34,766	27,117	2,434
NSW	406,035	316,707	28,422
SA	46,379	13,914	3,247
Vic	173,459	157,848	17,346
Qld	287,867	230,293	34,544
NT	0	0	0
WA	93,771	62,826	938
Tas	0	0	0
Grid electricity (scope 2 and 3)	1,042,275	808,705	86,930
ACT	0	0	0
NSW	0	0	0
SA	0	0	0
Vic	0	0	0
Qld	0	0	0
NT	0	0	0
WA	0	0	0
Tas	0	0	0
Non-grid electricity (Behind the meter)	0	0	0
Total Electricity Consumed	1,042,275	808,705	86,930
Emission Footprint (TCO₂e)	896		
<i>Scope 2 Emissions (TCO₂e)</i>	809		
<i>Scope 3 Emissions (TCO₂e)</i>	87		

Climate Active Carbon Neutral Electricity summary

Carbon Neutral electricity offset by Climate Active Product	Activity Data (kWh)	Emissions (kgCO ₂ e)
N/A	0	0

Climate Active carbon neutral electricity is not renewable electricity. The emissions have been offset by another Climate Active member through their Product certification.

APPENDIX C: INSIDE EMISSIONS BOUNDARY

Non-quantified emission sources

The following sources emissions have been assessed as relevant, are captured within the emissions boundary, but are not measured (quantified) in the carbon inventory. These emissions are accounted for through an uplift factor. They have been non-quantified due to one of the following reasons:

1. **Immaterial** <1% for individual items and no more than 5% collectively
2. **Cost effective** Quantification is not cost effective relative to the size of the emission but uplift applied.
3. **Data unavailable** Data is unavailable but uplift applied. A data management plan must be put in place to provide data within 5 years.
4. **Maintenance** Initial emissions non-quantified but repairs and replacements quantified.

Relevant-non-quantified emission sources	(1) Immaterial	(2) Cost effective (but uplift applied)	(3) Data unavailable (but uplift applied & data plan in place)	(4) Maintenance
Refrigerant Leaks	Yes	No	No	No
Cleaning services	Yes	No	No	No
Catering	Yes	No	No	No
Water	Yes	No	No	No
Employee commuting	No	No	Yes	No

Scope	Relevant-non-quantified emission sources	Justification for non-quantification
3	Refrigerant Leaks	Data not available and CBRE only occupies a small proportion of the building. Therefore, emissions from refrigerant leaks would be minimal.
3	Cleaning services	Data is difficult to gather and makes a minimal impact to total emissions.
3	Catering	Difficult to capture accurate data and materiality of the overall impact is minimal. Staff would consume these items even if not on the premises.
3	Water	Data is difficult to gather and makes a minimal impact to total emissions.
3	Employee commuting	It was difficult to gather accurate data as there are several factors to be captured such as employee commuting habits, significant car-pooling system, amount of energy used from teleworking etc. There has been a high percentage of working from home time in Calendar Year 2021 but difficulty of estimating the breakdown resulted in it being more difficult. A data management plan will be put in place to provide data within 5 years.

APPENDIX D: OUTSIDE EMISSIONS BOUNDARY

Excluded emission sources

The below emission sources have been assessed as not relevant to an organisation's or precinct's operations and are outside of its emissions boundary. These emissions are not part of the carbon neutral claim. Emission sources considered for relevance must be included within the certification boundary if they meet two of the five relevance criteria. Those which only meet one condition of the relevance test can be excluded from the certification boundary.

Emissions tested for relevance are detailed below against each of the following criteria:

1. **Size** The emissions from a particular source are likely to be large relative to the organisation's electricity, stationary energy and fuel emissions
2. **Influence** The responsible entity has the potential to influence the reduction of emissions from a particular source.
3. **Risk** The emissions from a particular source contribute to the organisation's greenhouse gas risk exposure.
4. **Stakeholders** Key stakeholders deem the emissions from a particular source are relevant.
5. **Outsourcing** The emissions are from outsourced activities previously undertaken within the organisation's boundary, or from outsourced activities typically undertaken within the boundary for comparable organisations.

Emission sources tested for relevance	(1) Size	(2) Influence	(3) Risk	(4) Stakeholders	(5) Outsourcing	Included in boundary?
N/A						



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