



# **PUBLIC DISCLOSURE STATEMENT**

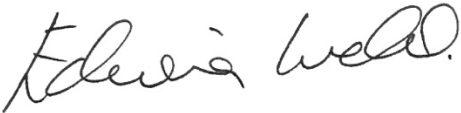
**BASTION AGENCY GLOBAL PTY LTD  
ORGANISATION CERTIFICATION  
CY2021**

Australian Government  
**Climate Active**  
**Public Disclosure Statement**



An Australian Government Initiative



NAME OF CERTIFIED ENTITY	Bastion Agency Global Pty Ltd
REPORTING PERIOD	Calendar year 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>Edwina Webb GM People + Culture Date: 15 November 2022</p>



**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	1162 tCO <sub>2</sub> -e
OFFSETS BOUGHT	100% VCU
RENEWABLE ELECTRICITY	N/A
TECHNICAL ASSESSMENT	10/11/2022 Maria Angelica Arteaga Jaime Pangolin Associates Next technical assessment due: 10/11/2025
THIRD PARTY VALIDATION	Type 1 26/07/2022 Katherine Simmons <i>KREA Consulting Pty Ltd</i>

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## 2. CARBON NEUTRAL INFORMATION

### Description of certification

This inventory has been prepared for the calendar year from 1 January 2021 to 31 December 2021 and covers the Australian business operations of Bastion Agency Global, ABN 21 652 286 407.

The operational boundary has been defined based on an operational control test, in accordance with the principles of the National Greenhouse and Energy Reporting Act 2007. This excludes any international offices and this includes the following locations and facilities:

- Level 2, 862-874 Elizabeth St, Waterloo, NSW 2017
- 14-18 Cremorne St, Richmond, VIC 3121

The methods used for collating data, performing calculations, and presenting the carbon account are in accordance with the following standards:

- Climate Active Standards
- The Greenhouse Gas Protocol: A Corporate Accounting and Reporting Standard (Revised Edition)
- National Greenhouse and Energy Reporting (Measurement) Determination 2008

Where possible, the calculation methodologies and emission factors used in this inventory are derived from the National Greenhouse Accounts (NGA) Factors in accordance with "Method 1" from the National Greenhouse and Energy Reporting (Measurement) Determination 2008.

The greenhouse gases considered within the inventory are those that are commonly reported under the Kyoto Protocol; carbon dioxide (CO<sub>2</sub>), methane (CH<sub>4</sub>), nitrous oxide (N<sub>2</sub>O) and synthetic gases - hydrofluorocarbons (HFCs), perfluorocarbons (PFCs) sulphur hexafluoride (SF<sub>6</sub>) and nitrogen trifluoride (NF<sub>3</sub>). These have been expressed as carbon dioxide equivalents (CO<sub>2</sub>-e) using relative global warming potentials (GWPs).

### Organisation description

Bastion Agency Group is an independently owned Marketing and Communications business consisting of 10 business divisions all offering specialist communication solutions – including PR, Corporate Communications, Sponsorship and Events, Creative, Content, Research Data and Insights, Digital Transformation. For over a decade, we have built Bastion to be the Agency for the new world. An Agency that thinks wide across every communications discipline and delivers deep expertise within every service we provide.

*“The planet is in a climate crisis and we are all responsible for taking action to minimise our impact on the environment.*”

*It is on all of us to think about how our actions impact our surroundings – both in the home and workplace.”*

We are Australia's largest Independent Agency network and have 180 permanent staff across Melbourne and Sydney. The Bastion offices are located at Level 2, 862-874 Elizabeth St, Sydney 2017 NSW, and 14-18 Cremorne St, Melbourne 3121 VIC. Bastion Collective Australia Pty Ltd - ABN: 64 637 830 589 and AU Bastion Pty Ltd – ABN: 21 652 286 407

Bastion Agency Global Pty Ltd- ABN: 32 654 237 304

## 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
<p><b><u>Quantified</u></b></p> <ul style="list-style-type: none"> <li>Accommodation and facilities</li> <li>Cleaning and Chemicals</li> <li>Electricity</li> <li>Food</li> <li>ICT services and equipment</li> <li>Office equipment &amp; supplies</li> <li>Postage, courier, and freight</li> <li>Refrigerants</li> <li>Stationary Energy (gaseous fuels)</li> <li>Transport (Air)</li> <li>Transport (Land and Sea)</li> <li>Waste</li> <li>Water</li> <li>Working from home</li> </ul>	<p><b><u>Non-quantified</u></b></p> <ul style="list-style-type: none"> <li>N/A</li> </ul>	<p><b><u>Excluded</u></b></p> <ul style="list-style-type: none"> <li>International Offices</li> </ul>

**Data management plan for non-quantified sources**

There are no non-quantified sources in the emission boundary that require a data management plan.

# 4. EMISSIONS REDUCTIONS

## Emissions reduction strategy

In 2022, Bastion's embarked on our mission to become certified Carbon Neutral by the end of 2024, with a view to reducing our emissions by at least 30% in the next 12 months.

Our emissions reduction strategy identifies the measures that will be taken in the next 12 months. These initiatives include the following and focus on both better procurement of sustainable products in addition to changing staff behaviours:

### Energy Providers

- Changing for our Melbourne energy provider to be 100% carbon neutral, from 1 September 2022. This should result in a reduction of 145.4 tonnes per year.
- We are currently working with our Sydney Landlord, to negotiate a change in Energy providers, which if successful would see a total reduction across both our Sydney and Melbourne offices of 70%.

### Offsetting our Air Travel

- Reducing air travel across the Bastion Group is always a consideration, but not always achievable given the growth in the business and the location of our clients across the group, however we have changed travel providers, and now book all our travel through MTA. We have agreed with MTA, that all booked air travel must be accompanied by Carbon Offset Credits, which should reduce our emissions by 65.9 tCO<sub>2</sub>-e.
- Unless there is a specific reason for a long-haul business class airfare, all business travel is to be in economy class.

### Commuting

- Initiate 3 x Commuting Initiatives per year – encouraging staff to walk, ride or carpool to work. While this will have a minimal impact on our actual commuting emissions (3% of total), it will go a long way on staff education and awareness.

### Waste Management

- In the past year we had a significant clean out of our Melbourne office which may have inflated our landfill waste costs for the reporting period. In addition to this we have introduced waste recycling and composting across both offices, which should reduce waste by 20%.

### Supply and service partners

- Bastion is continually reviewing our supply and service partners to ensure they align with our emissions strategy.

### IT

Whilst IT we continue to invest in new IT equipment which may not result in an immediate reduction in IT emissions in the next 12 months, Bastion have implemented IT strategies to ensure we are more environmentally proactive including:

- All packaging is sorted into recyclables and not recyclables and disposed of appropriately.
- All computing devices that are no longer suitable for business requirements will be offered to staff first, and any leftover items are sent to e-waste.
- Computing equipment such as notebooks, desktops, servers, printers, and other always on devices are configured to reduce power consumption when not in use.
- Server room air-conditioning is maintained at ~ 23 degrees Celsius
- Non essential equipment is turned off when not in use.



## 5. EMISSIONS SUMMARY

### Use of Climate Active carbon neutral products and services

This assessment and Climate Active submission was prepared with the assistance of [Pangolin Associates](#) and these services are also carbon neutral.

### Organisation emissions summary

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

Emission category	Sum of total emissions (tCO <sub>2</sub> -e)
Accommodation and facilities	4.5
Cleaning and Chemicals	7.5
Climate Active Carbon Neutral Products and Services	0.00
Electricity	911.0
Food	3.4
ICT services and equipment	36.1
Office equipment & supplies	14.2
Postage, courier and freight	2.9
Refrigerants	0.3
Stationary Energy (gaseous fuels)	0.8
Transport (Air)	65.9
Transport (Land and Sea)	40.8
Waste	23.4
Water	1.1
Working from home	49.5
<b>Grand Total</b>	<b>1161.3</b>

### Uplift factors

N/A.

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 <sub>2</sub> -e
N/A	
Total of all uplift factors	
<b>Total footprint to offset</b> <i>(total net emissions from summary table + total uplifts)</i>	<b>1162</b>

## 6. CARBON OFFSETS

### Offsets retirement approach

In arrears	
1. Total emissions footprint to offset for this report	1162
2. Total eligible offsets purchased and retired for this report	1162
3. Total eligible offsets banked to use toward next year's report	0

### Co-benefits

This Wind Power Project in Andhra Pradesh, developed by Orange Anantapur Wind Power Pvt Ltd, involves the installation and running of 50 wind turbines. The total installed capacity of the project activity is 100 MW comprising 50 wind turbines of 2000 kW capacity each.

The purpose of the project is to generate electrical power using wind energy, which is then exported to the Indian electricity grid, displacing electricity which would otherwise have been generated by fossil fuels, such as the coal mines. When it is fully operational, the project will be responsible for around 200,000 tonnes of CO<sub>2</sub>e emissions reductions each year.

This project will also help alleviate poverty within the local area, by creating employment opportunities for local people and bringing additional investment to the region. Power generated from this project activity can also be used for small scale industries, thus further generating more, and alternative, employment opportunities. Include details about project types from which the offsets have been purchased.

## 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 <sub>2</sub> -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 (%)
Vajrakarur Wind Power Project in Andhra Pradesh	VCU	Verra	08/11/2022	<a href="#">12851-453720274-453721433-VCS-VCU-208-VER-IN-1-1214-01012021-31052021-0</a>	31/05/2021	0	1160	0	0	1160	99.8%
Vajrakarur Wind Power Project in Andhra Pradesh	VCU	Verra	08/11/2022	<a href="#">12851-453720074-453720075-VCS-VCU-208-VER-IN-1-1214-01012021-31052021-0</a>	31/05/2021	0	2	0	0	2	0.2%
<b>Total offsets retired this report and used in this report</b>										1162	
<b>Total offsets retired this report and banked for future reports</b>										0	
Type of offset units		Quantity (used for this reporting period claim)				Percentage of total					
Verified Carbon Units (VCUs)		1162				100%					

## 7. RENEWABLE ENERGY CERTIFICATE (REC) SUMMARY

### Renewable Energy Certificate (REC) summary

N/A.

The following RECs have been surrendered to reduce electricity emissions under the market-based reporting method.

<b>1. Large-scale Generation certificates (LGCs)*</b>	0
<b>2. Other RECs</b>	0

\* LGCs in this table only include those surrendered voluntarily (including through PPA arrangements), and does not include those surrendered in relation to the LRET, GreenPower, and jurisdictional renewables.

Project supported by LGC purchase	Eligible units	Registry	Surrender date	Accreditation code (LGCs)	Certificate serial number	Generation year	Quantity (MWh)	Fuel source	Location	
N/A										
<b>Total LGCs surrendered this report and used in this report</b>							0			

## APPENDIX A: ADDITIONAL INFORMATION

N/A

## APPENDIX B: ELECTRICITY SUMMARY

Electricity emissions are calculated using a location-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 <sub>2</sub> e)	Renewable Percentage of total
Behind the meter consumption of electricity generated	0	0	0%
<b>Total non-grid electricity</b>	<b>0</b>	<b>0</b>	<b>0%</b>
LGC Purchased and retired (kWh) (including PPAs & Precinct LGCs)	0	0	0%
GreenPower	0	0	0%
Jurisdictional renewables (LGCs retired)	0	0	0%
Jurisdictional renewables (LRET) (applied to ACT grid electricity)	0	0	0%
Large Scale Renewable Energy Target (applied to grid electricity only)	193,682	0	19%
Residual Electricity	850,989	846,183	0%
<b>Total grid electricity</b>	<b>1,044,671</b>	<b>846,183</b>	<b>19%</b>
<b>Total Electricity Consumed (grid + non grid)</b>	<b>1,044,671</b>	<b>846,183</b>	<b>19%</b>
Electricity renewables	193,682	0	
Residual Electricity	850,989	846,183	
<b>Exported on-site generated electricity</b>	<b>0</b>	<b>0</b>	
Emissions (kgCO <sub>2</sub> e)		846,183	
<b>Total renewables (grid and non-grid)</b>	<b>18.54%</b>		
<b>Mandatory</b>	<b>18.54%</b>		
<b>Voluntary</b>	<b>0.00%</b>		
<b>Behind the meter</b>	<b>0.00%</b>		
<b>Residual Electricity Emission Footprint (TCO<sub>2</sub>e)</b>	<b>846</b>		

*Figures may not sum due to rounding. Renewable percentage can be above 100%*

## Location Based Approach Summary

Location Based Approach	Activity Data (kWh)	Scope 2 Emissions (kgCO <sub>2</sub> e)	Scope 3 Emissions (kgCO <sub>2</sub> e)
NSW	900,693	702,541	63,049
VIC	143,977	131,019	14,398
<b>Grid electricity (scope 2 and 3)</b>	<b>1,044,671</b>	<b>833,560</b>	<b>77,446</b>
NSW	0	0	0
VIC	0	0	0
<b>Non-grid electricity (Behind the meter)</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Total Electricity Consumed</b>	<b>1,044,671</b>	<b>833,560</b>	<b>77,446</b>

<b>Emission Footprint (TCO<sub>2</sub>e)</b>	<b>911</b>
<i>Scope 2 Emissions (TCO<sub>2</sub>e)</i>	834
<i>Scope 3 Emissions (TCO<sub>2</sub>e)</i>	77

## Climate Active Carbon Neutral Electricity summary

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

*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
N/A	N/A	N/A	N/A	N/A



# 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?
International Offices	No	Yes	No	No	No	No



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