




# **PUBLIC DISCLOSURE STATEMENT**

**ACTEWAGL RETAIL PTY LTD**

**ORGANISATION CERTIFICATION  
CY22 (TRUE-UP) & CY23 (PROJECTED)**

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



<b>NAME OF CERTIFIED ENTITY</b>	Icon Retail Investments Limited and AGL ACT Retail Investments Pty Ltd
<b>REPORTING PERIOD</b>	1 January 2022 – 31 December 2022 (True-up) & 1 January 2023 – 31 December 2023 (Projected)
<b>DECLARATION</b>	<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>Name of signatory: Rachael Turner          Position of signatory: General Manager, ActewAGL Retail          Date: 17 November 2023</p>



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# 1. CERTIFICATION SUMMARY

TOTAL EMISSIONS OFFSET	2,189 tCO <sub>2</sub> -e (CY22 true-up) 2,189 tCO <sub>2</sub> -e (allocated to CY23 projection)
OFFSETS USED	18% ACCUs, 82% VERs (CY222 true-up) 20% ACCUs, 80% VERs (allocated to CY23 projection)
RENEWABLE ELECTRICITY	147%
CARBON ACCOUNT	Prepared by: ActewAGL Retail
TECHNICAL ASSESSMENT	28 September 2021 Point Advisory Next technical assessment due: CY 2024 report

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## 2. CARBON NEUTRAL INFORMATION

### Description of certification

This carbon neutral certification is for the business operations of ActewAGL Retail Pty Ltd, ABN 46 221 314 841.

Any emissions associated with the use of sold products (electricity and natural gas) are not included in this certification. ActewAGL does however offer a Climate Active certified product, an opt-in carbon neutral gas product available to residential, small business (SME) and commercial and industrial (C&I) customers.

### Organisation description

This certification covers the whole of ActewAGL Retail ("ActewAGL") business operations. This is both a true-up report for CY2022 and a projected report for CY2023.

For the business operations emissions inventory in this public disclosure summary (PDS), the organisational boundary has been defined based on an operational control approach. The following facilities are included in the emissions boundary:

- Office – 40 Bunda St, Canberra ACT 2600
- Office – 16 Lithgow St, Fyshwick ACT 2609

ActewAGL is a multi-utility joint venture company comprising partnerships between Icon Water Ltd and AGL Energy. ActewAGL sells and distributes electricity and natural gas to homes and businesses throughout the Australian Capital Territory and south-east New South Wales.

## 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 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.

The following emissions sources are included in ActewAGL's organisational greenhouse gas inventory, which includes all direct (Scope 1) and indirect (Scope 2) emissions sources as well as all applicable other indirect (Scope 3 - upstream) emissions sources.

This is a medium organisation certification.

The diagram following shows the emissions sources considered (quantified and non-quantified) and emissions sources that were excluded.

## Inside emissions boundary

### Quantified

Electricity

Paper

ICT services and equipment

Professional Services including advertising and fleet management services

Postage

Waste

Business travel

Staff commute to work and working from home

Base building services

Water/ wastewater

Investments (50% equity share in SolarHub Holdings Pty Ltd)

### Non-quantified

None

## Outside emission boundary

### Excluded

Non-relevant professional services

Capital goods

Business travel (taxi & rideshare)

## 4. EMISSIONS REDUCTIONS

### Emissions reduction strategy

ActewAGL is committed to reducing its greenhouse gas emissions footprint and delivering a more sustainable future. ActewAGL's commitment to reducing emissions and providing responsible energy solutions is demonstrated through existing actions that underpin its Sustainability Strategy, including:

- Customer energy efficiency and appliance upgrade schemes;
- Supporting the transition to zero emissions transport through initiatives to encourage the uptake of Electric Vehicles (EVs);
- Supporting the transition to full electrification – for homes and businesses, through partnerships, and the offering of innovative products, bundles and tailored advice and support;
- Specialised Virtual Power Plan (VPP) offerings for battery customers that help customers harness and increase the benefits of stationary storage;
- Strategic partnerships with key organisations focused on delivering a more sustainable future; and
- A number of emissions reduction actions across ActewAGL's own business operations.

As a carbon neutral organisation, ActewAGL recognises the importance of targeting scope 3 (downstream) emissions reductions, addressed through its long-term goals to:

- Remove customer barriers to electrification and increase energy equity;
- Prioritise sustainability driven growth at the heart of all products and services;
- Lead in sustainability and enablement of local emissions reductions.

### Sustainability Strategy and Community Goals

In the short-term ActewAGL has established 2025 decarbonisation targets that will strengthen the pathway to achieving longer-term goals. These include:

- Ensuring there are \$0 upfront sustainable energy options for all customers;
- Carbon neutral choices for all products and services;
- Enabling the reduction of 200kt tCO<sub>2</sub>-e reductions in the community.

ActewAGL is committed to bringing the ACT and surrounds good energy by offering sustainable energy solutions now and into the future – ActewAGL's '[Sustainability Promise](#)'. This is underpinned by ActewAGL's community goals aimed at achieving:

- 30% of ACT homes to be powered by solar by 2025.
- 1 in 4 ACT households to drive an electric vehicle by 2030.
- Increasing the number of renewable homes by helping customers transition from gas to renewable electricity with a range of products and services designed to make the switch as seamless as possible.

ActewAGL expects organisational emissions to be relatively stable for the 2023 calendar year, considering current year to date emissions and status of existing initiatives and planned initiatives. ActewAGL will continuously review the overarching Sustainability Strategy and emissions reduction actions to ensure they are technologically innovative, aligned with scientific best practices, and providing meaningful, measurable emission reductions for customers and the greater community.

ActewAGL has set short-term organisational emission reduction targets compared to the 2021 baseline, targeting 20% emissions reduction by 2027 and 30% emissions reduction by 2030. These will be achieved through the below initiatives.

- 100% electric vehicle fleet – December 2022
- Implement compost Waste facilities – December 2023
- Implement policy to minimise flights and offset (as available) – December 2023
- Only purchase sustainably sourced merchandise – December 2023
- Implement sustainability assessment for all consultants, contractors and software providers, to preference carbon neutral/sustainable vendors as contracts expire – December 2024
- Implement active transport incentive scheme – December 2025
- Implement policy to reduce all communication to electronic only (only using postage as required) – December 2025
- Procure 100% carbon neutral paper and office supplies – December 2026

## Emissions reduction actions

The ActewAGL Sustainable Strategy which guides the emission reduction actions was established in June 2022. The initial phase focuses on actions that increase employee engagement and awareness, as detailed below. This is deliberate as ActewAGL looks to incorporate sustainability as a critical part of the workplace culture and employee value proposition (EVP). During the second half of the 2023 CY there will be an increased focus of more specific emissions reduction actions that directly reduce emissions.

### Strategy and Governance

- Implemented Environmental Social Governance (ESG) framework.
- Launched ActewAGL Sustainability Strategy.

### Direct operational emissions

- Maintained a fully electric fleet of corporate vehicles.
- Switched completely to sustainably-sourced merchandise.
- Reduced business travel (e.g. flights, taxis) - instead opting primarily for virtual engagements.
- Introduced office composting facilities.

### Engagement and awareness

- Incorporated sustainability into the ActewAGL safety working group, now responsible for year-round safety and sustainability-related initiatives.



- Undertook a series of internal sustainability related employee engagement initiatives, including speaking events with internal and external experts, engagement and benchmarking exercises.

## 5. EMISSIONS SUMMARY

### Emissions over time

		Emissions since base year	
		Total tCO <sub>2</sub> -e (without uplift)	Total tCO <sub>2</sub> -e (with uplift)
Base year/Year 1:	CY 2021	1880.84	N/A
Year 2:	CY 2022	2188.96	N/A
Year 3:	CY2023	2188.96 (projected)	N/A

### Significant changes in emissions

During the CY22 period ActewAGL Retail experienced business growth that has resulted in an increase in several emissions sources, as detailed in the following table.

Emission source	Previous year emissions (t CO <sub>2</sub> -e)	Current year emissions (t CO <sub>2</sub> -e)	Reason for change
Computer and technical services	720.66	825.77	Business growth
Advertising Services	338.84	502.85	Business growth

### Use of Climate Active carbon neutral products, services, buildings or precincts

N/A

## Emissions summary

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

The previous report was a projection report for CY22 using representative data (actual CY21 data) to estimate the emissions for the CY22 reporting year. This table shows the differences between the projected emissions for CY22 and the actual emissions for CY22 recorded. **Actual emissions in CY22 are used as the basis for CY23 projected emissions.** The emissions profile is expected to remain stable, so projected emissions are also 2189 t CO<sub>2</sub>-e.

Emission category	Total projected emissions (t CO <sub>2</sub> -e)	Actual scope 1 (t CO <sub>2</sub> -e)	Actual Scope 2 (t CO <sub>2</sub> -e)	Actual Scope 3 (t CO <sub>2</sub> -e)	Total emissions (t CO <sub>2</sub> -e)
Accommodation and facilities	2.71	0.00	0.00	2.06	2.06
Electricity	0.00	0.00	0.00	0.00	0.00
ICT services and equipment	720.66	0.00	0.00	825.77	825.77
Office equipment & supplies	0.68	0.00	0.00	1.05	1.05
Postage, courier and freight	57.17	0.00	0.00	57.62	57.62
Professional Services	695.45	0.00	0.00	865.24	865.24
Stationary Energy (gaseous fuels)	11.58	7.96	0.00	2.02	9.98
Transport (Air)	0.00	0.00	0.00	1.81	1.81
Transport (Land and Sea)	329.15	177.95	0.00	211.16	389.11
Waste	6.60	0.00	0.00	8.45	8.45
Water	19.57	0.00	0.00	15.08	15.08
Working from home	37.29	0.00	0.00	12.75	12.75
<b>Total</b>	<b>1880.84</b>	<b>185.91</b>	<b>0.00</b>	<b>2003.02</b>	<b>2188.93</b>
<b>Difference between projected and actual emissions</b>					308.29

Overall, there was a 308 t CO<sub>2</sub>-e variance between projected and actual organisational emissions for the CY22 reporting period. This is primarily attributable to greater than projected spend on professional and ICT services and advertising services due to business growth.

## Uplift factors

N/A

## 6. CARBON OFFSETS

### Offsets retirement approach

This certification has taken a forward offsetting approach. The total emissions to offset for the calendar year 2022 true-up report are 2189 t CO<sub>2</sub>-e. The total emissions to offset for the calendar year 2023 projection report are 2189 t CO<sub>2</sub>-e. Offsets allocated to the projection report are shown as 'banked for future use'.

### Co-benefits

ActewAGL has purchased a mix of carbon offset certificates including Australian Carbon Credit Units (ACCU) and Gold Standard Verified Emission (GS VER) Units supporting both local and international projects. These certificates were purchased after accounting for ActewAGL's Sustainability Strategy, to offset the remaining emissions. In choosing the projects, ActewAGL has considered its role in supporting both local and global communities and the associated co-benefits of the individual projects. Projects have been selected for their environmental, social and economic benefits to the community and their alignment with the United Nations Sustainable Development Goals (SDGs).

**Project:** Darling River Eco Corridor 3

**Location:** New South Wales

This project, located in the Northwest NSW regions sits across three bioregions on the Murry Darling Basin, Darling Riverine Plains and the Cobar Penneplain. The project establishes permanent native forests through assisted regeneration from in-situ seed sources (including rootstock and lignotubers) on land that was cleared of vegetation and where regrowth was suppressed for at least 10 years prior to the project having commenced. The benefits include increased carbon sequestration, land and native vegetation regeneration, stronger ecosystem and improved livestock and land management.

**Project:** Mugga Lane Landfill Gas-to-Energy

**Location:** Australian Capital Territory, Australia

This project encompasses landfill gas capture and processing technology within the ACT - transforming waste into electricity. The ACT Government-owned landfill gas power station operates to capture methane gas and convert it to electricity. The gas collected and processed at the Mugga Lane landfill site can power up to 5,700 homes. The facility provides a significant source of renewable energy through the four power generators which have the capacity to produce 37,000 megawatts per year. It is also estimated that the conversion process results in 120,000 tonnes of greenhouse gas abatement per year.

The benefits to the community include:

- reduction in greenhouse gas emissions;
- local and renewable power generation;
- less demand on fossil fuel sources; and
- reduced odours and potential of landfill fires.

**Project:** Production and Dissemination of Ceramic Water Purifiers

**Location:** Cambodia

Developed by Hydrologic Social Enterprise, this project involves the production and distribution of Ceramic Water Purifiers (CWPs) manufactured locally in Cambodia using local skills. These units will treat contaminated drinking water and reduce the demand for conventional water treatment through boiling water with non-renewable biomass. By using CWPs, communities reduce indoor and outdoor air pollution from burning wood to boiling water and greenhouse gas emission from typical non-renewable biomass energy usage. It is anticipated the project will provide access to adequate levels of clean drinking water to an estimated 1.7 million people across 312,000 households over seven years. Globally, 884 million people are without access to safe drinking water and more than 2.6 billion people lack access to basic sanitation.

**Project:** Cookstove Diffusion Program

**Location:** Lima, Peru

Developed and implemented by Microsol in collaboration with local partners working on site and familiar with the specific project region. The project activity is primarily designed for the long-term improvement of the living conditions for local people, occurring through the use of improved stoves in their household. The project activities involved the dissemination and transfer of improved cook-stoves in rural regions of Peru. It is estimated that the project will deliver 45,000 improved cook-stoves.

## Eligible offsets retirement summary

Offsets retired for Climate Active certification											
Project description	Type of offset units	Registry	Date retired	Serial number (and hyperlink to registry transaction record)	Vintage	Stapled quantity	Eligible quantity retired (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 (%)
Production and dissemination of Ceramic Water Purifiers by Hydrologic, in the Kingdom of Cambodia	VER	Gold Standard	30 Jul 2021	<a href="#">GS1-1-KH-GS1020-16-2019-20065-35147-38034</a>	2019	-	2,888	1,398	0 <sup>1</sup>	228	10%
Mugga Lane Landfill Gas Project	ACCU	ANREU	30 Jul 2021	3,750,123,000 – 3,750,126,234	2019-2020	-	1,000	484	0 <sup>2</sup>	79	4%
Qori Q'oncha - Improved cookstoves diffusion program in Peru – VPA2	VER	Gold Standard	14 Jun 2022	<a href="#">GS1-1-PE-GS1049-16-2013-5308-15936-17315</a>	2013	-	1,380	0	0	1,380	63%
Qori Q'oncha - Improved cookstoves diffusion program in Peru – VPA2	VER	Gold Standard	13 Jun 2023	<a href="#">GS1-1-PE-GS1049-16-2013-5308-110473-115399</a>	2013	-	4,927	0	1,751 <sup>3</sup>	194	9%
Darling River Eco Corridor 3	ACCU	ANREU	13 Jun 2023	8,327,857,820 – 8,327,859,528	2020-2021	-	1,709	0	438 <sup>4</sup>	308	14%
<b>Total eligible offsets retired and used for this report</b>										<b>2,189</b>	
<b>Total eligible offsets retired this report and banked for use in future reports</b>									<b>2,189</b>		

<sup>1</sup> 758 units have been used in ActewAGL's opt-in product certification for CY2022; the remaining 504 units have been allocated to cover the CY2023 projected emissions for this opt-in product.

<sup>2</sup> 262 units have been used in ActewAGL's opt-in product certification for CY2022; the remaining 175 units have been allocated to cover the CY2023 projected emissions for this opt-in product.

<sup>3</sup> The remaining 2,982 units have been allocated to cover the CY2023 projected emissions for ActewAGL's opt-in product certification.

<sup>4</sup> The remaining 963 units have been allocated to cover the CY2023 projected emissions for ActewAGL's opt-in product certification.

Type of offset units	Eligible quantity (used for this reporting period)	Percentage of total
Australian Carbon Credit Units (ACCU)	387	18%
Verified Emissions Reductions (VERs)	1802	82%

## 7. RENEWABLE ENERGY CERTIFICATE (REC) SUMMARY

### Renewable Energy Certificate (REC) summary

N/A



# APPENDIX A: ADDITIONAL INFORMATION

## Darling River Eco Corridor 3 Project (ERF103005) – ACCU Registry transaction record

### Transaction Details

Transaction details appear below.

Transaction ID	AU27856
Current Status	Completed (4)
Status Date	13/06/2023 16:57:01 (AEST) 13/06/2023 06:57:01 (GMT)
Transaction Type	Cancellation (4)
Transaction Initiator	Lao, Ly Kheng
Transaction Approver	Merrington, Jane
Comment	These units were cancelled on behalf of ActewAGL Retail to support its carbon neutral claim against the Climate Active Carbon Neutral Standard (Organisation and Product) for the reporting period CY2023

### Transferring Account

Account Number	AU-2680
Account Name	AGL Hydro Partnership
Account Holder	AGL HP1 Pty Limited

### Acquiring Account

Account Number	AU-1058
Account Name	Australia Voluntary Cancellation Account
Account Holder	Commonwealth of Australia

### Transaction Blocks

Party	Type	Transaction Type	Original CP	Current CP	ERF Project ID	NGER Facility ID	NGER Facility Name	Safeguard	Kyoto Project #	Vintage	Expiry Date	Serial Range	Quantity
AU	KACCU	Voluntary ACCU Cancellation			<a href="#">ERF103005</a>					2020-21		8,327,857,820 - 8,327,859,528	1,709

### Transaction Status History

Status Date	Status Code
13/06/2023 16:57:01 (AEST) 13/06/2023 06:57:01 (GMT)	Completed (4)
13/06/2023 16:57:01 (AEST) 13/06/2023 06:57:01 (GMT)	Proposed (1)
13/06/2023 16:57:01 (AEST) 13/06/2023 06:57:01 (GMT)	Account Holder Approved (97)
13/06/2023 16:49:04 (AEST) 13/06/2023 06:49:04 (GMT)	Awaiting Account Holder Approval (95)

## APPENDIX B: ELECTRICITY SUMMARY

There are two international best-practice methods for calculating electricity emissions – the location-based method and the market-based method. Reporting electricity emissions under both methods is called dual reporting.

Dual reporting of electricity emissions is useful, as it provides different perspectives of the emissions associated with a business's electricity usage.

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.

**For this certification, electricity emissions have been set by using the market-based approach.**

Market-based approach summary			
Market-based approach	Activity Data (kWh)	Emissions (kg CO <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)	0	0	0%
GreenPower	368,443	0	54%
Climate Active precinct/building (voluntary renewables)	0	0	0%
Precinct/Building (LRET)	0	0	0%
Precinct/Building jurisdictional renewables (LGCS surrendered)	0	0	0%
Electricity products (voluntary renewables)	0	0	0%
Electricity products (LRET)	0	0	0%
Electricity products jurisdictional renewables (LGCs surrendered)	0	0	0%
Jurisdictional renewables (LGCs surrendered)	505,110	0	74%
Jurisdictional renewables (LRET) (applied to ACT grid electricity)	127,010	0	19%
Large Scale Renewable Energy Target (applied to grid electricity only)	0	0	0%
Residual Electricity	319,179	-304,816	0%
<b>Total renewable electricity (grid + non grid)</b>	<b>1,000,563</b>	<b>0</b>	<b>147%</b>
<b>Total grid electricity</b>	<b>681,384</b>	<b>0</b>	<b>147%</b>
<b>Total electricity (grid + non grid)</b>	<b>681,384</b>	<b>0</b>	<b>147%</b>
Percentage of residual electricity consumption under operational control	100%		
<b>Residual electricity consumption under operational control</b>	<b>-319,179</b>	<b>-304,816</b>	
Scope 2	-281,872	-269,188	
Scope 3 (includes T&D emissions from consumption under operational control)	-37,307	-35,628	
<b>Residual electricity consumption not under operational control</b>	<b>0</b>	<b>0</b>	
Scope 3	0	0	

<b>Total renewables (grid and non-grid)</b>	<b>146.84%</b>
<b>Mandatory</b>	<b>18.64%</b>
<b>Voluntary</b>	<b>128.20%</b>
<b>Behind the meter</b>	<b>0.00%</b>
<b>Residual scope 2 emissions (t CO<sub>2</sub>-e)</b>	<b>-269.19</b>
<b>Residual scope 3 emissions (t CO<sub>2</sub>-e)</b>	<b>-35.63</b>
<b>Scope 2 emissions liability (adjusted for already offset carbon neutral electricity) (t CO<sub>2</sub>-e)</b>	<b>0.00</b>
<b>Scope 3 emissions liability (adjusted for already offset carbon neutral electricity) (t CO<sub>2</sub>-e)</b>	<b>0.00</b>
<b>Total emissions liability (t CO<sub>2</sub>-e)</b>	<b>0.00</b>

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

Location-based approach summary						
Location-based approach	Activity Data (kWh) total	Under operational control			Not under operational control	
Percentage of grid electricity consumption under operational control	100%	(kWh)	Scope 2 Emissions (kgCO <sub>2</sub> -e)	Scope 3 Emissions (kgCO <sub>2</sub> -e)	(kWh)	Scope 3 Emissions (kgCO <sub>2</sub> -e)
ACT	681,384	681,384	497,410	40,883	0	0
<b>Grid electricity (scope 2 and 3)</b>	<b>681,384</b>	<b>681,384</b>	<b>497,410</b>	<b>40,883</b>	<b>0</b>	<b>0</b>
ACT	0	0	0	0		
<b>Non-grid electricity (behind the meter)</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>		
<b>Total electricity (grid + non grid)</b>	<b>681,384</b>					

<b>Residual scope 2 emissions (t CO<sub>2</sub>-e)</b>	<b>497.41</b>
<b>Residual scope 3 emissions (t CO<sub>2</sub>-e)</b>	<b>40.88</b>
<b>Scope 2 emissions liability (adjusted for already offset carbon neutral electricity) (t CO<sub>2</sub>-e)</b>	<b>497.41</b>
<b>Scope 3 emissions liability (adjusted for already offset carbon neutral electricity) (t CO<sub>2</sub>-e)</b>	<b>40.88</b>
<b>Total emissions liability</b>	<b>538.29</b>

### Operations in Climate Active buildings and precincts

Operations in Climate Active buildings and precincts	Electricity consumed in Climate Active certified building/precinct (kWh)	Emissions (kg CO <sub>2</sub> -e)
N/A	0	0
<i>Climate Active carbon neutral electricity is not renewable electricity. These electricity emissions have been offset by another Climate Active member through their building or precinct certification. This electricity consumption is also included in the market based and location based summary tables. Any electricity that has been sourced as renewable electricity by the building/precinct under the market based method is outlined as such in the market based summary table.</i>		

### Climate Active carbon neutral electricity products

Climate Active carbon neutral product used	Electricity claimed from Climate Active electricity products (kWh)	Emissions (kg CO <sub>2</sub> -e)
N/A	0	0
<i>Climate Active carbon neutral electricity is not renewable electricity. These electricity emissions have been offset by another Climate Active member through their electricity product certification. This electricity consumption is also included in the market based and location based summary tables. Any electricity that has been sourced as renewable electricity by the electricity product under the market based method is outlined as such in the market based summary table.</i>		

## APPENDIX C: INSIDE EMISSIONS BOUNDARY

### Non-quantified emission sources

The following emissions sources have been assessed as relevant, are captured within the emissions boundary, but are not measured (quantified) in the carbon inventory. 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.

N/A – no non-quantified sources in the emissions boundary.

### Data management plan for non-quantified sources

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

## APPENDIX D: OUTSIDE EMISSIONS BOUNDARY

### Excluded emission sources

The below emission sources have been assessed as not relevant to this organisation'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.

## Excluded emission sources summary

Emission sources tested for relevance	Size	Influence	Risk	Stakeholders	Outsourcing	Justification
Professional services (including accounting, banking and legal services)	N	N	N	N	Y	<p><b>Size:</b> The emissions source is likely to be between 50 and 60 t-CO<sub>2</sub>-e, which is not large compared to the total emissions from electricity, stationary energy and fuel emissions (401 t-CO<sub>2</sub>-e).</p> <p><b>Influence:</b> We do not have the potential to influence the emissions from this source, including by shifting to a different lower-emissions supplier for our business.</p> <p><b>Risk:</b> There are no relevant laws or regulations that apply to limit emissions specifically from this source, and it is unlikely to be of significant public interest.</p> <p><b>Stakeholders:</b> Key stakeholders, are unlikely to consider this a relevant source of emissions for our business.</p> <p><b>Outsourcing:</b> We have not previously undertaken this activity; however comparable organisations may undertake this activity within their boundary.</p>

Emission sources tested for relevance	Size	Influence	Risk	Stakeholders	Outsourcing	Justification
Capital goods	N	N	N	N	N	<p><b>Size:</b> The emissions source is likely to be between 10 and 15 t-CO<sub>2</sub>-e, which is not large compared to the total emissions from electricity, stationary energy and fuel emissions (401 t-CO<sub>2</sub>-e).</p> <p><b>Influence:</b> We do not have the potential to influence the emissions from this source, including by shifting to a different lower-emissions supplier for our business.</p> <p><b>Risk:</b> There are no relevant laws or regulations that apply to limit emissions specifically from this source, and it is unlikely to be of significant public interest.</p> <p><b>Stakeholders:</b> Key stakeholders, are unlikely to consider this a relevant source of emissions for our business.</p> <p><b>Outsourcing:</b> We have not previously undertaken this activity within our emissions boundary and comparable organisations do not typically undertake this activity within their boundary.</p>
Business travel – Taxi & rideshare	N	N	N	Y	N	<p><b>Size:</b> The emissions source is likely to be between 1 and 5 t-CO<sub>2</sub>-e, which is not large compared to the total emissions from electricity, stationary energy and fuel emissions (401 t-CO<sub>2</sub>-e).</p> <p><b>Influence:</b> We do not have the potential to influence the emissions from this source, including by shifting to a different lower-emissions supplier for our business.</p> <p><b>Risk:</b> There are no relevant laws or regulations that apply to limit emissions specifically from this source, and it is unlikely to be of significant public interest.</p> <p><b>Stakeholders:</b> Key stakeholders, are likely to consider this a relevant source of emissions for our business.</p> <p><b>Outsourcing:</b> We have not previously undertaken this activity within our emissions boundary and comparable organisations do not typically undertake this activity within their boundary.</p>





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