



PUBLIC DISCLOSURE STATEMENT

**TELDRAW PTY LTD
(TRADING AS GLOBAL SKILLS)
ORGANISATION CERTIFICATION
FY2022-23**

Australian Government
Climate Active
Public Disclosure Statement



NAME OF CERTIFIED ENTITY	Teldraw Pty Ltd. (trading as Global Skills)
REPORTING PERIOD	Financial year 1 July 2022 – 30 June 2023 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>Rebecca Nicholls</i></p> <hr/> <p>Rebecca Nicholls Director 29/11/2023</p>



Australian Government
**Department of Climate Change, Energy,
the Environment and Water**

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Version August 2023.



1. CERTIFICATION SUMMARY

TOTAL EMISSIONS OFFSET	751 tCO ₂ -e
OFFSETS USED	100% CERs
RENEWABLE ELECTRICITY	18.80%
CARBON ACCOUNT	Prepared by: EnergyLink Services Pty Ltd
TECHNICAL ASSESSMENT	Date: FY 2021 Name Rodrigo Pardo Patron Organisation EnergyLink Services Next technical assessment due: FY2023-24 report

Contents

1. Certification summary	3
2. Carbon neutral information	4
3. Emissions boundary	5
4. Emissions reductions	7
5. Emissions summary	9
6. Carbon offsets	11
7. Renewable Energy Certificate (REC) Summary	15
Appendix A: Additional Information	15
Appendix B: Electricity summary	16
Appendix C: Inside emissions boundary	19
Appendix D: Outside emissions boundary	20

2. CARBON NEUTRAL INFORMATION

Description of certification

The Australian business operations of Teldraw Pty Ltd, trading as Global Skills Global Skills (ABN 21 058 558 464). Global Skills has 26 sites spanning across the Greater Sydney Region.

Organisation description

Global skills has a strong history of partnering with job seekers to identify, secure and maintain sustainable employment. Our experienced staff take a person-centred approach to identify skills, strengths, education and interests to achieve career goals and aspirations.

For employers, we offer an extensive recruitment service by connecting an extensive database of qualified, experienced, pre-screened and work ready staff. We have a long and distinguished 33-year history of listening to employers needs and creating innovative solutions to service the Greater Western Sydney labour market and our local communities.

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.

Inside emissions boundary

Quantified

Accommodation and facilities
Air transport
Cleaning and Chemicals
Electricity
Food
ICT services and equipment
Land and Sea Transport
Office equipment and supplies
Products
Professional services
Waste
Working from home
Water

Non-quantified

N/A

Outside emission boundary

Excluded

Refrigerants

4. EMISSIONS REDUCTIONS

Emissions reduction strategy

To reduce emissions in the future, Global Skills will focus on collaborating with both upstream and downstream suppliers to decrease Scope 3 emissions, which account for a significant portion of our carbon footprint. Our emissions reduction strategy revolves around three main pillars:

- Energy Improvements and renewable electricity procurement.
- Waste Management.
- Supply Chain Engagement.

As part of supply chain engagement, Global Skills will seek to procure lower carbon solutions from third party providers, including by making use of Climate Active Carbon Neutral products where they are available and practical in their substitution. It is noted that Global Skills has commenced discussion (in FY23) with a Climate Active carbon neutral I.T asset lifecycle management company to explore options for future I.T related procurement.

Global Skills is committed to reducing our emissions per staff member by 15% by FY2028, from our FY2021 base year, and at least a 25% reduction per staff member by FY2031. To achieve our FY2031 target, Global Skills are implementing the following strategies as part of our standard operations:

- Ensure Global Skills field teams travel strategically and operate efficiently to reduce emissions.
- By the end of FY24, Global Skills will procure LGCs, GreenPower or carbon neutral electricity for offices.
- Educate staff to reduce office energy consumption (e.g., implement a switch-off campaign).
- Using Climate Active certified businesses/organisations when acquiring products and services (e.g. opt-in for carbon neutral flights).
- Promoting the utilisation of video conference technology to avoid travel emissions where possible.
- Buying recycled products and sourcing responsibly to prevent waste-to-landfill.
- Encouraging staff to travel via public transport where possible and safe to do so.
- When opening a new office, consider the Green Star and/or NABERS rating of the space.
- When closing an existing office, recycle furniture, IT and other items to reduce environmental impact.
- In order to effectively identify and cost carbon reduction opportunities, Global Skills is exploring completing energy assessments at its existing offices.

Emissions reduction actions

Energy Improvements

Global Skills has demonstrated an unwavering commitment to enhancing its energy efficiency through continuing its LED rollout. The LED rollout has significantly improved lighting systems. This has improved energy savings and prolonged fixture lifespans. This effort exemplifies global skills dedication to environmental responsibility while proving the economic benefits of adopting cutting edge technology for a greener, more efficient future.

Waste Management

Global Skills Waste Management Plan describes the principles, procedures and management of the waste generated by Global Skills which is aligned with the 2019 National Waste Policy Action Plan.

Global Skills Waste Management Plan outlines measures to manage and mitigate waste generation and operational resource consumption. The Plan includes details on the types and quantities of waste generated, procedures to collect and dispose of waste, strategies to minimise waste generation and procedures to measure the effectiveness of these strategies.

Global Skills generates general waste (plastic, paper, containers and bags), obsolete/worn infrastructure (e-waste, office furniture and supplies) and contaminated/hazardous wastes (human waste and cleaning products). Waste is managed and treated through 4 key actions in order of priority, including re-use; recycle, residual wastes and landfill. A Facilities and Maintenance Officer use a classification system to track and report volumes of waste and action our waste consumption strategies using the priority system. For example, office furniture is moved between sites to limit need for new equipment, all sites have dedicated recycling bins and office supplies are restocked centrally on a limited supply policy to avoid wastage.

5. EMISSIONS SUMMARY

Emissions over time

		Emissions since base year	
		Total tCO ₂ -e (without uplift)	Total tCO ₂ -e (with uplift)
Base year/Year 1:	2020-21	386.85	N/A
Year 2:	2021-22	423.15	N/A
Year 3:	2022-23	750.76	N/A
Emissions since base year per FTE		Total tCO ₂ -e/FTE (without uplift)	Total tCO ₂ -e/FTE (with uplift)
Base year/Year 1:	2020-21	4.115	N/A
Year 2:	2021-22	5.568	N/A
Year 3:	2022-23	6.309	N/A

Significant changes in emissions

Emission source	Previous year emissions (t CO ₂ -e)	Current year emissions (t CO ₂ -e)	Reason for change
Electricity (market-based method, scope 2)	98.50	152.39	Global Skills opened several new sites during the FY23 reporting period.
Medium Car: unknown fuel	0.55	121.86	Change in Climate Active activity categorisation. All employee car related commuting emissions are captured in this category for the FY23 reporting period.
Long business class flights	0	253.38	Organic business growth.

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

Certified brand name	Service used
EnergyLink Services	Consulting

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 (t CO ₂ -e)
Accommodation and facilities	-	-	1.52	1.52
Cleaning and chemicals	-	-	14.10	14.10
Climate Active carbon neutral products and services	-	-	-	-
Electricity	-	152.39	20.17	172.56
Food	-	-	2.33	2.33
ICT services and equipment	-	-	121.09	121.09
Office equipment and supplies	-	-	63.30	63.30
Products	-	-	0.14	0.14
Professional services	-	-	6.23	6.23
Refrigerants	-	-	-	-
Transport (air)	-	-	168.03	168.03
Transport (land and sea)	-	-	126.75	126.75
Waste	-	-	69.19	69.19
Water	-	-	2.14	2.14
Working from home	-	-	3.36	3.36
Total	0.00	152.39	598.36	750.76

Uplift factors

N/A

6. CARBON OFFSETS

Offsets retirement approach

This certification has taken an in-arrears offsetting approach. The total emissions to offset are 751 t CO₂-e. The total number of eligible offsets used in this report is 751. Of the total eligible offsets used, 4 were previously banked and 751 were newly purchased and retired. 4 are remaining and have been banked for future use.

Co-benefits

Global Skills will be offsetting residual emissions by investing in a cookstove project in Malawi, East Africa. This project deeply aligns with Global Skills sustainability values including gender equality and improved health and education outcomes. This is outlined below.

Malawi Cookstove Project – Malawi, East Africa

Most people in Africa cook on a three-stone cooking fire which typically uses three large bundles of firewood per week and is a cause of the devastating deforestation in much of Africa. Ripple Africa has developed a simple fuel efficient cookstove which is referred to by locals as a Changu Changu Moto (Fast Fast Fire). The cookstove is made out of mud bricks and mud, and the householder is taught how to make it and maintain it. Each cookstove saves two bundles of wood per week and so far, Ripple Africa has provided 40,000 households with this simple technology helping save 80,000 bundles of wood per week, helping tackle deforestation.

Not only does the Changu Changu Moto save wood, but it also improves the health of women and children as it produces less smoke and reduces injuries from burns. According to the World Health Organisation, close to four million people die prematurely each year from illness attributable to smoke inhalation from inefficient cooking methods.

The improved burning efficiency of the stove means that time and money are saved, freeing up time to tend to other matters such as education, house maintenance and other activities.

Indonesia Geothermal

Located on the volcanic island of Java, 150km from Jakarta, this project avoids greenhouse gas emissions associated with electricity generation from fossil fuels by tapping into Indonesia's vast geothermal resources to generate electricity for the JAMALI grid. Recognised as one of the most efficient geothermal plants in the world, Darajat Unit III is helping to displace coal and oil in Indonesia's electricity infrastructure and supporting the Nation's transition to renewable energy.

Sitting within an area known for its biodiversity, Darajat Unit III has helped improve infrastructure in the region, and supports the local community through job creation and investment in schools, helping to address high illiteracy rates in the area.

Eligible offsets retirement summary

Offsets retired 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 retired (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 (%)
Darajat Unit III Geothermal Project	CER	ANREU	25 October 2023	20,456,690 - 20,457,040	CP2	-	351	0	0	351	46.7%
Improved Cook Stove Project 2, Nkhata Bay District, Malawi	CER	CDM Registry	25 October 2023	Start serial number: MW-5-204592-2-2-0-9935 End serial number: MW-5-204991-2-2-0-9935	CP2	-	400	0	0	400	53.3%
Improved Cook Stove Project 2, Nkhata Bay District, Malawi	CER	CDM Registry	15 December 2022	Start serial number: MW-5-176748-2-2-0-9935 End serial number: MW-5-177175-2-2-0-9935	CP2	-	428	424	4	0	0%
Total eligible offsets retired and used for this report										751	
Total eligible offsets retired this report and banked for use in future reports										4	

Type of offset units	Eligible quantity (used for this reporting period)	Percentage of total
Certified Emissions Reductions (CERs)	751	100%



United Nations
Framework Convention on
Climate Change

Date: 25 OCTOBER 2023
REFERENCE: VC30201/2023

VOLUNTARY CANCELLATION CERTIFICATE

Presented to

Global Skills

Project

Improved Cook Stove Project 2, Nkhata Bay District, Malawi

Reason for cancellation

Cancelled to meet Teldraw Pty Ltd (trading as Global Skills) FY 2022-23 Climate Active requirements.

Number of units
cancelled

400 CERs

Equivalent to 400 tonne(s) of CO₂



Start serial number: MW-5-204592-2-2-0-9935
End serial number: MW-5-204991-2-2-0-9935

The certificate is issued in accordance with the procedure for voluntary cancellation in the CDM Registry. The reason included in this certificate is provided by the cancellor.

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Australian Government
Clean Energy Regulator



26 October 2023

VC202324-00332

To whom it may concern,

Voluntary cancellation of units in ANREU

This letter is confirmation of the voluntary cancellation of units in the Australian National Registry of Emissions Units (ANREU) by ANREU account holder, ENERGYLINK SERVICES PTY LTD (account number AU-3226).

The details of the cancellation are as follows:

Date of transaction	25 October 2023
Transaction ID	AU30365
Type of units	CER
Total Number of units	351
Serial number range	20,456,690 - 20,457,040
Kyoto Project	ID-673
Transaction comment	Cancelled to meet Teldraw Pty Ltd (trading as Global Skills) FY 2022-23 Climate Active requirements

Details of all voluntary cancellations in the ANREU are published on the Clean Energy Regulator's website, <http://www.cleanenergyregulator.gov.au/OSR/ANREU/Data-and-information>.

If you require additional information about the above transaction, please email CER-RegistryContact@cer.gov.au

Yours sincerely,

David O'Toole
ANREU and International
NGER and Safeguard Branch
Scheme Operations Division
Clean Energy Regulator
CER-RegistryContact@cer.gov.au
www.cleanenergyregulator.gov.au



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7. RENEWABLE ENERGY CERTIFICATE (REC) SUMMARY

Renewable Energy Certificate (REC) summary

N/A

APPENDIX A: ADDITIONAL INFORMATION

N/A

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 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)	0	0	0%
GreenPower	0	0	0%
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)	0	0	0%
Jurisdictional renewables (LRET) (applied to ACT grid electricity)	0	0	0%
Large Scale Renewable Energy Target (applied to grid electricity only)	41,836	0	19%
Residual Electricity	180,694	172,563	0%
Total renewable electricity (grid + non grid)	41,836	0	19%
Total grid electricity	222,530	172,563	19%
Total electricity (grid + non grid)	222,530	172,563	19%
Percentage of residual electricity consumption under operational control	100%		
Residual electricity consumption under operational control	180,694	172,563	
Scope 2	159,574	152,394	
Scope 3 (includes T&D emissions from consumption under operational control)	21,120	20,170	
Residual electricity consumption not under operational control	0	0	
Scope 3	0	0	

Total renewables (grid and non-grid)	18.80%
Mandatory	18.80%
Voluntary	0.00%
Behind the meter	0.00%
Residual scope 2 emissions (t CO₂-e)	152.39
Residual scope 3 emissions (t CO₂-e)	20.17
Scope 2 emissions liability (adjusted for already offset carbon neutral electricity) (t CO₂-e)	152.39
Scope 3 emissions liability (adjusted for already offset carbon neutral electricity) (t CO₂-e)	20.17
Total emissions liability (t CO₂-e)	172.56

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 ₂ -e)	Scope 3 Emissions (kgCO ₂ -e)	(kWh)	Scope 3 Emissions (kgCO ₂ -e)
NSW	222,530	222,530	162,447	13,352	0	0
Grid electricity (scope 2 and 3)	222,530	222,530	162,447	13,352	0	0
NSW	0	0	0	0		
Non-grid electricity (behind the meter)	0	0	0	0		
Total electricity (grid + non grid)	222,530					

Residual scope 2 emissions (t CO₂-e)	162.45
Residual scope 3 emissions (t CO₂-e)	13.35
Scope 2 emissions liability (adjusted for already offset carbon neutral electricity) (t CO₂-e)	162.45
Scope 3 emissions liability (adjusted for already offset carbon neutral electricity) (t CO₂-e)	13.35
Total emissions liability	175.80

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 ₂ -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 ₂ -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

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.

Relevant non-quantified emission sources	Justification reason
N/A	

Data management plan for non-quantified sources

There are no non-quantified sources in the emission 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 emissions sources summary

Emission sources tested for relevance	Size	Influence	Risk	Stakeholders	Outsourcing	Justification
Refrigerant	N	N	N	N	N	<p>Size: The emissions source is likely to be immaterial compared to the total emissions from electricity, stationary energy and fuel emissions.</p> <p>Influence: We do not have the potential to influence the emissions from this source.</p> <p>Risk: There are no relevant laws or regulations that apply to limit emissions specifically from this source, the source does not create supply chain risks, and it is unlikely to be of significant public interest.</p> <p>Stakeholders: Key stakeholders, including the public, are unlikely to consider this a relevant source of emissions for our business.</p> <p>Outsourcing: We have not previously undertaken this activity within our emissions boundary.</p>



An Australian Government Initiative

