



# **PUBLIC DISCLOSURE STATEMENT**

**SEEK LIMITED**

**ORGANISATION CERTIFICATION**


**FY2022–23**

Australian Government  
**Climate Active  
Public Disclosure Statement**



An Australian Government Initiative



NAME OF CERTIFIED ENTITY	SEEK Limited
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>Rachel Agnew Company Secretary &amp; Head of Governance 24 January 2024</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	16,826 tCO <sub>2</sub> -e <sup>1</sup>
OFFSETS USED	100% VCUs
RENEWABLE ELECTRICITY	SEEK Electricity Australia - 35.92% Australia, N/A International Base Building Electricity- 42.02% Australia, N/A International
CARBON ACCOUNT	Prepared by: SEEK Limited
TECHNICAL ASSESSMENT	13 September 2022 Point Advisory Next technical assessment due: FY2025 report
THIRD PARTY VALIDATION	Type 1 20 October 2022 Pangolin Associates Pty Ltd

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<sup>1</sup> SEEK has taken a conservative approach to offset its total emissions for the period ending 30 June 2023 of 16,826 tCO<sub>2</sub>-e due to rounding and decimal places.

## 2. CARBON NEUTRAL INFORMATION

### Description of certification

The inventory has been prepared for the financial year from 1 July 2022 to 30 June 2023 and represents SEEK's global business operations. It covers the business operations owned and controlled by SEEK Limited (ACN 080 075 314) in Australia, New Zealand, Thailand, Hong Kong, Singapore, Philippines, Malaysia, Indonesia, Mexico and Brazil.

### Organisation description

SEEK is an Australian public company listed on the Australian Securities Exchange (ASX:SEK) and headquartered in Melbourne. Founded in 1997, SEEK is a market leader in online employment marketplaces in Australia and New Zealand, and also operates employment marketplaces in South East Asia, Hong Kong and Mexico and Brazil. This activity focuses on the online matching of hirers and candidates with career opportunities and related services, employing an office-based workforce.

The certification boundary applied for greenhouse gas (GHG) emissions reporting under Climate Active comprises SEEK Limited's (ACN 080 075 314) operations and activities, including the Australian and international activities that sit under the subsidiaries over which SEEK Limited has operational control. This includes subsidiaries of SEEK AP&A Pty Ltd (ACN 626 880 037) and SEEK International Investments II Cooperatie UA. The table below provides a summary of the business entities that sit within the certification boundary and countries in which their offices are located.

Business	Country of operation
SEEK, Jora, Certsy, GradConnection	Australia
SEEK	New Zealand
JobStreet	Malaysia
JobStreet	Indonesia
JobStreet	Singapore
JobStreet, WorkAbroad	The Philippines
JobsDB	Thailand
JobsDB	Hong Kong
OCCMundial (OCC)	Mexico
Catho Online	Brazil

This boundary excludes subsidiaries of SEEK International Investments Pty Ltd (ACN 121 858 231). These were all excluded from SEEK's operational boundary during relevancy testing and are owned and/or managed by the SEEK Growth Fund.

## 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

Transport fuel (fleet)  
Stationary energy  
Electricity  
Office equipment and supplies  
Food and catering  
ICT services (cloud storage and data centres)  
IT services and equipment (CAPEX and OPEX)  
Building fixtures and fittings (CAPEX)  
Office furniture (CAPEX)  
Water  
Waste  
Flights  
Ground transport (business travel associated with Taxi and Rideshare and purchased fuel)  
Accommodation  
Employee commuting  
Working from home  
Base building services

### Non-quantified

N/A

## Outside emission boundary

### Excluded

Refrigerants  
Cleaning services  
Clothing and merchandise  
Investments  
Marketing and digital advertising  
Postage and courier  
Professional services  
Regulatory fees and taxes

## 4. EMISSIONS REDUCTIONS

### Emissions reduction strategy

SEEK is committed over the longer term to reducing emissions to net zero by 2030 across its value chain (scopes 1, 2 and 3) from a 2022 base year. More recently SEEK has also set a short-term emissions reduction target of 40% across all scopes by 2025, which equates to a scope 1 reduction of 20%, scope 2 reduction of 100% and scope 3 reduction of 30%. To support its longer-term goal, SEEK is also committed to developing a science-aligned carbon reduction target by 2025.

SEEK's Emissions Reduction Strategy establishes its pathway to achieving net zero and focuses on three key themes.

- **Reducing operational emissions:** focus on reducing absolute operational emissions (scope 1 and 2);
- **Smarter climate choices for our people:** empowering our leaders and supporting employees to make smarter climate choices; and
- **Supplier engagement and responsible procurement:** embedding climate considerations into responsible procurement.

SEEK's emissions reduction actions target the following priorities.

- **Reduce emissions across SEEK's own operations (scopes 1 and 2)**  
Reduce scope 1 and 2 emissions through the:
  - purchase of 100% of tenancy electricity from renewable sources by 2025 (scope 2). Emissions from scope 2 electricity equated to 8% of global emissions in FY2023; and
  - transition to greener fleet solutions, noting that fleet emissions (scope 1) are <1% of SEEK's global emissions profile.
- **Reduce emissions that SEEK is indirectly responsible for across its value chain (scope 3)**  
Reduce scope 3 emissions by actions to:
  - purchase of renewable electricity for scope 3 emission sources including data services, base buildings and working from home;
  - embed further environmental considerations into office building selection and management and business travel;
  - continue the transition to more sustainable technology services (cloud services and data centres); and
  - encourage sustainable commuting and working from home for employees.

SEEK continues to monitor its emissions profile across its business operations and regions, enhancing its processes for collating and performing environmental calculations by using a new online tool, enabling dynamic greenhouse gas inventory metrics and dashboards for internal reporting.

SEEK is also currently developing a science-aligned emission reduction target which is expected to be finalised in 2025. Timeframes associated with emission reduction activities will be established and disclosed as part of this target.

For more information, refer to SEEK's Sustainability Report 2023 'Environment' section.

Link: <https://www.seek.com.au/content/media/2023-SEEK-Sustainability-Report.pdf>

## Emissions reduction actions

SEEK re-established its baseline for emissions reporting to move from covering the SEEK ANZ operations to including its global business operations in FY2022, with this emissions boundary being carried forward into FY2023. The material emissions sources are employees working from home and commuting; leased offices; purchased goods and services (including IT data services), capital equipment and business travel.

Global emissions have increased in FY2023 by 52% compared to FY2022. Increases are largely driven by a resumption of business travel in FY2023 compared to FY2022 where COVID-19 restrictions were still in place, with an increase of 357%. The increase is also associated with improved data collection and calculation practices with an 80% increase in data services, a 22% increase in employee commuting and working from home combined, and a 43% increase in base-building services. Electricity consumption also saw an increase of 33% as a result of returning to the office following COVID-19.

During FY2023, SEEK took the following actions to progress emissions reductions:

- Renewable electricity (scope 2): Commenced negotiation of arrangements for renewable electricity from mid-2024 for SEEK's global office emissions.
- Renewable electricity (scope 3): Investigated options for procurement of renewable electricity for work-from-home scope 3 emissions by 2025.
- Embedded environmental and social criteria for office building selection and design fit-out. Created a new SEEK Asia Pacific office building ESG selection criteria and fit-out checklist.
  - JobsDB Thailand moved into a new office building in Bangkok with features including LED lighting, carbon neutral fixtures, a LEED Certification Gold Level sustainable building certification and waste minimisation.
  - SEEK's headquarters in Cremorne received certification for a NABERS Energy 6-Star Rating and Indoor Environment 6-Star Rating. These ratings include the base building and the SEEK tenancy and consider the efficiency of the office building and the indoor environment. The building has also achieved a 6-Star Green Star rating that rates the design and construction of the building. SEEK also purchases approximately 17% of Australian operations power from GreenPower.
  - Sydney and Brisbane leased offices are certified carbon neutral through Climate Active.
- Continued transition to more sustainable technology solutions: In FY2023, SEEK maintained its proportion of cloud-based data services at approximately 99% in ANZ, and 50% in Asia. As SEEK continues to further transition its data to cloud-based services as part of its Platform Unification program, it is working with key suppliers to understand their renewable energy transition plans and identifying efficiency and optimisation opportunities. For external data centres, SEEK procures a Climate Active carbon neutral service from NEXTDC in Australia (via the NEXTneutral program) offsetting approximately 50 tonnes during FY2023.
- Transition to greener fleet (scope 1): Commenced a transition plan in Mexico to hybrid fleet.



## 5. EMISSIONS SUMMARY

### Emissions over time

SEEK's initial certification in FY2021 covered its ANZ operations only. SEEK's FY2022 certification expanded the organisational boundary to cover global operations and should be considered SEEK's base year.

See the table below for emissions since 2022.

Emissions under Climate Active certification		Total emissions (t CO <sub>2</sub> -e)
Year 1	FY2020-21	13,482
Base year/Year 2	FY2021-22	11,053
Year 3	FY2022-23	16,825

### Significant changes in emission

The table below represents emissions sources greater than 10% of the total carbon account that have changed by 10% or more year on year.

Emission source	Previous year emissions (t CO <sub>2</sub> -e)	Current year emissions (t CO <sub>2</sub> -e)	Reason for change
Flights (long business class flights)	412.08	1818.01	Business travel has increased as restrictions due to COVID-19 have eased
Working from home emissions	2430.92	3359.56	Rather than using the default assumptions in the calculator, results from an employee survey and swipe data was used to refine the percentage of employees working from home

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

The following certified products and services were procured by SEEK during this reporting period.

Certified brand name	Product or Service used
<a href="#">NEXTNeutral Service</a>	Carbon Neutral electricity (data centre)
<a href="#">ISPT PTY LTD</a>	Carbon Neutral electricity (base building)
<a href="#">Winc</a>	Carbon Neutral paper (office equipment and supplies)

## 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 (t CO <sub>2</sub> -e)	Sum of scope 2 (t CO <sub>2</sub> -e)	Sum of scope 3 (t CO <sub>2</sub> -e)	Sum of total emissions (t CO <sub>2</sub> -e)
Accommodation and facilities	0.00	0.00	459.93	459.93
Climate Active Carbon Neutral Products and Services	0.00	0.00	0.00	0.00
Cloud services	0.00	0.00	960.04	960.04
Construction materials and services	0.00	0.00	32.38	32.38
Data centres	0.00	0.00	856.24	856.24
Electricity	0.00	436.95	57.83	494.79
Electricity (Base building, Australia)	0.00	0.00	255.17	255.17
Electricity (international)	0.00	952.25	105.62	1,057.87
Electricity (Base building, international)	0.00	2,709.08	309.19	3,018.27
Food	0.00	0.00	539.82	539.82
ICT services and equipment	0.00	0.00	918.80	918.80
Office equipment and supplies	0.00	0.00	582.22	582.22
Stationary energy (gaseous fuels)	88.36	0.00	6.98	95.34
Stationary energy (Base building natural gas, international)	4.33	0.00	0.00	4.33
Transport (air)	0.00	0.00	2,871.90	2,871.90
Transport (land and sea)	88.03	0.00	1,074.31	1,162.34
Waste	0.00	0.00	98.20	98.20
Waste (international)	0.00	0.00	29.22	29.22
Water	0.00	0.00	23.72	23.72
Water (international)	0.00	0.00	5.44	5.44
Working from home	0.00	0.00	3,359.56	3,359.56
<b>Total emissions</b>	<b>180.72</b>	<b>4,098.29</b>	<b>12,546.16</b>	<b>16,825.16</b>

## 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 insert 16,826 t CO<sub>2</sub>-e. The total number of eligible offsets used in this report is 18,826. Of the total eligible offsets used, 0 were previously banked and 18,826 were newly purchased and retired. Zero units are remaining and have been banked for future use.

### Co-benefits

In addition to the carbon benefits associated with the offsets projects detailed in 'Eligible offsets retirements' table below, SEEK purchased and retired an additional 5,889 Australian Biodiversity Units (ABUs) that support local biodiversity conservation in Victoria, Australia.

The **Watchbox Australian Biodiversity Project** is a small-scale biodiversity conservation project located in central Victoria, Australia and is protected under a Trust for Nature conservation covenant. The purpose of the covenant is to permanently conserve and protect land with natural, cultural and scientific value. The project helps to protect endangered and threatened flora and fauna, including the Brush-tailed Phascogale (a marsupial). The conservation covenant is registered on the Certificate of Title and binds current and future owners of the land to the conditions of the covenant. The offsets contribute to the following Sustainable Development Goals: Climate Action (Goal 13) and Life on Land (Goal 15). This project produces ABUs that are registered and retired on the Native Vegetation Credit Register. Each ABU represents 1.5m<sup>2</sup> of protected habitat.

- Project name: Watchbox Australian Biodiversity Project
- Location: Central Victoria, Australia
- Serial numbers: 2102-7990
- Date retired: 11 October 2023
- Protection: Trust for Nature covenant (perpetuity)
- Registry: Native Vegetation Credit Register (AU)
- NVCR allocation reference: location reference: C1854\_VOL003





### **Peatland Restoration and Conservation Project, Katingan, Indonesia**

The largest REDD+ natural forest restoration and protection program of its kind, the Katingan Peatland Restoration and Conservation project generates on average 7.5 million triple gold certified carbon credits annually, equivalent to removing 2,000,000 cars off roads. Carbon revenues from Katingan ensure natural forest restoration and protection aligned to the UN Sustainable Development Goals, achieved through activities in partnership with local communities.

The project protects vital peatland habitats in Central Kalimantan, Indonesia for important species (five that are Critically Endangered, eight Endangered and 31 Vulnerable), which also includes 5 - 10% of the global population of the Bornean Orangutan, Proboscis Monkey and Southern Bornean Gibbon.

Link: <https://www.katinganmentaya.com/>

## Eligible offsets retirement summary

Offsets cancelled 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 (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 (%)
Katingan Peatland Restoration and Conservation Project	VCUs	VERRA	11/10/2023	<a href="#">6358-302989758-302994805-VCU-016-APX-ID-14-1477-01112015-31122016-1</a>	2016	-	5,048	0	0	5,048	30%
Inner Mongolia Ximeng Zheligentu Wind Farm Phase I Project	VCUs	VERRA	11/10/2023	<a href="#">9962-169595007-169606784-VCS-VCU-259-VER-CN-1-849-01012017-31122017-0</a>	2017	-	11,778	0	0	11,778	70%
<i>Stapled to</i> Watchbox Australian Biodiversity Project (land onversation)	Australian Biodiversity Units (ABUs)	Native Vegetation Credit Register (AU)	11/10/2023	C1584_VOL003 2102-7990	n/a	5,889	0	-	-	-	n/a
<b>Total offsets retired this report and used in this report</b>										<b>16,826</b>	
<b>Total offsets retired this report and banked for future reports</b>									<b>0</b>		

Type of offset units	Quantity (used for this reporting period claim)	Percentage of total
Verified Carbon Units (VCUs)	16,826	100%

## 7. RENEWABLE ENERGY CERTIFICATE (REC) SUMMARY

### **Renewable Energy Certificate (REC) summary**

N/A. No RECs have been surrendered to reduce electricity emissions under the market-based reporting method.

# APPENDIX A: ADDITIONAL INFORMATION

Please see below screenshot of certificate for the volume of ABUs (5,889) that were retired for this reporting period (FY2022-23).



## 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 market-based approach.**



## Electricity (SEEK, Australia)

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	138,435	0	17%
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)	152,006	0	19%
Residual Electricity	518,101	494,787	0%
<b>Total renewable electricity (grid + non grid)</b>	<b>290,441</b>	<b>0</b>	<b>36%</b>
<b>Total grid electricity</b>	<b>808,543</b>	<b>494,787</b>	<b>36%</b>
<b>Total electricity (grid + non grid)</b>	<b>808,543</b>	<b>494,787</b>	<b>36%</b>
Percentage of residual electricity consumption under operational control	100%		
<b>Residual electricity consumption under operational control</b>	<b>518,101</b>	<b>494,787</b>	
Scope 2	457,544	436,955	
Scope 3 (includes T&D emissions from consumption under operational control)	60,557	57,832	
<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>35.92%</b>
<b>Mandatory</b>	<b>18.80%</b>
<b>Voluntary</b>	<b>17.12%</b>
<b>Behind the meter</b>	<b>0.00%</b>
<b>Residual scope 2 emissions (t CO<sub>2</sub>-e)</b>	<b>436.95</b>
<b>Residual scope 3 emissions (t CO<sub>2</sub>-e)</b>	<b>57.83</b>
<b>Scope 2 emissions liability (adjusted for already offset carbon neutral electricity) (t CO<sub>2</sub>-e)</b>	<b>436.95</b>
<b>Scope 3 emissions liability (adjusted for already offset carbon neutral electricity) (t CO<sub>2</sub>-e)</b>	<b>57.83</b>
<b>Total emissions liability (t CO<sub>2</sub>-e)</b>	<b>494.79</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 (kg CO <sub>2</sub> -e)	Scope 3 Emissions (kg CO <sub>2</sub> -e)	(kWh)	Scope 3 Emissions (kg CO <sub>2</sub> -e)
NSW	100,552	100,552	73,403	6,033	0	0
SA	9,004	9,004	2,251	720	0	0
VIC	692,176	692,176	588,349	48,452	0	0
WA	6,811	6,811	3,474	272	0	0
<b>Grid electricity (scope 2 and 3)</b>	<b>808,543</b>	<b>808,543</b>	<b>667,477</b>	<b>55,478</b>	<b>0</b>	<b>0</b>
NSW	0	0	0	0		
SA	0	0	0	0		
VIC	0	0	0	0		
WA	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>808,543</b>					

Residual scope 2 emissions (t CO <sub>2</sub> -e)	667.48
Residual scope 3 emissions (t CO <sub>2</sub> -e)	55.48
Scope 2 emissions liability (adjusted for already offset carbon neutral electricity) (t CO <sub>2</sub> -e)	667.48
Scope 3 emissions liability (adjusted for already offset carbon neutral electricity) (t CO <sub>2</sub> -e)	55.48
<b>Total emissions liability</b>	<b>722.95</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 (kgCO <sub>2</sub> -e)
100 Pacific Highway, North Sydney, NSW, 2060	67,364	0

## Base building electricity (Australia)

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	75,797	0	15%
Climate Active precinct/building (voluntary renewables)	38,593	0	8%
Precinct/Building (LRET)	12,664	0	3%
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)	79,412	0	16%
Residual Electricity	283,301	270,553	0%
<b>Total renewable electricity (grid + non grid)</b>	<b>206,467</b>	<b>0</b>	<b>42%</b>
<b>Total grid electricity</b>	<b>489,768</b>	<b>270,553</b>	<b>42%</b>
<b>Total electricity (grid + non grid)</b>	<b>489,768</b>	<b>270,553</b>	<b>42%</b>
Percentage of residual electricity consumption under operational control	100%		
<b>Residual electricity consumption under operational control</b>	<b>283,301</b>	<b>270,553</b>	
Scope 2	250,188	238,930	
Scope 3 (includes T&D emissions from consumption under operational control)	33,113	31,623	
<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>42.16%</b>
<b>Mandatory</b>	<b>18.80%</b>
<b>Voluntary</b>	<b>23.36%</b>
<b>Behind the meter</b>	<b>0.00%</b>
<b>Residual scope 2 emissions (t CO<sub>2</sub>-e)</b>	<b>238.93</b>
<b>Residual scope 3 emissions (t CO<sub>2</sub>-e)</b>	<b>31.62</b>
<b>Scope 2 emissions liability (adjusted for already offset carbon neutral electricity) (t CO<sub>2</sub>-e)</b>	<b>225.35</b>
<b>Scope 3 emissions liability (adjusted for already offset carbon neutral electricity) (t CO<sub>2</sub>-e)</b>	<b>29.83</b>
<b>Total emissions liability (t CO<sub>2</sub>-e)</b>	<b>255.17</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 (kg CO <sub>2</sub> -e)	Scope 3 Emissions (kg CO <sub>2</sub> -e)	(kWh)	Scope 3 Emissions (kg CO <sub>2</sub> -e)
ACT	0	0	0	0	0	0
NSW	67,364	67,364	49,176	4,042	0	0
SA	18,431	18,431	4,608	1,474	0	0
VIC	378,987	378,987	322,139	26,529	0	0
QLD	6,650	6,650	4,855	998	0	0
NT	0	0	0	0	0	0
WA	18,335	18,335	9,351	733	0	0
TAS	0	0	0	0	0	0
<b>Grid electricity (scope 2 and 3)</b>	<b>489,768</b>	<b>489,768</b>	<b>390,128</b>	<b>33,776</b>	<b>0</b>	<b>0</b>
ACT	0	0	0	0		
NSW	0	0	0	0		
SA	0	0	0	0		
VIC	0	0	0	0		
QLD	0	0	0	0		
NT	0	0	0	0		
WA	0	0	0	0		
TAS	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>489,768</b>					

<b>Residual scope 2 emissions (t CO<sub>2</sub>-e)</b>	<b>390.13</b>
<b>Residual scope 3 emissions (t CO<sub>2</sub>-e)</b>	<b>33.78</b>
<b>Scope 2 emissions liability (adjusted for already offset carbon neutral electricity) (t CO<sub>2</sub>-e)</b>	<b>340.95</b>
<b>Scope 3 emissions liability (adjusted for already offset carbon neutral electricity) (t CO<sub>2</sub>-e)</b>	<b>29.73</b>
<b>Total emissions liability (t CO<sub>2</sub>-e)</b>	<b>370.69</b>

## 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 relevant (non-quantified) emission sources in this reporting period.

### 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 emission sources summary

Emission sources tested for relevance	Size	Influence	Risk	Stakeholders	Outsourcing	Justification
Refrigerants	N	N	N	N	N	<p><b>Size:</b> No – unlikely to be a material emissions source and not considered key to SEEK’s operations.</p> <p><b>Influence:</b> No - SEEK has recognised that it has limited ability to influence the associated emissions.</p> <p><b>Risk:</b> No - there are no relevant laws or regulations that apply to limit emissions specifically from this source that contribute to SEEK’s climate risk exposure, and it is unlikely to be of significant public interest.</p> <p><b>Stakeholders:</b> No - key stakeholders are unlikely to consider this a relevant source of emissions for SEEK’s business.</p> <p><b>Outsourcing:</b> No - this has always been an outsourced service. Comparable organisations typically do not include within their boundary.</p>
Cleaning services	N	N	N	N	N	<p><b>Size:</b> No – unlikely to be a material emissions source and not considered key to SEEK’s operations.</p> <p><b>Influence:</b> No - SEEK has recognised that it has limited ability to influence the associated emissions.</p> <p><b>Risk:</b> No - there are no relevant laws or regulations that apply to limit emissions specifically from this source that contribute to SEEK’s climate risk exposure, and it is unlikely to be of significant public interest.</p> <p><b>Stakeholders:</b> No - key stakeholders are unlikely to consider this a relevant source of emissions for SEEK’s business. Comparable industry businesses to SEEK have also assessed as not relevant to their organisation’s core operations.</p> <p><b>Outsourcing:</b> No - this has always been an outsourced service. Comparable organisations typically do not include within their boundary.</p>
Clothing and merchandise	N	Y	N	N	N	<p><b>Size:</b> No – unlikely to be a material emissions source and not considered key to SEEK’s operations.</p> <p><b>Influence:</b> Yes - SEEK has recognised that it has some ability to influence its spend and associated emissions.</p> <p><b>Risk:</b> No - there are no relevant laws or regulations that apply to limit emissions specifically from this source that contribute to SEEK’s climate risk exposure, and it is unlikely to be of significant public interest.</p> <p><b>Stakeholders:</b> No - key stakeholders are unlikely to consider this a relevant source of emissions for SEEK’s business. Comparable industry businesses to SEEK have also assessed as not relevant to their organisation’s core operations.</p> <p><b>Outsourcing:</b> No – this has always been an outsourced service. Comparable organisations typically do not include within their boundary.</p>
Investments	N	N	N	N	N	<p><b>Size:</b> No – unlikely to be a material emissions source and not considered key to SEEK’s operations.</p> <p><b>Influence:</b> No - SEEK has no operational control or ability to influence investments.</p> <p><b>Risk:</b> No - there are no relevant laws or regulations that apply to limit emissions specifically from this source that contribute to SEEK’s climate risk exposure, and it is unlikely to be of significant public interest.</p> <p><b>Stakeholders:</b> No - key stakeholders are unlikely to consider this a relevant source of emissions for SEEK’s business. SEEK’s core business is focused on employment marketplaces and is not an investment-focused business.</p> <p><b>Outsourcing:</b> No - investments operate independently of SEEK as part of the SEEK Growth Fund which as a separate ACN.</p>

Emission sources tested for relevance	Size	Influence	Risk	Stakeholders	Outsourcing	Justification
Marketing and digital advertisement	Y	N	N	N	N	<p><b>Size:</b> Yes – while emissions associated with this source may be likely to be large relative to SEEK’s electricity and energy-related emissions, this is not considered key to operating SEEK’s key business operations.</p> <p><b>Influence:</b> No - SEEK has recognised that it has limited ability to influence the associated emissions (of large often multinational suppliers).</p> <p><b>Risk:</b> No - there are no relevant laws or regulations that apply to limit emissions specifically from this source that contribute to SEEK’s climate risk exposure, and it is unlikely to be of significant public interest.</p> <p><b>Stakeholders:</b> No - key stakeholders are unlikely to consider this a relevant source of emissions for SEEK’s business. Comparable organisations have also assessed as not relevant to their organisation’s core operations.</p> <p><b>Outsourcing:</b> No – this has always been an outsourced service. Comparable organisations typically do not include within their boundary.</p>
Postage and courier	N	N	N	N	N	<p><b>Size:</b> No – unlikely to be a material emissions source and not considered key to SEEK’s operations.</p> <p><b>Influence:</b> No - SEEK has recognised that it has limited ability to influence the associated emissions.</p> <p><b>Risk:</b> No - there are no relevant laws or regulations that apply to limit emissions specifically from this source that contribute to SEEK’s climate risk exposure, and it is unlikely to be of significant public interest.</p> <p><b>Stakeholders:</b> No - key stakeholders are unlikely to consider this a relevant source of emissions for SEEK’s business. Comparable industry businesses to SEEK have also assessed as not relevant to their organisation’s core operations.</p> <p><b>Outsourcing:</b> No - this has always been an outsourced service. Comparable organisations typically do not include within their boundary.</p>
Professional services	Y	N	N	N	N	<p><b>Size:</b> Yes –emissions associated with this source may be likely to be large relative to SEEK’s electricity and energy-related emissions.</p> <p><b>Influence:</b> No - SEEK has recognised that it has limited ability to influence the associated emissions (of large often multinational suppliers).</p> <p><b>Risk:</b> No - there are no relevant laws or regulations that apply to limit emissions specifically from this source that contribute to SEEK’s climate risk exposure, and it is unlikely to be of significant public interest.</p> <p><b>Stakeholders:</b> No - key stakeholders are unlikely to consider this a relevant source of emissions for SEEK’s business. Comparable organisations have also assessed as not relevant to the organisation’s core operations.</p> <p><b>Outsourcing:</b> No – this has always been an outsourced service. Comparable businesses typically do not include within their boundary.</p>
Regulatory fees and taxes	N	N	N	N	N	<p><b>Size:</b> No – unlikely to be a material emissions source and not considered key to SEEK’s operations.</p> <p><b>Influence:</b> No - SEEK has recognised that it has limited ability to influence the associated emissions.</p> <p><b>Risk:</b> No - there are no relevant laws or regulations that apply to limit emissions specifically from this source that contribute to SEEK’s climate risk exposure, and it is unlikely to be of significant public interest.</p> <p><b>Stakeholders:</b> No - key stakeholders are unlikely to consider this a relevant source of emissions for SEEK’s business.</p> <p><b>Outsourcing:</b> No - this has always been an outsourced service. Comparable organisations typically do not include within their boundary.</p>





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