



# **PUBLIC DISCLOSURE STATEMENT**

**SEEK LIMITED**

**ORGANISATION CERTIFICATION  
FY2020-21**

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



An Australian Government Initiative



NAME OF CERTIFIED ENTITY: SEEK Limited

REPORTING PERIOD: Financial year 1 July 2020 – 30 June 2021

**Declaration**

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.

Signature

Date: 20 December 2021

Name of Signatory: Rachel Agnew

Position of Signatory: Company Secretary & Head of Governance



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

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Version number February 2021

# 1. CARBON NEUTRAL INFORMATION

## Description of certification

The inventory has been prepared for the financial year from 1 July 2020 to 30 June 2021 and covers the business operations owned and controlled by SEEK Limited (ACN 080 075 314) in Australia and New Zealand.

## 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 in Hong Kong, South-East Asia, Brazil and Mexico. This activity focuses on innovative products, data and technology, employing an office-based workforce. The trading names associated with the operations in Australia and New Zealand are SEEK, SEEK Business, SEEK Learning, SEEK Volunteer, CERTSY and Jora. Three controlled entities operated as separate businesses during FY21: OES, SideKicker and JobAdder.

The certification boundary applied for greenhouse gas (GHG) emissions reporting under Climate Active comprises Australian and New Zealand operations under SEEK Limited (ACN 080 075 314) and SEEK AP&A Pty Ltd (ACN 626 880 037). This includes entities owned by SEEK International Investments Pty Ltd (ACN 121 858 231) during FY21, which included:

- Online Education Services Pty Limited (OES) (ACN 148 177 959)
- The Sidekicker Group Pty Ltd (ACN 163 979 299)
- Job Adder Pty Ltd (ACN 114 887 642).

This boundary excludes activities outside Australia and New Zealand. SEEK intends to expand certification to the global operations in its FY22 certification.

*“SEEK aims to reduce its carbon emissions then offset the remaining under Australia’s governing standard, Climate Active, to demonstrate accountability for its impact on climate change.”*

## 2. EMISSION BOUNDARY

### Diagram of the certification boundary

The reporting boundary of SEEK Limited's business operations has been developed in accordance with the Climate Active Organisation Standard. The following steps were undertaken to develop this reporting boundary and ensure it aligns with the Standard and stakeholder expectations.

- Identification of potential emission sources based on SEEK Limited's assets, operations, and activities.
- Relevancy testing across emission sources in line with requirements of Climate Active Carbon Neutral Standard for Organisations.

Figure 1 summarises the relevant emission sources (quantified and non-quantified) that are included in SEEK Limited's Climate Active Certification boundary, along with those that are excluded.

**Figure 1. SEEK Limited Climate Active certification boundary**

<u>Quantified</u>	<u>Non-quantified</u>	<u>Excluded</u>
Electricity (Australia and international)	N/a	Refrigerants
Stationary energy		Business Services
Base building		Regulatory fees and taxes
ICT services (telecommunications, data centres & computer hardware)		Clothing and merchandise
Water		Accommodation, meals and car hire
Waste		ICT services (other technical equipment, computer and IT consulting services)
Flights		
Taxi and uber		
Employee commuting		
Working from home		
Postage & courier		
Office equipment and supplies (paper & printing)		
Cleaning services		
Office furniture (CAPEX)		
Building fixtures and fittings (CAPEX)		
Building materials (CAPEX)		

## Non-quantified sources

N/A

## Data management plan

N/A

## Excluded sources (outside of certification boundary)

SEEK Limited undertook a detailed relevance assessment for the FY21 reporting year to determine the emissions reporting boundary for organisation certification, in accordance with the relevance tests outlined in Section 2.3.1 of the Climate Active Organisation Standard. The following sources were excluded based on the relevance assessment:

- Refrigerants
- Business services
- Regulatory fees and taxes
- Clothing and merchandise
- Accommodation, meals and car hire
- ICT services (other technical equipment, computer and IT consulting services)

Appendix 1 provides the outcomes of the relevancy testing for these excluded sources.

### 3. EMISSIONS SUMMARY

#### Emissions reduction strategy

SEEK is committed to reducing emissions and supports the objective of keeping global warming below pre-industrial levels. As an online business, SEEK is an energy taker with a relatively low emissions profile compared with most ASX listed companies. Regardless, as a responsive and responsible business, SEEK takes accountability for its impact on climate change and its role in the transition to the low carbon economy.

SEEK has committed to:

- Achieve net zero emissions across all scope emissions by 2030
- Develop a science aligned target by 2025.

To progress towards these targets SEEK is in the process of formalising an emissions reduction strategy.

#### New Melbourne headquarters – 60 Cremorne Street, Cremorne

SEEK's offices are managed with a commitment to minimising waste and energy use. In efforts to reduce future emissions SEEK has relocated its headquarters to a 6-star Green Star Design As Built rating and a 5-star base building NABERS Energy rating. The structure includes natural ventilation, an adaptable underfloor air-distribution system, and increased bicycle parking and end of trip facilities.

During construction 90% of building waste was recycled. The emissions associated with building materials, fixtures and fittings, and office furniture in 60 Cremorne Street have been included and offset in this organisation certification.

#### Corporate Travel

SEEK continues to widely implement technologies to connect SEEK offices, partners and service providers which assists with reducing business travel. At the previous headquarters in St Kilda Road Melbourne (vacated after the FY2021 financial year), meeting areas enabled with video conferencing technology were increased from 23% to 77% in FY2020. SEEK recognises that with opening of international and State borders following COVID-19 restrictions, emissions associated with corporate flights may increase. To address this SEEK is reviewing the internal Travel Policy.

#### Waste & recycling

With the aim of minimising waste, SEEK has a program for the disposal of electronic hardware which can no longer be deployed within the business. Once any data is removed, hardware is either offered to employees at market value or provided to a charity for use within their organisation. Hardware which is not in a useable condition is securely disposed through certified e-waste providers.

## Data Centres & Cloud Based Storage

SEEK's data is predominantly stored in cloud-based platforms and dedicated external data centres in Australia. Cloud-based data storage uses fewer servers and less power resulting in lower carbon emissions compared with data centres. In addition, sharing common commercial data centres achieves energy efficiencies compared with in-house data centres. During FY21 SEEK further increased the proportion of cloud-based storage to approximately 90%.

Where possible, SEEK selects data centres which are pro-active in reducing energy consumption and dependence on non-renewable energy sources. SEEK utilises NEXTDC's M1 data centre in Melbourne which has a 5 star NABERS rating for energy efficiency. NEXTDC's operations have a low Power Usage Effectiveness (PUE) rating of 1.35 where the ideal ratio is 1.00 and the industry average is 1.70.

## Emissions summary (inventory)

Table 1

Emission source category	Carbon (tonnes CO <sub>2</sub> -e)
Electricity - Australia	1,810.28
Electricity – New Zealand	3.06
Stationary energy	89.59
Building & Construction Materials	4,657.36
Office equipment & supplies	1,928.79
Business travel (Flights)	140.49
Business travel (Taxi and share car)	12.46
Employee commuting	500.44
Working from home	1350.14
Cleaning and chemicals	4.36
Data centres & cloud services	903.64
ICT services (telecommunications and computer hardware)	1,217.62
Postage, courier and freight	25.23
Waste	636.96
Water	201.50
<b>Total Net Emissions</b>	<b>13,481.92</b>

## Uplift factors

Table 2

Reason for uplift factor	tonnes CO <sub>2</sub> -e
N/A	0
<i>Total footprint to offset (uplift factors + net emissions)</i>	
	13,481.92

## Carbon neutral products

N/A

## Electricity summary

Total emissions from electricity presented in the emissions summary (Table 1) were calculated using the Location-based approach as market-based methods are not yet able to be applied to SEEK's New Zealand operations as residual mix factors are not currently available.

### Market-based approach summary

Table 3

Market-based approach	Activity Data (kWh)	Emissions (kgCO <sub>2</sub> e)	Renewable %
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	0	0	0%
Jurisdictional renewables	0	0	0%
Residual Electricity	1,366,006	1,465,835	0%
Large Scale Renewable Energy Target (applied to grid electricity only)	318,861	0	19%
<b>Total grid electricity</b>	<b>1,684,868</b>	<b>1,465,835</b>	<b>19%</b>
<b>Total Electricity Consumed (grid + non grid)</b>	<b>1,684,868</b>	<b>1,465,835</b>	<b>19%</b>
Electricity renewables	318,861	0	
Residual Electricity	1,366,006	1,465,835	
<b>Exported on-site generated electricity</b>	<b>0</b>	<b>0</b>	
Emission Footprint (kgCO <sub>2</sub> e)		1,465,835	

Table 4

<b>Total renewables (grid and non-grid)</b>	<b>18.93%</b>
<b>Mandatory</b>	<b>18.93%</b>
<b>Voluntary</b>	<b>0.00%</b>
<b>Behind the meter</b>	<b>0.00%</b>
<b>Residual Electricity Emission Footprint (TCO<sub>2</sub>e)</b>	<b>1,466</b>



## Location-based approach summary

Table 5

Location-based approach	Activity Data (kWh)	Emissions (kgCO <sub>2</sub> e)
ACT	0	0
NSW	105,387	94,849
SA	3,517	1,829
Vic	1,557,896	1,698,107
Qld	12,385	11,518
NT	0	0
WA	5,682	3,977
Tas	0	0
<b>Grid electricity (scope 2 and 3)</b>	<b>1,684,868</b>	<b>1,810,280</b>
ACT	0	0
NSW	0	0
SA	0	0
Vic	0	0
Qld	0	0
NT	0	0
WA	0	0
Tas	0	0
<b>Non-grid electricity (Behind the meter)</b>	<b>0</b>	<b>0</b>
<b>Total Electricity Consumed</b>	<b>1,684,868</b>	<b>1,810,280</b>

Emission Footprint (TCO<sub>2</sub>e)

1,810

## 4. CARBON OFFSETS

### Offsets strategy

Table 6

Offset purchasing strategy:	
In arrears	
1. Total offsets previously forward purchased and banked for this report	0
2. Total emissions liability to offset for this report	13,482
3. Net offset balance for this reporting period	13,482
4. Total offsets to be forward purchased to offset the next reporting period	0
5. Total offsets required for this report	13,482

### Co-benefits of SEEK's projects

In addition to the carbon benefits associated with the offsets projects detailed in Table 7, SEEK purchased and retired an additional 4,315 Australian Biodiversity Units (ABUs) that support local biodiversity conservation in Victoria, Australia.

The **Watchbox Australian Biodiversity Project** is a small-scale project protecting the habitat of vulnerable species listed under the Environment Protection and Biodiversity Conservation Act including the Brush-tailed Phascogale and Clover Glycine. The site is predominantly comprised of grassy dry forest and healthy dry forest vegetation types on land that is actively managed in perpetuity for conservation purposes. 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: 4471-8786
- Date retired: 19 November 2021
- Protection: Trust for Nature covenant (perpetuity)
- Registry: Native Vegetation Credit Register (AU)
- NVCR allocation reference: location Reference: C1854\_VOL002

**AUSTRALIAN  
BIODIVERSITY UNIT  
CERTIFICATE**



## Watchbox Conservation Project

# 4,315

Australian Biodiversity Units  
(6472.5 square metres)  
were cancelled on behalf of:

**SEEK Limited to support its carbon neutral  
claim against the Climate Active Carbon Neutral  
Standard for FY2021.**

Registrar Certification

Date: 19 November 2021

NVCR Allocation Reference: C1854\_VOL002

Serial Numbers 4471-8786

Procurement Partner:



### Peatland Restoration and Conservation Project in 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 populations of the Bornean Orangutan, Proboscis Monkey and Southern Bornean Gibbon.

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

## Offsets summary

### Proof of cancellation of offset units

Table 7

Offsets cancelled for Climate Active Carbon Neutral Certification										
Project description	Type of offset units	Registry	Date retired	Serial number (and hyperlink to registry transaction record)	Vintage	Eligible Quantity (TCO2-e)	Quantity used for previous reporting periods	Quantity banked for future reporting periods	Quantity used for this reporting period claim	Percentage of total (%)
Katingan, Indonesia Peatland Restoration and Conservation Project	VCU	VERRA	17/11/2021	<a href="#">6358-302981955-302985999-VCU-016-APX-ID-14-1477-01112015-31122016-1</a>	2016	4,045	0	0	4,045	30%
Watchbox Australian Biodiversity Project (Land Conversation) stapled to Inner Mongolia, China Ximeng Zheligentu Wind Farm Phase 1 Project	VCU	VERRA	17/11/2021	<a href="#">9962-169611938-169616252-VCS-VCU-259-VER-CN-1-849-01012017-31122017-0</a>	2017	4,315	0	0	4,315	32%
	Australian Biodiversity Units (ABUs)	Native Vegetation Credit Register (AU)	19/11/2021	4471-8786	n/a	0	0	0	4,315	n/a
Inner Mongolia, China Ximeng Zheligentu Wind Farm Phase 1 Project	VCU	VERRA	17/11/2021	<a href="#">9962-169616253-169621374-VCS-VCU-259-VER-CN-1-849-01012017-31122017-0</a>	2017	5,122	0	0	5,122	38%
<b>Total offsets retired this report and used in this report</b>									13,482	

*Total offsets retired this report and banked for future reports*

0

Type of offset units	Quantity (used for this reporting period claim)	Percentage of Total
Verified Carbon Units (VCUs)	13,482	100%

## 5. USE OF TRADE MARK

**Table 8**

Description where trademark used	Logo type
Annual Report	Certified Organisation
Sustainability Report	Certified Organisation
Website	Certified Organisation
Email signatures	Certified Organisation
Social media sites including LinkedIn, Twitter, Instagram	Certified Organisation
Other marketing materials (newsletters, online communications, printed materials)	Certified Organisation

# APPENDIX 1

## Excluded emissions

To be deemed relevant an emission must meet two of the five relevance criteria. Excluded emissions are detailed below against each of the five criteria.

**Table 9**

Relevance test					
Excluded emission sources	The emissions from a particular source are likely to be large relative to the organisation's electricity, stationary energy and fuel emissions	The emissions from a particular source contribute to the organisation's greenhouse gas risk exposure.	Key stakeholders deem the emissions from a particular source are relevant.	The responsible entity has the potential to influence the reduction of emissions from a particular source.	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.
Refrigerants	No	No	Yes	No	No
Business services	Yes	No	No	No	No
Regulatory fees and taxes	Yes	No	No	No	No
Clothing and merchandise	No	No	No	No	No
Accommodation, meals and car hire	No	No	No	Yes	No
ICT services (technical equipment, computer and IT consulting services)	Yes	No	No	No	No

# APPENDIX 2

## Non-quantified emissions for organisations

N/A

Table 10

Non-quantification test				
Relevant-non-quantified emission sources	<i>Immaterial &lt;1% for individual items and no more than 5% collectively</i>	<i>Quantification is not cost effective relative to the size of the emission but uplift applied.</i>	<i>Data unavailable but uplift applied. A data management plan must be put in place to provide data within 5 years.</i>	<i>Initial emissions non-quantified but repairs and replacements quantified</i>

N/A





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