



# **PUBLIC DISCLOSURE STATEMENT**

**XERO LIMITED**

**ORGANISATION CERTIFICATION**

**FY2021–22**


Australian Government

# Climate Active Public Disclosure Statement



An Australian Government Initiative



NAME OF CERTIFIED ENTITY	Xero Limited
REPORTING PERIOD	1 April 2021 – 31 March 2022 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></p> <p>Karen Davis Executive General Manager - Communications, Xero 31/03/2023</p>



Australian Government

Department of Climate Change, Energy,  
the Environment and Water

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Version March 2022.

# 1.CERTIFICATION SUMMARY

TOTAL EMISSIONS OFFSET	5,394 tCO <sub>2</sub> -e
OFFSETS BOUGHT	100% VCUs
RENEWABLE ELECTRICITY	N/A
TECHNICAL ASSESSMENT	Not required as this is third year of certification Next technical assessment due: FY23

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## 2. CARBON NEUTRAL INFORMATION

### Description of certification

This FY22 certification relates to all of Xero's owned and operated business operations in Australia ABN 89 124 215 247, and internationally (Company number NZ 183 0488, AU ARBN 160 661 183). This includes operations in New Zealand, Europe, North America, Africa, and Asia. The FY22 inventory detailed in this Public Disclosure Statement (PDS) comprises the period from 1 April 2021 to 31 March 2022 and has been developed in accordance with the Climate Active Carbon Neutral Standard for Organisations.

Xero Ltd and its subsidiaries (Xero Group) is a global small business platform with 3.5 million subscribers which includes a core accounting solution, payroll, workforce management, expenses and projects. Xero also has an extensive ecosystem of connected apps and connections to banks and other financial institutions helping small businesses access a range of solutions from within Xero's open platform to help them run their business and manage their finances.

For three consecutive years (2020-2022) Xero was included in the Bloomberg Gender-Equality Index. In 2021, Xero was included in the Dow Jones Sustainability Index (DJSI), powered by the S&P Global Corporate Sustainability Assessment. Xero is a [FIFA Women's Football partner](#) under FIFA's new commercial structure.

Founded in 2006, Xero is a global business, domiciled in New Zealand and listed on the Australian Securities Exchange (ASX: XRO). The team of more than 4,700 employees across the globe, is driven by a purpose to make life better for people in small business, their advisors and communities around the world.

*"Climate Active provides a best-practice framework for accounting for, reducing and offsetting our emissions. Carbon neutral certification demonstrates to our customers that we committed to minimising our impact on the environment now, and into the future".*

### Organisation description

The certification boundary has been developed using the operational control approach and includes emissions from Xero Group's activities in Australia and international locations during FY22. During FY22 Xero operated out of 24 offices and 8 coworking spaces across Australia and New Zealand, Europe, North America, Africa, and Asia.

The following organisations are included with Xero's FY22 certification boundary.

Legal entity name	Country	ABN (if applicable)
Planday	Denmark	N/A
Tickstar	Sweden	N/A
LOCATE Inventory	United States	N/A
TaxCycle	Canada	N/A

## 3.EMISSIONS BOUNDARY

The reporting boundary for Xero'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 both the Standard and stakeholder expectations:

- Identification of a long list of potential emissions sources to be considered based on a desktop assessment of:
  - Xero's FY22 Annual Report
  - Xero's FY22 asset list
  - Climate Active reporting by Xero's peers.
- Detailed relevance testing across each of the identified emissions sources in line with the requirements of the Climate Active Carbon Neutral Standard for Organisations.

### 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 outlined on page 11.

### Outside the emissions boundary

**Excluded emissions** are those that have been assessed as not relevant to an organisation's or precinct's operations and are outside of its emissions boundary or are outside of the scope of the certification. These emissions are not part of the carbon neutral claim. Further detail is available at Appendix D.

Importantly, Xero seeks to include all emissions assessed as relevant in its carbon footprint calculations and excludes only emissions that have been assessed as not relevant according to the relevance test in line with Climate Active requirements.

## Inside emissions boundary

### Quantified

*Accommodation and facilities*

*Air transport*

*Electricity (Australia)*

*Electricity (international)*

*Stationary energy*

*ICT services (platform hosting services)*

*Food and catering (Xero's events and internal staff events)*

*Office equipment and supplies*

*Waste*

*Water*

*Taxi and Uber*

*Working from home*

*Land and sea transport (km)*

*Land and sea transport (fuel)*

### Non-quantified

*Not applicable*

## Outside emission boundary

### Excluded

*ICT services (excluding platform hosting) and equipment (including electronic equipment, telephone and internet, bandwidth and connectivity, computer and technical services)*

*Food and catering purchased by Xero employees that is not controlled by management*

*Xero merchandise (clothing) purchased*

*Business services*

*Owned and leased IT equipment*

*Storage and shipping of Xero merchandise*

*General postal services*

*Investments made by Xero*

## Data management plan for non-quantified sources

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

## 4. EMISSIONS REDUCTIONS

### Emissions reduction strategy

Environmental sustainability is important to Xero's people and purpose. Xero recognises its role in looking after the planet, and is committed to taking meaningful action on climate change. In 2019, Xero reported its carbon footprint for the first time, and offset 100% of its emissions for the year to 31 March 2019 (FY19). Following this Xero raised its ambition to achieve carbon neutrality for FY20 through its first year of Climate Active certification and is continuing this commitment for a third year.

In November 2022, [Xero publicly committed](#) to the adoption of emissions reduction targets consistent with the recommendations of the Science-Based Targets initiative (SBTi), including:

- 42% reduction in Scope 1 and 2 emissions from a FY20 base by FY30
- 17% reduction in Scope 3 emissions from a FY20 base by FY30
- Net-zero no later than FY50

These targets provide clear direction for Xero to reduce its greenhouse gas emissions, aligned to the Paris Agreement's goal of limiting global warming to well below 2°C, with efforts to achieve 1.5°C.

In order to realise these targets, Xero has outlined the following emissions reduction actions across its operations to be achieved by FY30:

#### Scope 2

- Transition 75% of office tenancy electricity load to verified renewable electricity
- Increase average energy efficiency of office tenancies by 10%

#### Scope 3

- Transition 50% of base building electricity load to verified renewable electricity
- Increase average energy efficiency of base building services by 10%
- Increase uptake of low emissions transport for staff commute (e.g. active, public) by 40%
- Reduce flight passenger kilometres per full time employee by 70%
- Cap the class of flights at premium economy for long haul and economy for domestic business travel
- Reduce number of hotel nights for business travel by 70% per full time employee
- 70% increase in the diversion of organic waste generated at Xero offices from landfill
- Transition all cloud services to providers that utilise 100% verified renewable electricity
- Increase proportion of vegetarian options at catered events to 80% (by total spend).

These targets are the result of extensive modelling that accounts for the growth ambitions and nature of Xero's operations to FY30 and beyond. Xero will continue to track and report progress against these targets.

Further to these emission reduction targets, Xero has developed a [roadmap to implement the Taskforce for Climate-related Financial Disclosure](#) (TCFD) framework across the business.

Beyond reducing emissions in Xero's value chain, in September Xero announced a partnership with global sustainability fintech, Cogo. Xero and Cogo are working together to provide small businesses with the tools to better understand their emissions footprint and take action to reduce it.

## Emissions reduction actions

The current actions that Xero has in place via its Environmental Sustainability Policy that help to reduce emissions across the business are:

1. Purchasing certified carbon neutral electricity via Powershop for Melbourne and Sydney offices. In addition, a number of international offices use renewable energy or energy from an electricity supplier that offsets the emissions related to the electricity it supplies. However, the latter is not considered certified carbon neutral for Climate Active reporting purposes.
2. Assessing the potential to transition to renewable electricity for office tenancies across Xero's global operations.
3. Reducing electricity consumption via efficiency measures within Xero offices such as sensor and timer lighting, use of LED lighting in the majority of offices, working with air conditioning engineers and landlords to improve the efficiency of heating and cooling systems, including a solar shade to help make the air conditioning more effective in Wellington (New Zealand), and solar panels in Napier (New Zealand).
4. Reducing office waste production and increasing recycling rates including e-waste collection and compost bins in some offices. Xero also has can, glass, paper recycling, as well as soft and hard plastic recycling, battery recycling and printer toner cartridge recycling.
5. Encouraging employees to use active or public transport rather than private vehicles. Xero also provides motorbike and cycle parking, as well as shower and changing facilities in the majority of offices to promote use of public transport.
6. Ensuring that access to video conference technology is straightforward for Xero people and its use is integrated into normal ways of working. This helps to minimise carbon intensive travel options such as air travel.
7. Enhancing Xero procurement processes to enable consideration of climate impacts in purchasing decisions.

The table in Appendix A provides a summary of all areas Xero considers and focuses on to identify improvement opportunities for emissions reduction and environmental performance across all offices.



## 5.EMISSIONS SUMMARY

### Emissions over time

The following table details our inventory for the relevant reporting year.

Emissions since base year		Total tCO <sub>2</sub> -e
Base year/Year 1:	2019–20	12,146
Year 2:	2020–21	4,025
Year 3:	2021–22	5,394

Xero reported a 67% decrease in emission in FY21 relative to its FY20 base year due to the COVID-19 pandemic, as business operations have resumed emissions have increased, however still demonstrate a decrease compared to FY20 base year.

### Significant changes in emissions

The following table details significant year on year changes and the reason for change.

Emission source name	Current year (tCO <sub>2</sub> -e)	Previous year (tCO <sub>2</sub> -e)	Detailed reason for change
ICT services	738.88	939.00	Emissions reductions driven by a commitment by primary cloud service provider, <a href="#">AWS, to transition to 100% renewable electricity by 2025.</a>
WFH - Victoria	635.87	684.98	Reduction in WFH emissions in Victoria attributable to increased office attendance in line with public health advice.
WFH - International	425.45	580.34	Emissions reductions primarily driven by change in modelling methodology and application of region-specific emission factors
Total net electricity emissions (Location based)	493.31	223.10	Increase in Australian Scope 2 emissions attributable to combination of increased staff numbers and increased office attendance in line with public health advice.
Medium Car: unknown fuel	821.13	348.68	Increase in emissions from staff commute via private car attributable to a combination of increased staff numbers and increased Climate Active emission factor.

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

N/A

## Organisation emissions summary

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

Emission category	Sum of Scope 1 (tCO <sub>2</sub> -e)	Sum of Scope 2 (tCO <sub>2</sub> -e)	Sum of Scope 3 (tCO <sub>2</sub> -e)	Sum of total emissions (tCO <sub>2</sub> -e)
Accommodation and facilities	0.00	0.00	52.59	52.59
Electricity (Australia)	0.00	493.31	0.00	493.31
Food	0.00	0.00	241.99	241.99
Office equipment & supplies	0.00	0.00	2.17	2.17
Stationary Energy (gaseous fuels)	96.47	0.00	11.63	108.10
Transport (Air)	0.00	0.00	380.43	380.43
Transport (Land and Sea)	5.03	0.00	938.40	943.43
Waste	0.00	0.00	227.52	227.52
Water	0.00	0.00	30.32	30.32
Working from home (Australia)	0.00	0.00	744.72	744.72
Bespoke - Water	0.00	0.00	0.01	0.01
Bespoke - ICT Services	0.00	0.00	738.88	738.88
Bespoke - Rental car	0.00	0.00	0.76	0.76
Bespoke - Grey Fleet	0.00	0.00	48.62	48.62
Bespoke - Working from home (International)	0.00	0.00	425.45	425.45
Bespoke - Natural gas (NZ)	81.00	0.00	4.81	85.81
Bespoke - Natural gas (International)	85.67	0.00	11.04	96.71
Bespoke - Electricity (New Zealand)	0.00	152.07	13.94	166.01
Bespoke - Electricity (Hong Kong)	0.00	5.18	0.00	5.18
Bespoke - Electricity (Singapore)	0.00	8.06	0.16	8.22
Bespoke - Electricity (South Africa)	0.00	10.29	0.82	11.11
Bespoke - Electricity (Sweden)	0.00	0.04	0.00	0.04
Bespoke - Electricity (UK)	0.00	36.44	3.54	39.98
Bespoke - Electricity (USA, Colorado)	0.00	29.13	1.54	30.67
Bespoke - Electricity (USA, New York)	0.00	6.60	0.35	6.95
Bespoke - Electricity (USA, California)	0.00	2.12	0.11	2.23
Bespoke - Electricity (Canada, Alberta)	0.00	34.55	2.79	37.34
Bespoke - Electricity (Canada, Ontario)	0.00	9.15	0.31	9.46
Bespoke - Electricity (Germany)	0.00	5.25	0.21	5.46
Bespoke - Electricity (Norway)	0.00	0.08	0.01	0.09
Bespoke - Electricity (Poland)	0.00	5.54	0.33	5.87
Bespoke - Base building services - Electricity - New Zealand	0.00	0.00	82.26	82.26
Bespoke - Base building services - Electricity - International	0.00	0.00	177.30	177.30
Bespoke - Electricity (Denmark)	0.00	14.46	0.87	15.33
<b>Total</b>	<b>268.18</b>	<b>812.26</b>	<b>4143.87</b>	<b>5224.30</b>

Bespoke emission factors have been sourced for international locations and used for supplier specific emissions.

## Uplift factors

An uplift factor is an upwards adjustment to the total carbon inventory to account for relevant emissions, which can't be reasonably quantified or estimated. This conservative accounting approach helps ensure the integrity of the carbon neutral claim.

Reason for uplift factor	tCO <sub>2</sub> -e
Uplift applied to ICT services (AWS platform hosting services) to account for Scope 3 emissions <sup>1</sup>	169.0
Total of all uplift factors	169.0
<b>Total footprint to offset</b> <i>(total net emissions from summary table + total uplifts)</i>	<b>5,393.3</b>

<sup>1</sup> 23% uplift factor derived from publicly available Climate Active PDS for NEXTDC's data centre infrastructure and their relevant proportion of Scope 1, 2 and 3 emissions. <https://www.climateactive.org.au/buy-climate-active/certified-members/nextdc>

## 6. CARBON OFFSETS

### Offsets retirement approach

In arrears		
1.	Total number of eligible offsets banked from last year's report	0
2.	Total emissions footprint to offset for this report	5,394
3.	Total eligible offsets required for this report	5,394
4.	Total eligible offsets purchased and retired for this report	5,394
5.	Total eligible offsets banked to use toward next year's report	0

### Co-benefits

The largest program of its kind, the Katingan Peatland Restoration and Conservation project generates an average 7.5 million triple gold certified carbon credits annually; equivalent to taking 2,000,000 cars off the road each year. In partnership with local communities, Katingan utilises carbon revenues to ensure natural forest restoration and protection, through activities aligned to the UN Sustainable Development Goals. The project protects vital peatland habitats in Central Kalimantan, Indonesia for five Critically Endangered, eight Endangered and 31 Vulnerable species. The protected area is home to between 5 - 10% of the global populations of the Bornean Orangutan, Proboscis Monkey and Southern Bornean Gibbon.

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

## Eligible offsets retirement summary

Offsets cancelled for Climate Active Carbon Neutral Certification											
Project description	Type of offset units	Registry	Date retired	Serial number (and hyperlink to registry transaction record)	Vintage	Stapled quantity	Eligible quantity (tCO <sub>2</sub> -e)	Eligible quantity used for previous reporting periods	Eligible quantity banked for future reporting periods	Eligible quantity used for this reporting period	Percentage of total (%)
Katingan Peatland Restoration and Conservation Project (Borneo, Indonesia)	VCUs	Verra	15/11/2022	<a href="#">6359-308060919-308065705-VCU-016-APX-ID-14-1477-01012017-31122017-1</a>	2017	0	4,787	0	0	4,787	88.7%
Katingan Peatland Restoration and Conservation Project (Borneo, Indonesia)	VCUs	Verra	15/11/2022	<a href="#">6359-307581641-307582139-VCU-016-APX-ID-14-1477-01012017-31122017-1</a>	2017	0	499	0	0	499	9.3%
Katingan Peatland Restoration and Conservation Project (Borneo, Indonesia)	VCUs	Verra	13/12/2022	<a href="#">6359-307580738-307580845-VCU-016-APX-ID-14-1477-01012017-31122017-1</a>	2017	0	108	0	0	108	2.0%
Total offsets retired this report and used in this report										5,394	
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)	5,394	100%

## 7. RENEWABLE ENERGY CERTIFICATE (REC) SUMMARY

### Renewable Energy Certificate (REC) summary

N/A.

## APPENDIX A: ADDITIONAL INFORMATION

In addition to the carbon benefits associated with the offset projects detailed in Section 6, Xero also purchased and cancelled (otherwise known as stapled) an additional 500 assigned amount units (AAUs) that support a Permanent Forest Sink Initiative (PFSI) in New Zealand (NZ).

The **Fishermans Bay PFSI Carbon and Conservation Project** is located in Fishermans Bay, NZ, approximately 25 minutes from Akaroa in the South Island. The project consists of 59 hectares of post-1989 regenerating native forest and outstanding conservation projects including protecting the breeding habitat of endangered Yellow Eyed Penguin, Giant Bush Weta and extremely rare plants. This project produces PFSI units in New Zealand which are then converted to AAUs that are registered and cancelled on the New Zealand Emissions Trading Registry. Each unit represents 1 tonne of carbon dioxide equivalent (tCO<sub>2</sub>e) sequestered by the permanent forest sink initiative in New Zealand. The income from sale of carbon offsets supports Permanent Forests NZ Limited activities such as:

- Yellow-Eyed Penguin sanctuary habitat management/ predator control
- Possum and predator pest control work
- Reserve boundary fencing improvements and repair
- Public access – safe access tracks for public and educational groups
- Fire control response capability
- Noxious weed control work
- Support of research and conservation work by Department of Conservation (DOC) and other agencies
- Monitoring and reporting

Further details of the AAU purchase and cancellation transaction include:

- Project name: Fishermans Bay PFSI Carbon & Conservation Project
- Account holder: Permanent Forests NZ Limited
- Account number: NZ-9774
- Location: Fishermans Bay, New Zealand
- Serial numbers: 213837356 to 213837855
- Unit: Assigned Amount Unit (AAU)
- Transaction ID: KVC24789-15
- Date cancelled: 19 November 2022
- Registry: New Zealand Emissions Trading Register

Please see below screenshot of certificate detailing the volume of AAUs (500) that were retired for this reporting period (FY2021-22).



22-Nov-2022

### Voluntary Cancellation Certificate

This certificate verifies completion of the following voluntary cancellation transaction in the New Zealand Emissions Trading Register:

<b>Transaction ID</b>	KVC24789-15
<b>Date of cancellation transaction</b>	19-Nov-2022
<b>Account Holder name</b>	Permanent Forests NZ Limited
<b>Account number</b>	NZ-9774
<b>Quantity of units cancelled</b>	500
<b>Cancellation purpose (if provided)</b>	Retired on behalf of Xero Limited as part of its FY2022 carbon neutral commitments.

The voluntary cancellation transaction has been completed in accordance with the Climate Change Response Act (2002).

The serial block details for the cancelled units are as follows:

Unit Type	Serial block starting serial number	Serial block ending serial number	Project ID	LULUCF ID	Quantity of Units
AAU	213837356	213837855			500

The details of this voluntary cancellation are also published within the ETS reports and information section of the EPA website ([www.epa.govt.nz](http://www.epa.govt.nz))

ETS019-1



Environmental  
Protection Authority  
*Te Mana Rauhi Taiao*

Private Bag 63002  
Wellington 6140

[www.emissionsregister.govt.nz](http://www.emissionsregister.govt.nz)  
0800 CLIMATE (0800 254 628)  
[info@emissionsregister.govt.nz](mailto:info@emissionsregister.govt.nz)

**New Zealand Government**



The table below summarises all the current areas of focus for improving Xero's environmental performance and awareness across all of Xero's offices. The aim over time is to increase the number of offices that Xero able to deliver the listed initiatives into.

Environmental improvement activities at Xero	% of locations with these activities in place
<b>Recycling</b>	
Paper & Card Recycling	95%
Glass Recycling	90%
Hard Plastic Recycling	95%
Soft Plastic Recycling	35%
Can Recycling	95%
Composting	40%
Printer Toner Cartridges	88%
Audited for performance for Xero's waste segregation	12%
Direct control over waste disposal	10%
Battery Recycling	72%
Use of rechargeable batteries	80%
E-waste	90%
Information on recycling on Help centre	95%
<b>Engagement</b>	
Local Green/Environment group	50%
<b>Waste Avoidance</b>	
No paper/plastic coffee cups	95%
No bottled water	100%
Sparkling water dispensers	74%
<b>Support of Alternative Transport</b>	
Showers	75%
Cycle storage	90%
Cycle repair equipment	30%
Charging points for EV's	21%
Charging points for E Bikes	16%
Motorbike parking	53%
Changing Facilities	79%
Xero Cycles	16%
Xero Scooters	16%
Information on the above on Helpcentre	82%
<b>Sustainable Purchasing</b>	
Printer paper from recycled or FSC virgin fibre	95%
Printer Paper - Carbon Neutral	24%
Toilet paper from recycled/FSC	94%
Handtowel paper from recycled/FSC	94%
Cleaners use low environmental impact methods	88%
Ethical sanitary products	75%
<b>Water</b>	
Rainwater harvesting in buildings	5%
Low volume flush toilets	58%
Water efficient taps	58%
Water efficient showers	50%
Tenancy water meters	21%
<b>Electricity</b>	
Light timers/sensors	75%
'Switch Off' signage	88%
LED lighting	65%
Tenancies separately metered	63%
Electricity consumption recorded	79%
Control over the purchase of our electricity	25%
Renewable Energy only contracts	14%
Electricity provider offsets the carbon emissions of the electricity it supplies	67%
<b>Building</b>	
Building certified to Green Star, LEED, BREEAM, NABERS.	47%

## APPENDIX B: ELECTRICITY SUMMARY

Electricity emissions are calculated using a location-based approach.

### Location-based method

The location-based method provides a picture of a business's electricity emissions in the context of its location, and the emissions intensity of the electricity grid it relies on. It reflects the average emissions intensity of the electricity grid in the location (State) in which energy consumption occurs. The location-based method does not allow for any claims of renewable electricity from grid-imported electricity usage.

### Market-based method

The market-based method provides a picture of a business's electricity emissions in the context of its renewable energy investments. It reflects the emissions intensity of different electricity products, markets and investments. It uses a residual mix factor (RMF) to allow for unique claims on the zero emissions attribute of renewables without double-counting.

#### Market Based Approach Summary

Market Based Approach	Activity Data (kWh)	Emissions (kgCO <sub>2</sub> e)	Renewable Percentage of total
Behind the meter consumption of electricity generated	0	0	0%
<b>Total non-grid electricity</b>	<b>0</b>	<b>0</b>	<b>0%</b>
LGC Purchased and retired (kWh) (including PPAs & Precinct LGCs)	0	0	0%
GreenPower	0	0	0%
Jurisdictional renewables (LGCs retired)	52,063	0	10%
Jurisdictional renewables (LRET) (applied to ACT grid electricity)	11,889	0	2%
Large Scale Renewable Energy Target (applied to grid electricity only)	86,880	0	16%
Residual Electricity	380,467	378,551	0%
<b>Total grid electricity</b>	<b>531,298</b>	<b>378,551</b>	<b>28%</b>
<b>Total Electricity Consumed (grid + non grid)</b>	<b>531,298</b>	<b>378,551</b>	<b>28%</b>
Electricity renewables	150,831	0	
Residual Electricity	380,467	378,551	
<b>Exported on-site generated electricity</b>	<b>0</b>	<b>0</b>	
Emissions (kgCO <sub>2</sub> e)		378,551	

#### Total renewables (grid and non-grid)

28.39%

#### Mandatory

28.39%

#### Voluntary

0.00%

#### Behind the meter

0.00%

#### Residual Electricity Emission Footprint (TCO<sub>2</sub>e)

379

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

*Voluntary includes LGCs retired by the ACT (MWh)*

52

## Location Based Approach Summary

Location Based Approach	Activity Data (kWh)	Scope 2 Emissions (kgCO <sub>2</sub> e)	Scope 3 Emissions (kgCO <sub>2</sub> e)
ACT	63,952	49,882	4,477
NSW	140,175	109,337	9,812
SA	0	0	0
Vic	247,008	224,778	24,701
Qld	65,870	52,696	7,904
NT	0	0	0
WA	14,293	9,577	143
Tas	0	0	0
<b>Grid electricity (Scope 2 and 3)</b>	<b>531,298</b>	<b>446,269</b>	<b>47,037</b>
ACT	0	0	0
NSW	0	0	0
SA	0	0	0
Vic	0	0	0
Qld	0	0	0
NT	0	0	0
WA	0	0	0
Tas	0	0	0
<b>Non-grid electricity (Behind the meter)</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Total Electricity Consumed</b>	<b>531,298</b>	<b>446,269</b>	<b>47,037</b>

<b>Emission Footprint (TCO<sub>2</sub>e)</b>	<b>493</b>
<i>Scope 2 Emissions (TCO<sub>2</sub>e)</i>	446
<i>Scope 3 Emissions (TCO<sub>2</sub>e)</i>	47

Carbon Neutral electricity offset by Climate Active Product	Activity Data (kWh)	Emissions (kgCO <sub>2</sub> e)
<i>Powershop<sup>2</sup></i>	<b>277,929</b>	<b>0</b>

*Climate Active carbon neutral electricity is not renewable electricity. The emissions have been offset by another Climate Active member through their Product certification.*

<sup>2</sup> Powershop's retail electricity product is Climate Active certified: <https://www.climateactive.org.au/buy-climate-active/certifiedmembers/powershop>

## APPENDIX C: INSIDE EMISSIONS BOUNDARY

### Non-quantified emission sources

No emissions sources have been assessed as relevant (non-quantified).

## APPENDIX D: OUTSIDE EMISSIONS BOUNDARY

### Excluded emission sources

The below emission sources have been assessed as not relevant to an organisation's or precinct's operations and are outside of its emissions boundary. These emissions are not part of the carbon neutral claim. Emission sources considered for relevance must be included within the certification boundary if they meet two of the five relevance criteria. Those which only meet one condition of the relevance test can be excluded from the certification boundary.

Emissions tested for relevance are detailed below against each of the following criteria:

1. **Size** The emissions from a particular source are likely to be large relative to the organisation's electricity, stationary energy and fuel emissions.
2. **Influence** The responsible entity has the potential to influence the reduction of emissions from a particular source.
3. **Risk** The emissions from a particular source contribute to the organisation's greenhouse gas risk exposure.
4. **Stakeholders** Key stakeholders deem the emissions from a particular source are relevant.
5. **Outsourcing** The emissions are from outsourced activities previously undertaken within the organisation's boundary, or from outsourced activities typically undertaken within the boundary for comparable organisations.

- The following table documents the relevant non-quantified emission sources for the reporting period.

Emission sources tested for relevance	(1) Size	(2) Influence	(3) Risk	(4) Stakeholders	(5) Outsourcing	Included in boundary?
ICT services (excluding platform hosting) and equipment (including electronic equipment, telephone and internet, bandwidth and connectivity, computer and technical services)	Yes	No	No	No	No	No

Owned and leased IT equipment	Yes	No	No	No	No	No
Food and catering purchased by Xero employees that is not controlled by management	No	No	No	No	No	No
Xero merchandise (clothing) purchased	No	No	No	No	No	No
Storage and shipping of Xero merchandise	No	No	No	No	No	No
Business services	No	No	No	No	No	No
General postal services	No	No	No	No	No	No
Investments	Yes	No	No	No	No	No



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