



PUBLIC DISCLOSURE STATEMENT

**DT MANAGEMENT & FACILITY SERVICES
PTY LTD (TRADING AS DTMF GROUP)**

**ORGANISATION CERTIFICATION
FY2022-23**


Australian Government

Climate Active Public Disclosure Statement



An Australian Government Initiative



NAME OF CERTIFIED ENTITY	DT Management & Facility Services Pty Ltd (trading as DTMF Group)
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>Stephanie Deligiorgis Managing Director 6th December 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	215 tCO ₂ -e
OFFSETS USED	47% ACCUs, 53% VERs
RENEWABLE ELECTRICITY	Not applicable
CARBON ACCOUNT	Prepared by: Heidi Fog, Carbon Neutral Pty Ltd
THIRD PARTY VALIDATION	Type 1 13 November 2023 Tardrew Partners

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2. CARBON NEUTRAL INFORMATION

Description of certification

The Climate Active Carbon Neutral certification covers the Australian business operations of DT Management & Facility Services Pty Ltd, trading as DTMF Group, ABN 97 158 933 174. The operational boundary of the carbon account has been defined based on the operational control approach. Our products, services and staffing provided by our 3rd party suppliers are not included in the operational boundary of this certification.

This Public Disclosure Statement represents the reporting period 1 July 2022 to 30 June 2023 (FY2022-23).

The carbon account has been prepared in accordance with the Climate Active Carbon Neutral Standard for Organisations. This entails using recognised emission factors and methods for carbon accounting published in Australia, such as the National Greenhouse Accounts (NGA) Factors, and the work of the international corporate accounting and reporting standard The Greenhouse Gas Protocol.

The greenhouse gasses included in the carbon account are the seven gasses reported under the Kyoto Protocol: carbon dioxide (CO₂), methane (CH₄), nitrous oxide (N₂O), hydrofluorocarbons (HFCs), perfluorocarbons (PFCs), sulphur hexafluoride (SF₆) and nitrogen trifluoride (NF₃). These gasses are expressed in carbon dioxide equivalents (CO₂-e), providing the ability to present greenhouse gas emissions as one unit.

Organisation description

DTMF Group is a well-respected, well-informed organisation specialising in cleaning, maintenance, facilities management and hygiene services delivered Australia-wide. With over 23 years of experience, DTMF Group seamlessly delivers industry-leading integrated facilities services on the strength of our engaged workforce and strong management practices connected through technology solutions underpinned by certified management systems.

DT Management & Facility Services Pty Ltd trades as DTMF Group. Our core assets are located at our Melbourne office and warehouse.

3.EMISSIONS BOUNDARY

This is a small organisation certification, which uses the standard Climate Active small organisation 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		Outside emission boundary
<u>Quantified</u>	<u>Non-quantified</u>	<u>Excluded</u>
Accommodation and facilities	All activities have been included	No exclusions
Cleaning and chemicals		
Climate Active Carbon Neutral Products and Services		
Fuel (fleet)		
Stationary energy (natural gas)		
Electricity		
Food		
ICT services, equipment and telecommunication		
Machinery and vehicles incl. repair and maintenance		
Office equipment and supplies		
Postage, courier and freight		
Insurance		
Subscriptions and periodicals		
Accounting services		
Advertising services		
Legal services		
Photographic services		
Parking and tolls		
Refrigerants		
Air, taxi and rideshare travel		
Staff and contractor commute		
Staff working from home		
Waste		
Water		

4. EMISSIONS REDUCTIONS

Emissions reduction strategy

DTMF Group is committed to reduce our FY23 base year carbon footprint by at least 30%, evident when our Climate Active FY2029 carbon account is produced and submitted to Climate Active by 31 October 2029.

As we have just begun our Climate Active journey, we will hit the ground running.

Actions to be fully implemented prior 31/12/2023:

- Our top priority is to move 100% of our purchased electricity to a 100% renewable electricity product effective as of 1 January 2024. This would have the ability to save an annual 22.21 t CO₂-e or 10% of our total carbon emissions based on our FY23 base year.

We pledge to action by July 2024 (other specific actions to come in our FY24 PDS):

- Our staff are to immediately focus on how to reduce our volume to landfill by encouraging all colleagues and contractors to divert, if these cannot be avoided all together, resources from landfill to recycling. Our aim is zero clean paper and cardboard, zero food and zero e-waste going to landfill. We will set a target of reducing our volume to landfill by 50% by 1 January 2025. This would have the ability to save an annual 10.75 t CO₂-e or 5% of our total carbon emissions based on our FY23 base year. As well as saving money on landfill collections.
- We will uphold our status as a Climate Active carbon neutral certified organisation.
- Our Management Team and Board of Directors will visualise and build commitment, engagement and action amongst all colleagues, contractors, clients and supply chain to ensure all understand what is expected of them and the direction we are taking.

We pledge to action by July 2026:

- Uphold the 15% absolute emissions savings we have been able to achieve across FY23 – FY26.
- Avoiding electricity usage after hours.
- Encourage staff and contractors to take up renewables as their home electricity product as well as reduce electricity usage and resource disposal where they can.
- Have a plan and process in place on how we reduce emissions by 10-20% across our scope 3 emissions between 2026 and 2030. At this time, it seems to us it is going to require us (and not only us) to have less spending across many emissions categories and not just one cut against one emissions source.
- Improving the energy efficiency of our cleaning equipment used to service our client sites and working with our clients to understand where renewable energy is supplied.

5.EMISSIONS SUMMARY

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

Not applicable.

Emissions summary

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

Emission category	Sum of scope 1 (t CO ₂ -e)	Sum of scope 2 (t CO ₂ -e)	Sum of scope 3 (t CO ₂ -e)	Sum of total emissions (t CO ₂ -e)
Accommodation and facilities	0.00	0.00	0.88	0.88
Cleaning and chemicals	0.00	0.00	4.63	4.63
Climate Active carbon neutral products and services	0.00	0.00	0.00	0.00
Electricity	0.00	20.52	1.69	22.21
Food	0.00	0.00	7.77	7.77
ICT services and equipment	0.00	0.00	17.91	17.91
Machinery and vehicles	0.00	0.00	30.49	30.49
Office equipment and supplies	0.00	0.00	12.73	12.73
Postage, courier and freight	0.00	0.00	4.19	4.19
Products	0.00	0.00	0.04	0.04
Professional services	0.00	0.00	20.20	20.20
Refrigerants	0.00	0.00	0.00	0.00
Stationary energy (gaseous fuels)	0.00	0.00	0.00	0.00
Transport (air)	0.00	0.00	0.00	0.00
Transport (land and sea)	4.92	0.00	56.22	61.14
Waste	0.00	0.00	21.50	21.50
Water	0.00	0.00	0.25	0.25
Working from home	0.00	0.00	0.00	0.00
Total emissions	4.92	20.52	178.49	203.94

Uplift factors

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

Reason for uplift factor	t CO ₂ -e
Mandatory 5% uplift for small organisations	10.19
Total of all uplift factors	10.19
Total emissions footprint to offset <i>(total emissions from summary table + total of all uplift factors)</i>	214.13

6. CARBON OFFSETS

Offsets retirement approach








This certification has taken an in-arrears offsetting approach. The total emission to offset is 214.13 t CO₂-e. The total number of eligible offsets used in this report is 215. Of the total eligible offsets used, 0 were previously banked and 250 were newly purchased and retired. 35 are remaining and have been banked for future use.

Co-benefits

M'tetezi Improved Cook Stoves Balaka District Project, Malawi

This project has been established to reducing deforestation, emissions and helping families through the provision of improved locally manufactured cookstoves in Malawi. M'tetezi cookstoves reduce greenhouse gas emissions and indoor air pollution in households. This reduction in exposure, especially to women and young children, is expected to reduce the health risk such as respiratory problems and issues related to eyes due to smoke. The total abatement volume is estimated to be 365,043 tonne of CO₂ equivalent over the life of the project.

The table indicates the co-benefits of this project and how this project contributes to the United Nation's Sustainable Development Goals (SDG).

SUSTAINABLE DEVELOPMENT CONTRIBUTIONS ACHIEVED		
SDG	SDG IMPACT	AMOUNT ACHIEVED
13 CLIMATE ACTION 	Amount of CO ₂ equivalent emissions reduced by the project	365,043 tonnes of CO ₂ (equivalent)
1 NO POVERTY 	Number of Improve Cook Stoves distributed under the project as an indicator of providing basic service access to households	54,873
	Percentage of users reporting money saving due to reduction in purchased fuel consumption in project	77.14 %
3 GOOD HEALTH AND WELL-BEING 	Percentage of users reporting reduction in smoke after shifting to Improve Cook Stoves in project	100 %
5 GENDER EQUALITY 	Percentage of users reporting time saving due to reduction in collected fuel consumption / cooking time /boiling water	96.19 %
7 AFFORDABLE AND CLEAN ENERGY 	Percentage of users reporting an operational Improve Cook Stove in project	90 %
8 DECENT WORK AND ECONOMIC GROWTH 	Number of male / female numbers of employment created by the project	308 employment opportunities generated (Male 145, Female 163)
15 LIFE ON LAND 	Fuel-wood savings reported by users in the project	100 %

Batavia Traditional Owners Aboriginal Corporation, Savannah Burning Project, Northern Queensland

Supporting reduction in risk of wildfire and increased protection of key pastoral and ecological assets.

Aboriginal savannah burning, often referred to as cultural or traditional fire management, is a land management practice employed by Indigenous Australian communities, particularly those in the northern regions of the country where savannah ecosystems are prevalent. This approach involves deliberately setting controlled fires during specific times of the year to achieve a range of ecological, cultural, and land management objective. The total abatement volume for the project is 72,458 tonnes.

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 (%)
M'tetezi Improved Cook Stoves Balaka District Project, Malawi	VER	Gold Standard	6 December 2023	GS1-1-MW-GS4539-16-2021-24889-40241-40390	2021	-	150	0	35	115	53%
Batavia Savannah Burning Project	ACCU	ANREU	6 December 2023	ERF 102099 3,800,374,909 – 3,800,375,008 (Please see retirement notice on page 13)	2019-20	-	100	0	0	100	47%
Total eligible offsets retired and used for this report										215	
Total eligible offsets retired this report and banked for use in future reports									35		
Type of offset units		Eligible quantity (used for this reporting period)		Percentage of total							
Australian Carbon Credit Units (ACCU)		100		47%							
Verified Emissions Reductions (VERs)		115		53%							

7. RENEWABLE ENERGY CERTIFICATE (REC) SUMMARY

Renewable Energy Certificate (REC) summary

Not applicable.


The following RECs have been surrendered to reduce electricity emissions under the market-based reporting method.

1. Large-scale Generation certificates (LGCs)*	0
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* LGCs in this table only include those surrendered voluntarily (including through PPA arrangements), and does not include those surrendered in relation to the LRET, GreenPower, and jurisdictional renewables.

Project supported by LGC purchase	Project location	Eligible unit type	Registry	Surrender date	Accreditation code	Certificate serial number	Generation year	Fuel source	Quantity (MWh)
Total LGCs surrendered this report and used in this report									0

APPENDIX A: ADDITIONAL INFORMATION



Australian National Registry of Emissions Units

ANREU Home

Account Holders

Accounts

Unit Position Summary

Projects

Transaction Log

CER Notifications

Public Reports

My Profile

Transaction Details

Transaction details appear below.

Transaction Successfully Approved

Transaction ID

AU31157

Current Status

Completed (4)

Status Date

06/12/2023 23:37:32 (AEDT)

Transaction Type

Cancellation (4)

Transaction Initiator

Wilson, Raymond Glen

Transaction Approver

Rogers, Georgiana S A

Comment

Retired on behalf of DT Management & Facility Services Pty Ltd, trading as DTMT Group to support its FY2022-23 carbon neutral claims against the Climate Active Carbon Neutra

Transferring Account

Account Number

AU-2545

Account Name

Carbon Neutral Pty Ltd

Account Holder

Carbon Neutral Pty Ltd

Acquiring Account

Account Number

AU-1068

Account Name

Australia Voluntary Cancellation Account

Account Holder

Commonwealth of Australia

Transaction Blocks

Party	Type	Transaction Type	Original CP	Current CP	ERE Project ID	NGER Facility ID	NGER Facility Name	Safeguard	Kyoto Project #	Vintage	Expi
AU	KACCU	Voluntary ACCU Cancellation			ERE102098					2019-20	

Transaction Status History

Status Date	Status Code
06/12/2023 23:37:32 (AEDT)	Completed (4)
06/12/2023 12:37:32 (GMT)	

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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 **location-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)	4,538	0	19%
Residual Electricity	19,602	18,720	0%
Total renewable electricity (grid + non grid)	4,538	0	19%
Total grid electricity	24,141	18,720	19%
Total electricity (grid + non grid)	24,141	18,720	19%
Percentage of residual electricity consumption under operational control	100%		
Residual electricity consumption under operational control	19,602	18,720	
Scope 2	17,311	16,532	
Scope 3 (includes T&D emissions from consumption under operational control)	2,291	2,188	
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)	16.53
Residual scope 3 emissions (t CO₂-e)	2.19
Scope 2 emissions liability (adjusted for already offset carbon neutral electricity) (t CO₂-e)	16.53
Scope 3 emissions liability (adjusted for already offset carbon neutral electricity) (t CO₂-e)	2.19
Total emissions liability (t CO₂-e)	18.72

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)
VIC	24,141	24,141	20,519	1,690	0	0
Grid electricity (scope 2 and 3)	24,141	24,141	20,519	1,690	0	0
VIC	0	0	0	0		
Non-grid electricity (behind the meter)	0	0	0	0		
Total electricity (grid + non grid)	24,141					

Residual scope 2 emissions (t CO ₂ -e)	20.52
Residual scope 3 emissions (t CO ₂ -e)	1.69
Scope 2 emissions liability (adjusted for already offset carbon neutral electricity) (t CO ₂ -e)	20.52
Scope 3 emissions liability (adjusted for already offset carbon neutral electricity) (t CO ₂ -e)	1.69
Total emissions liability	22.21

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)
Not applicable	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)
Not applicable	0	0
<i>Climate Active carbon neutral electricity is not renewable electricity. These electricity emissions have been offset by another Climate Active member through their electricity product certification. This electricity consumption is also included in the market-based and location-based summary tables. Any electricity that has been sourced as renewable electricity by the electricity product under the market-based method is outlined as such in the market-based summary table.</i>		

APPENDIX C: INSIDE EMISSIONS BOUNDARY

Non-quantified emission sources

The following emissions sources have been assessed as relevant, are captured within the emissions boundary, but are not measured (quantified) in the carbon inventory. They have been non-quantified due to one of the following reasons:

1. **Immaterial** <1% for individual items and no more than 5% collectively
2. **Cost effective** Quantification is not cost effective relative to the size of the emission but uplift applied.
3. **Data unavailable** Data is unavailable but uplift applied. A data management plan must be put in place to provide data within 5 years.
4. **Maintenance** Initial emissions non-quantified but repairs and replacements quantified.

Relevant non-quantified emission sources	Justification reason
Not applicable	

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 an 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	
Not applicable.							Size:	
							Influence:	
							Risk:	
							Stakeholders:	
							Outsourcing	



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