



PUBLIC DISCLOSURE STATEMENT

**DUO PROJECTS PTY LTD
(TRADING AS DUO PROJECTS)**


**ORGANISATION CERTIFICATION
FY2023–24**

Australian Government

Climate Active Public Disclosure Statement

DuoProjects™



NAME OF CERTIFIED ENTITY	Duo Projects Pty Ltd (trading as Duo Projects)															
REPORTING PERIOD	Financial year 1 July 2023 – 30 June 2024 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>  <table><tr><td>Anthony McLaughlin</td><td>Huy Chau</td><td>Marcus Abbott</td><td>Rob Bergers</td></tr><tr><td>Director</td><td>Director</td><td>Director</td><td>Director</td></tr><tr><td>15 October 2024</td><td>15 October 2024</td><td>15 October 2024</td><td>15 October 2024</td></tr></table>				Anthony McLaughlin	Huy Chau	Marcus Abbott	Rob Bergers	Director	Director	Director	Director	15 October 2024	15 October 2024	15 October 2024	15 October 2024
Anthony McLaughlin	Huy Chau	Marcus Abbott	Rob Bergers													
Director	Director	Director	Director													
15 October 2024	15 October 2024	15 October 2024	15 October 2024													



Australian Government

Department of Climate Change, Energy,
the Environment and Water

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Version 9.

1.CERTIFICATION SUMMARY

TOTAL EMISSIONS OFFSET	142.78 t CO ₂ -e
CARBON OFFSETS USED	25.18% ACCUs, 16.78% VERs, 58.04% VCU
RENEWABLE ELECTRICITY	Total renewables 38.73%
CARBON ACCOUNT	Prepared by: Heidi Fog, Carbon Neutral Pty Ltd

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2.CERTIFICATION INFORMATION

Description of organisation certification

The Climate Active Carbon Neutral certification covers the Australian business operations of Duo Projects Pty Ltd, trading as Duo Projects, ABN 32 116 660 596. The operational boundary of the carbon account has been defined based on the operational control approach. Duo Projects services and products are not included in this certification.

This Public Disclosure Statement represents the reporting period 1 July 2023 to 30 June 2024 (FY2023-24) and this is our third year as a Climate Active carbon neutral certified organisation.

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

Duo Projects (ABN 32 116 660 596) is an independent property consultancy specialising in project and development management, from concept to completion. Our key strength lies in early integration to identify the strategic direction, unlock potential opportunities, mitigate commercial and project risks and solve problems. We orchestrate people and performance to deliver the project objectives seamlessly.

With offices in Melbourne, Geelong and Hobart, our team services Australia-wide. Duo Projects is active across commercial, retail, sports and leisure, mixed-use, education, health and aged care, and hotels and hospitality. Our dedicated team is our strength, and our diverse portfolio is a testament to our work.

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

Quantified

Accommodation
Cleaning
Electricity
Stationary energy
Refrigerants
Carbon neutral products and services
Food
IT hardware and software
IT technical services
Telecommunications
Office equipment and repairs
Printing and stationery
Office paper
Mailing services
Entertainment
Subscriptions and periodicals
Marketing
Business services
Accounting services
Advertising services
Insurance
Legal services
Recruitment
Parking and tolls
Air travel
Business related travel (incl. Taxi/Ride share)
Staff commute to and from work
Staff working from home
Waste and water

Non-quantified

All emission sources quantified

Outside emission boundary

Excluded

No exclusions

4.EMISSIONS REDUCTIONS

Emissions reduction strategy

Duo Projects is committed to reduce our FY22 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.

Our FY24 carbon inventory shows a reduction in our annual carbon emissions on FY22 by 9.50%.

We pledge to action by July 2025 (other specific actions to come in our FY25 PDS):

- As part of our relationship with our landlord in Melbourne, our team continue to focus on reducing our volume to landfill by encouraging all colleagues 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. At this time, our FY24 proportion of base building landfill, by weight, has reduced by 56% compared to FY23.
- 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, 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 absolute emissions savings we have been able to achieve across FY22 – FY26.
- Avoiding electricity usage after hours.
- Avoiding resource disposal being sent to landfill.
- Encourage our team to take up 100% renewables as their home electricity product as well as reduce electricity usage and resource disposal where they can.
- Start looking at how we reduce emissions by 10-20% across our scope 3 emissions between 2026 and 2030.

Emissions reduction actions

Actions we have already implemented into our Business as Usual:

- A move to 100% of our purchased electricity used in our tenancy to a 100% renewable electricity product effective as of 1 January 2024. This move reduced our scope 2 emissions by 71%. An Environmental Policy has been in place, and we have had a certified Environmental Management System (ISO14001) since 30 November 2022. These are being introduced to new team members and part of our annual training.

- Incorporating circular economy principles into ICT purchasing where Duo Projects will prioritise ICT lifecycle with Climate Active carbon neutral certified companies.
- Our Climate Conscious Procurement Policy includes items such as:
 - A companywide requirement to site a potential supplier's Sustainability Policy prior to contract negotiation.
 - Providers with Climate Active certified carbon neutral product(s) or service(s) will be allocated a weighted preference.
 - Locations for future offices not connected to natural gas will be prioritised.
 - Only purchasing whitegoods with the highest possible energy rating and never to invest in glass fridges or vending machines due to their energy inefficiencies.
 - Procure Climate Active carbon neutral certified Australian office paper made from 100% recycled paper pulp.
 - When using car hire and rideshare that we consider electrical vehicles and hybrids will be prioritised.
 - Minimise the requirement for air travel. All air travel under 400km is completely avoided as a company policy. Where possible we purchase flights as carbon neutral at the time of booking.

5.EMISSIONS SUMMARY

Emissions over time

Emissions since base year			
		Total tCO ₂ -e (without uplift)	Total tCO ₂ -e (with uplift)
Base year/year 1:	2021-22	150.40	157.92
Year 2:	2022-23	125.14	131.40
Year 3:	2023-24	135.98	142.78

Significant changes in emissions

Significant changes in emissions			
Emission source	Previous year emissions (t CO ₂ -e)	Current year emissions (t CO ₂ -e)	Reason for change
Computer and technical services	24.70	21.27	Reduction of IT projects and heading towards business as usual.
Business services	2.14	29.38	Engagement of consultants across our projects and business operations to increase efficiency.

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

Certified brand name	Product/Service/Building/Precinct used
Opal Australian Paper (Reflex)	Paper
GPT Group	550 Bourke St, Melbourne 3000. Base building (100% renewable electricity and carbon neutral refrigerants, natural gas, landfill, recycling and water)
Qantas	Fliights
Greenbox	IT asset management services

Emissions summary

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

Emission category	Scope 1 emissions (t CO ₂ -e)	Scope 2 emissions (t CO ₂ -e)	Scope 3 emissions (t CO ₂ -e)	Total emissions (t CO ₂ -e)
Accommodation and facilities	0.00	0.00	0.61	0.61
Cleaning and Chemicals	0.00	0.00	0.69	0.69
Climate Active carbon neutral products and services	0.00	0.00	0.00	0.00
Construction materials and services	0.00	0.00	0.33	0.33
Electricity	0.00	5.91	0.73	6.64
Food	0.00	0.00	3.26	3.26
ICT services and equipment	0.00	0.00	29.89	29.89
Office equipment & supplies	0.00	0.00	2.57	2.57
Postage, courier and freight	0.00	0.00	0.03	0.03
Products	0.00	0.00	0.14	0.14
Professional Services	0.00	0.00	67.48	67.48
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	3.69	3.69
Transport (Land and Sea)	0.00	0.00	18.64	18.64
Waste	0.00	0.00	0.00	0.00
Water	0.00	0.00	0.00	0.00
Working from home	0.00	0.00	2.01	2.01
Total emissions (t CO₂-e)	0.00	5.91	130.07	135.98

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
Additional 5% of the total carbon footprint added in line with the Climate Active Standard for a small organisation's boundary	6.80
Total of all uplift factors (t CO ₂ -e)	6.80
Total emissions footprint to offset (t CO₂-e) <i>(total emissions from summary table + total of all uplift factors)</i>	142.78

6.CARBON OFFSETS

Eligible offsets retirement summary

Offsets retired for Climate Active certification

Type of offset unit	Quantity used for this reporting period	Percentage of total units used
Australian Carbon Credit Units (ACCUs)	36	25.18%
Verified Emissions Reductions (VERs)	24	16.78%
Verified Carbon Units (VCUs)	83	58.04%

Project name	Type of offset unit	Registry	Date retired	Serial number	Vintage	Total quantity retired	Quantity used in previous reporting periods	Quantity banked for future reporting periods	Quantity used for this reporting period	Percentage of total used this reporting period
Sunnyside Permanent Planting Project	ACCU	ANREU	16/10/2024	9,012,174,124 - 9,012,174,159. (Please go to page 15 for proof of retirement)	2023-24	36	0	0	36	25.18%
Solar Energy Project(s) by SB Energy Private Limited	VCU	Verra Registry	16/10/2024	8423-15990679-15990759-VCS-VCU-997-VER-IN-1-1805-01012018-31122018-0	2018	81	0	0	81	58.04%
		Verra Registry	26/11/2024	8423-15991506-15991507-VCS-VCU-997-VER-IN-1-1805-01012018-31122018-0	2018	2	0	0	2	
Fuatres Wind Power Plant project, Turkey	VER	Gold Standard Impact Registry	26/10/2023	GS1-1-TR-GS2543-12-2018-20251-47046-47171	2018	126	102	0	24	16.78%

Co-benefits

ACCUs: Sunnyside Permanent Planting Project

The *Sunnyside Permanent Planting Project* is a joint Carbon Farming Initiative between Carbon Neutral, Gondwana Link and Forever Carbon Corridors. The project is located in the Southwest Australia Ecoregion, one of only 36 global biodiversity hotspots.

The initiative's ecological impact extends beyond carbon sequestration, incorporating active forest management, biodiversity enrichment and conservation of over 750 ha of precious natural habitat for endemic flora and fauna.

The initial crediting period was 2022 – 2023. The annual emissions reduction is estimated at 19,736 t CO₂-e and a 15- year project emissions reduction of 296,040 t CO₂-e.

The outcomes of this initiative have been created to align with the following United Nations Sustainability Development Goals:



VERs - Fuatres Wind Power Plant project, Turkey

This wind farm project involves a total capacity of 3.3MW. The electricity feed the Turkish National Grid, displacing energy provided largely by fossil fuels and helping to reduce Turkey's energy deficit. The project will displace greenhouse gas emissions of approximately 99,043 t CO₂-e per year. The project is in support of the following UN Sustainable Development Goals:



VCUs: Solar Energy Project(s) by SB Energy.

These projects are located across three states of India. The purpose of this project is to generate renewable electricity involving a total capacity of 2,250 MW. During the 10 years of the first crediting period, the project will displace greenhouse gas emissions of approximately 4,354,646 t CO₂-e annually. The project is in support of the following UN Sustainable Development Goal:




7. RENEWABLE ENERGY CERTIFICATE (REC) SUMMARY

Renewable Energy Certificate (REC) summary

Not applicable.

APPENDIX A: ADDITIONAL INFORMATION



**Australian
National Registry
of Emissions Units**

Change PasswordContact UsLog OutHelp

Logged in as: Georgiana Rogers / Industry User

ANREU Home
Account Holders
Accounts
Unit Position Summary
Projects
Transaction Log
CER Notifications
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Transaction Details

Transaction details appear below.

Transaction Successfully Approved

Transaction ID	AU36541
Current Status	Completed (4)
Status Date	16/10/2024 16:37:56 (AEDT) 16/10/2024 05:37:56 (GMT)
Transaction Type	Cancellation (4)
Transaction Initiator	Wilson, Raymond Glen
Transaction Approver	Rogers, Georgiana S A
Comment	Retired on behalf of Duo Projects to support its FY2024 carbon neutral claim against the Climate Active Carbon Neutral Standard.

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	ERF Project ID	NGER Facility ID	NGER Facility Name	Safeguard	Kyoto Project #	Vintage	Expiry Date	Serial Range	Quantity
AU	KACCU	Voluntary ACCU Cancellation			ERF177664					2023-24		9,012,174,124 - 9,012,174,159	36

Transaction Status History

Status Date	Status Code
16/10/2024 16:37:56 (AEDT)	
16/10/2024 05:37:56 (GMT)	Completed (4)

APPENDIX B: ELECTRICITY SUMMARY

There are two international best-practice methods for calculating electricity emissions – the location-based method and the market-based method. Reporting electricity emissions under both methods is called dual reporting.

Dual reporting of electricity emissions is useful, as it provides different perspectives of the emissions associated with a business's electricity usage.

Location-based method:

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

Market-based method:

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

For this certification, electricity emissions have been set by using the **market-based approach**.

Market-based approach summary			
Market-based approach	Activity Data (kWh)	Emissions (kg CO ₂ -e)	Renewable percentage of total
Behind the meter consumption of electricity generated	0	0	0%
Total non-grid electricity	0	0	0%
LGC Purchased and retired (kWh) (including PPAs)	0	0	0%
GreenPower	8,383	0	27%
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)	3,612	0	12%
Residual Electricity	18,974	17,266	0%
Total renewable electricity (grid + non grid)	11,995	0	39%
Total grid electricity	30,969	17,266	39%
Total electricity (grid + non grid)	30,969	17,266	39%
Percentage of residual electricity consumption under operational control	100%		
Residual electricity consumption under operational control	18,974	17,266	
Scope 2	16,889	15,369	
Scope 3 (includes T&D emissions from consumption under operational control)	2,085	1,897	
Residual electricity consumption not under operational control	0	0	
Scope 3	0	0	.

Total renewables (grid and non-grid)	38.73%
Mandatory	11.66%
Voluntary	27.07%
Behind the meter	0.00%
Residual scope 2 emissions (t CO₂-e)	15.37
Residual scope 3 emissions (t CO₂-e)	1.90
Scope 2 emissions liability (adjusted for already offset carbon neutral electricity) (t CO₂-e)	5.91
Scope 3 emissions liability (adjusted for already offset carbon neutral electricity) (t CO₂-e)	0.73
Total emissions liability (t CO₂-e)	6.64
<i>Figures may not sum due to rounding. Renewable percentage can be above 100%</i>	

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	30,969	30,969	24,465	2,168	0	0
Grid electricity (scope 2 and 3)	30,969	30,969	24,465	2,168	0	0
VIC	0	0	0	0		
Non-grid electricity (behind the meter)	0	0	0	0		
Total electricity (grid + non grid)	30,969					

Residual scope 2 emissions (t CO₂-e)	24.47
Residual scope 3 emissions (t CO₂-e)	2.17
Scope 2 emissions liability (adjusted for already offset carbon neutral electricity) (t CO₂-e)	15.24
Scope 3 emissions liability (adjusted for already offset carbon neutral electricity) (t CO₂-e)	1.35
Total emissions liability	16.59

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)
GPT, 550 Bourke Street, Melbourne 3000, Victoria	11,674	0
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.		

Climate Active carbon neutral electricity products

Climate Active carbon neutral electricity product used	Electricity claimed from Climate Active electricity products (kWh)	Emissions (kg CO ₂ -e)
Not applicable	0	0
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.		

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						Justification
	Size	Influence	Risk	Stakeholders	Outsourcing	
Not applicable						



An Australian Government Initiative

