National Carbon Offset Standard
Carbon Neutral Program
Greenhouse Gas Inventory

An Australian Government Initiative

1. Organisation and Emission Details

Table 1: Organisation and Emission Details

Organisation Name	DEXUS Property Group
Contact person(s)	Melisa Pirrello
Position title	Sustainability Analyst
Telephone number(s)	(02) 9017 1457
Email address(es)	Melisa.pirrello@dexus.com
Name of the subject(s) of certification	Part of an organisation - DEXUS head office (located at Level 9, 343 George Street, Sydney NSW 2000 for 10 months of the reporting period and located at Level 25, Australia Square 264-278 George Street, Sydney NSW 2000 for two months of the reporting period); and Melbourne office (located at Level 1, 180 Flinders Street, Melbourne VIC 3000)
Type of certification (check all applicable)	☐ Organisation ☐ Event ✓ Part of organisation
Standard(s) this inventory has been prepared in accordance with (delete all that are not	National Greenhouse & Energy Reporting Scheme ISO 14064.1:2006 GHG Protocol: A Corporate Accounting and

applicable)	Reporting Standard GHG Protocol: Corporate Value Chain (Scope 3) Accounting and Reporting Standard Other (specify): National Greenhouse Accounts (NGA) Factors, July 2013	
Reporting year period	From 1/07/2012	To 30/06/2013
Total emissions in reporting year	1,984 t CO_2-e	
Base year period	From 1/07/2010	To 30/06/2011
Total emissions in base year (recalculated) [1]	2,195 t CO_2-e	

2. Description of Organisation Activities

DEXUS Property Group (DEXUS) is one of Australia's leading real estate groups, investing directly in high quality Australian office and industrial properties. With a total of $13 billion of assets under management, DEXUS also actively manages office, industrial and retail properties located in key Australian markets on behalf of third party capital partners. DEXUS manages an office portfolio of around 900,000 square metres across Sydney, Melbourne, Brisbane and Perth and is the one of the largest institutional owners of office buildings in the Sydney CBD, Australia's largest office market.

DEXUS is a Top 50 entity by market capitalisation listed on the Australian Securities Exchange under the stock market trading code DXS and is supported by more than 18,000 investors from 15 countries. With over 25 years of experience in commercial property investment, development and asset management, DEXUS has a proven track record in capital and risk management, providing service excellence to tenants and delivering superior risk-adjusted returns to investors.

3. Organisational and Geographic Boundary

DEXUS has expanded the boundary this reporting period to also include DEXUS's Melbourne office located at Level 1, 180 Flinders Street, Melbourne VIC 3000.

Scope 1 and 2 emissions are based on the definition of the DEXUS head office facility and Melbourne office facility under the NGER legislation. DEXUS calculated Scope 1 and 2 greenhouse emissions attributable only to the organisation's head office located at Level 9, 343 George Street, Sydney NSW 2000 for 10 months of the reporting period, and located at Level 25, Australia Square, 264-278 George Street, Sydney NSW 2000 for two months of the

[1] The base year inventory has been recalculated in line with the recalculation policy.

reporting period; and its Melbourne office located at Level 1, 180 Flinders Street, Melbourne VIC 3000.

DEXUS also included certain indirect (Scope 3) emissions that are impacted by the operations of the business and that are associated with the overall operations. These were determined based on the criteria listed for Scope 3 emissions in the GHG Protocol and based on the NCOS Standard.

This report is aligned with the Kyoto and Montreal protocols. The six Kyoto and Montreal greenhouse gases have been evaluated in the compilation of this report.

Inclusions are:

- Scope 1 = emissions from refrigerant leakage
- Scope 2 = emissions from purchased electricity at tenancy
- Scope 3 = emissions from transmission and distribution losses associated with purchased electricity, emissions from purchased electricity and gas at base building, waste to landfill (head office and Melbourne office), reams of paper procured at DEXUS head office and Melbourne office, airline travel for all national employees, taxi travel, hire cars and car mileage from all national employees.

Exclusions are:

- Scope 3 = emissions from employee commuting to and from work. Due to data limitations, emissions from employee commuting for FY13 have been excluded. This information will be collected and reported in FY14.

Boundary consolidation approach:	Operational control
Description of the boundary of the subject of certification:	Boundary includes DEXUS head office facility and Melbourne office facility under the NGER legislation. The boundary also includes certain indirect (Scope 3) emissions that are impacted by the operations of the business: Scope 1 = emissions from refrigerant leakage Scope 2 = emissions from purchased electricity at tenancy Scope 3 = emissions from transmission and distribution losses associated with purchased electricity, emissions from purchased electricity and gas at base building, waste to landfill (head office and Melbourne office), reams of paper procured at DEXUS head office and Melbourne office, airline travel for all national employees, taxi travel, hire cars and car mileage from all national employees.

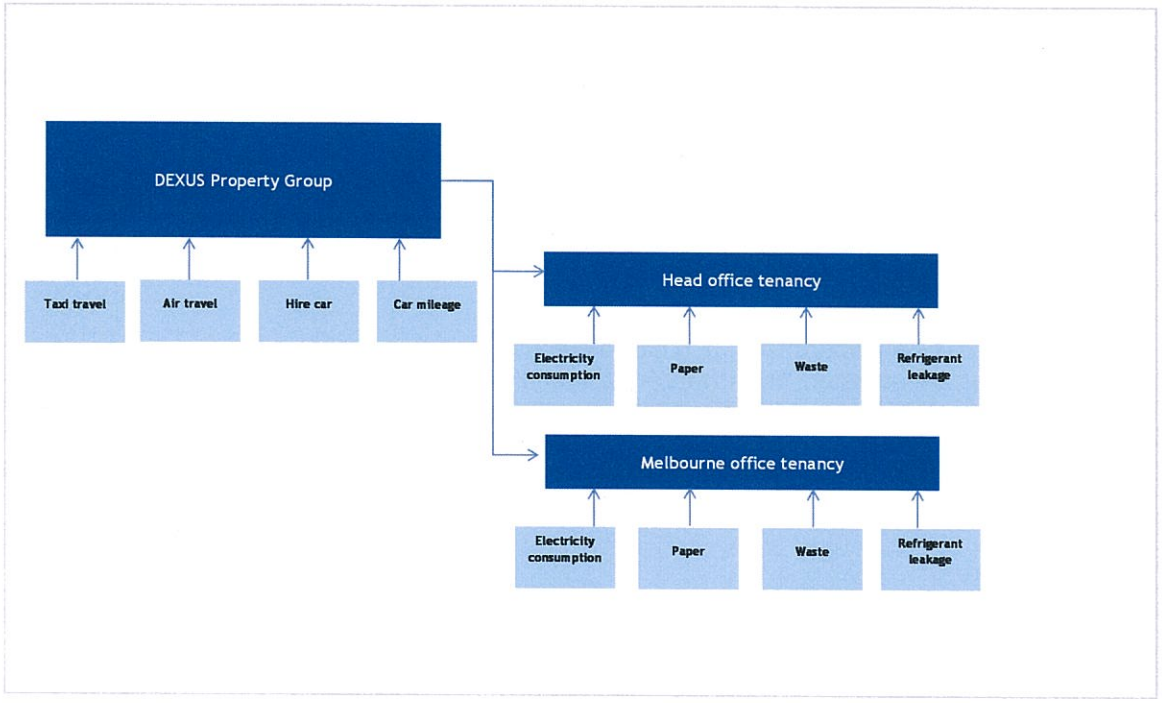


Figure 1: Diagram of the Boundary of the Subject of Certification

4. Emission Calculations, Emission Factors and Methodologies

Table 2: Emission Calculations

Scope	Emission source	Source of activity data	Methodology reference	Energy content factor	Emission factor	Activity data[2]	Unit[3]	t CO_2-e[4]
1	Refrigerant leakage HO tenancy	Equipment name plates	Leakage rates: National Greenhouse Accounts (NGA) Factors, Table 24, page 51; Greenhouse Warming Potential– IPCC, fourth assessment 2007- Changes in Atmospheric Constituents in Radiative Forcing, Table 2.14, page 212	Not applicable	Commercial air conditioning: leakage rate 9%, Commercial refrigeration: leakage rate 23%	343 George Street: 7.6kg of R410A, 0.735kg of R134A, 0.24kg of R22; Australia Square: 0.255kg of R600a, 0.14kg of R404A, 0.76kg of R134A, 0.082kg of NH3.	kg	2

Scope	Emission source	Source of activity data	Methodology reference	Energy content factor	Emission factor	Activity data[2]	Unit[3]	t CO_2-e[4]
3	Refrigerant leakage (HO base building)	Equipment name plates	Leakage rates: National Greenhouse Accounts (NGA) Factors, Table 24, page 51; Greenhouse Warming Potential– IPCC, fourth assessment 2007- Changes in Atmospheric Constituents in Radiative Forcing, Table 2.14, page 212	Not applicable	Commercial air conditioning: leakage rate 9%, Commercial refrigeration: leakage rate 23%	343 George Street: 176.9kg of R22; Australia Square: 1,485kg of R123, 338kg of R22.	kg	10
2	Purchased Electricity – HO tenancy (gross)	Invoice	Energy indirect: National Greenhouse Accounts (NGA) Factors, Table 5, page 20	Not applicable	Scope 2 Emission factor: (NSW): 0.87 (kg CO2-e/kWh)	291,811	kWh	254
3	Purchase Electricity (HO tenancy)– Transmission and Distribution losses	Invoice	Energy indirect: National Greenhouse Accounts (NGA) Factors, Table 41, page 73	Not applicable	Scope 3 Emission factor: (NSW): 0.19 (kg CO2-e/kWh)	291,811	kWh	55

Scope	Emission source	Source of activity data	Methodology reference	Energy content factor	Emission factor	Activity data[2]	Unit[3]	t CO_2-e[4]
3	Purchased Electricity – HO base building (gross)	Invoice	Energy indirect: National Greenhouse Accounts (NGA) Factors, Table 5, page 20	Not applicable	Scope 2 Emission factor: (NSW): 0.87 (kg CO2-e/kWh)	332,783	kWh	290
3	Purchase Electricity (HO base building)– Transmission and Distribution losses	Invoice	Energy indirect: National Greenhouse Accounts (NGA) Factors, Table 41, page 73	Not applicable	Scope 3 Emission factor: (NSW): 0.19 (kg CO2-e/kWh)	332,783	kWh	63
3	Purchased Gas – HO Base Building (gross)	Invoice	Energy indirect: National Greenhouse Accounts (NGA) Factors, Table 2, page 14; Table 37, page 71	Not applicable	Fuel combustion emission factor: Natural gas (CO2: 51, CH4: 0, N2O:0)	202,440	MJ	10
3	Gas – Transmission and Distribution losses (HO base building)	Invoice	Energy indirect: National Greenhouse Accounts (NGA) Factors, Table 2, page 14; Table 37, page 71	Not applicable	Scope 3 Emission factor: (NSW): 13 (kg CO2-e/GJ)	202,440	MJ	3

Scope	Emission source	Source of activity data	Methodology reference	Energy content factor	Emission factor	Activity data[2]	Unit[3]	t CO_2-e[4]
1	Refrigerant leakage Melbourne tenancy	Equipment name plates	Leakage rates: National Greenhouse Accounts (NGA) Factors, Table 24, page 51; Greenhouse Warming Potential– IPCC, fourth assessment 2007- Changes in Atmospheric Constituents in Radiative Forcing, Table 2.14, page 212	Not applicable	Commercial air conditioning: leakage rate 9%, Commercial refrigeration: leakage rate 23%	0.295kg of R134A	kg	0
3	Refrigerant leakage (Melbourne base building)	Equipment name plates	Leakage rates: National Greenhouse Accounts (NGA) Factors, Table 24, page 51; Greenhouse Warming Potential– IPCC, fourth assessment 2007- Changes in Atmospheric Constituents in Radiative Forcing, Table 2.14, page 212	Not applicable	Commercial air conditioning: leakage rate 9%, Commercial refrigeration: leakage rate 23%	15.52kg of R22	kg	1
2	Purchased Electricity – Melbourne tenancy (gross)	Invoice	Energy indirect: National Greenhouse Accounts (NGA) Factors, Table 5, page 20	Not applicable	Scope 2 Emission factor: (VIC): 1.17 (kg CO2-e/kWh)	13,730	kWh	16

Scope	Emission source	Source of activity data	Methodology reference	Energy content factor	Emission factor	Activity data[2]	Unit[3]	t CO_2-e[4]
3	Purchase Electricity (Melbourne tenancy)– Transmission and Distribution losses	Invoice	Energy indirect: National Greenhouse Accounts (NGA) Factors, Table 41, page 73	Not applicable	Scope 3 Emission factor: (VIC): 0.15 (kg CO2-e/kWh)	13,730	kWh	2
3	Purchased Electricity – Melbourne base building (gross)	Invoice	Energy indirect: National Greenhouse Accounts (NGA) Factors, Table 5, page 20	Not applicable	Scope 2 Emission factor: (VIC): 1.17 (kg CO2-e/kWh)	6,256	kWh	7
3	Purchase Electricity (Melbourne base building)– Transmission and Distribution losses	Invoice	Energy indirect: National Greenhouse Accounts (NGA) Factors, Table 41, page 73	Not applicable	Scope 3 Emission factor: (VIC): 0.15 (kg CO2-e/kWh)	6,256	kWh	1

Scope	Emission source	Source of activity data	Methodology reference	Energy content factor	Emission factor	Activity data[2]	Unit[3]	t CO_2-e[4]
3	Transport Fuel – Air Travel	AMEX downloads of all air travel	2010 Guidelines to Defra / DECC's GHG Conversion Factors for Company Reporting: Methodology Paper for Emission Factors	Not applicable	Short haul 0.20515; Medium haul 0.11600; Long haul 0.13535; km uplift factor 9%; Radioactive Forcing Index (RFI) 1.9	Short haul: 1,089,177 km; Medium haul: 893,544 km; and Long haul: 922,082 km	km	936
3	Transport Fuel – Taxi	Accounts ledger- collated data from AMEX reports, Cabcharge reports and DEXUS employee reimbursement system	National Greenhouse Accounts (NGA) factors: Table 4, page 16 Fuel combustion emission factors (Transport Fuels) Table 40, page 72: Scope 3 emission factors- liquid fuels and certain petroleum based products	26.2	Fuel combustion emission factor: Liquefied petroleum gas (LPG). Energy content factor (GJ/kL) 26.2, Emission factor (CO2: 59.6, CH4: 0.6, N2O:0.6); Scope 3 emissions factor =5.0	169,779	$AU	20

Scope	Emission source	Source of activity data	Methodology reference	Energy content factor	Emission factor	Activity data[2]	Unit[3]	t CO_2-e[4]
3	Transport Fuel – Car Mileage	Car mileage claimed by staff using Preceda systems	National Greenhouse Accounts (NGA) factors: Table 4, page 16 Fuel combustion emission factors (Transport Fuels) Table 40, page 72: Scope 3 emission factors- liquid fuels and certain petroleum based products	34.2	National Greenhouse Accounts (NGA) factors: Table 4, page 16 Fuel combustion emission factors (Transport Fuels) Table 40, page 72: Scope 3 emission factors- liquid fuels and certain petroleum based products	8,722	km	2
3	Transport Fuel – Hire Car	Accounts ledger- collated data from AMEX reports and DEXUS staff reimbursement system	Fuel combustion emission factor- Gasoline (other than for use as fuel in an aircraft). Energy content factor (GJ/kL) 34.2, Emission factor (CO2: 66.7, CH4: 0.6, N2O:2.3); Scope 3 emissions factor = 5.3	34.2	National Greenhouse Accounts (NGA) factors: Table 4, page 16 Fuel combustion emission factors (Transport Fuels) Table 40, page 72: Scope 3 emission factors- liquid fuels and certain petroleum based products	94,102	$AU	63

Scope	Emission source	Source of activity data	Methodology reference	Energy content factor	Emission factor	Activity data[2]	Unit[3]	t CO_2-e[4]
3	Paper (HO tenancy)	Invoices	EPA Paper note, dated May 2011	Not applicable	Emission Factor: kg x 1.08	A4 reams:1,615; A3 reams: 72	Number of reams	5
3	Paper (Melbourne tenancy)	Invoices	EPA Paper note, dated May 2011	Not applicable	Emission Factor: kg x 1.08	A4 reams:115; A3 reams: 0	Number of reams	0
3	Waste (HO tenancy)	Waste reports	Other indirect: National Greenhouse Accounts (NGA) Factors, Table 44, page 79 Waste volume to weight conversion factor (t/m3): National Greenhouse Accounts (NGA) factors Table 30, page 63	Not applicable	Emission Factor: t x 1.1	388	m3	213
3	Waste (Melbourne tenancy)	Full Time Equivalent Employees (FTE)	Other indirect: National Greenhouse Accounts (NGA) Factors, Table 44, page 79 Waste volume to weight conversion factor (t/m3): National Greenhouse Accounts (NGA) factors Table 30, page 63	Not applicable	Emission Factor: t x 1.1	2	FTE	3

Scope	Emission source	Source of activity data	Methodology reference	Energy content factor	Emission factor	Activity data[2]	Unit[3]	t CO_2-e[4]
2 & 3	GreenPower	Invoice and GreenPower allocation spread sheet	Energy indirect: National Greenhouse Accounts (NGA) Factors, Table 5, page 20; Table 41, page 73	Not applicable	Scope 2 Emission factor: (NSW): 0.87 (kg CO2-e/kWh); Scope 3 Emission factor: (NSW): 0.19 (kg CO2-e/kWh)	26.37	MWh	28
Total gross footprint inclusive of avoided emissions from GreenPower								1,984
Total net footprint subtracting avoided emissions from GreenPower								1,956

5. Assumptions / Limitations

Table 3: Assumptions/Limitations

Emission source / activity	Assumption/limitation and justification
Refrigerant leakage (tenancy)	▪ Leakage rates sourced from National Greenhouse Accounts (NGA) Factors; Greenhouse Warming Potential (GWP) sourced from IPCC, fourth assessment 2007- Changes in Atmospheric Constituents in Radiative Forcing. ▪ Head office: (343 George Street): Commercial air conditioning: leakage rate 9%, GWP 2088; Commercial refrigeration: leakage rate 23%, GWP 1300 and 1810; (Australia Square): Commercial refrigeration: leakage rate 23%, GWP 0, 1300 and 3922. ▪ Melbourne office: Commercial refrigeration: leakage rate 23%, GWP 1300.
Refrigerant leakage (base building)	▪ Leakage rates sourced from National Greenhouse Accounts (NGA) Factors; Greenhouse Warming Potential (GWP) sourced from IPCC, fourth assessment 2007-Changes in Atmospheric Constituents in Radiative Forcing. ▪ Head office: (343 George Street): Commercial air conditioning: leakage rate 9%, GWP 1810; (Australia Square): Commercial air conditioning: leakage rate 9%, GWP 77 and 1810. ▪ Melbourne office: Commercial air conditioning: leakage rate 9%, GWP 1810. ▪ Diesel at head office will be considered in the FY14 Inventory. It was deemed to be of immaterial consumption for the FY13 period.
Purchased electricity - tenancy (gross)	▪ Scope 2 emissions from electricity, consumed to light and power the DEXUS head office, located at Level 9, 343 George St, Sydney NSW 2000 (4 floors for 5.5 months of reporting period, 3 floors for 4.5 months of reporting period); now located at Australia Square (2 floors for 2 months of reporting period) ▪ Scope 2 emissions from electricity, consumed to light and power the DEXUS Melbourne office, located at Level 1, 180 Flinders Street, Melbourne VIC 3000 ▪ Based on data which is provided by supply authority billing from utility meters, (one meter per floor within the tenancies) ▪ GreenPower is deducted from the total gross annual consumption (kWh) before applying emission factor and converting to tCO_2-e
Purchased electricity - tenancy. Transmission and distribution losses	▪ Scope 3 emissions from purchased electricity for the tenancies, transmission and distribution losses. ▪ Based on data which is provided by supply authority billing from utility meters, (one meter per floor within the tenancies).
Purchased electricity - base building (gross)	▪ Scope 3 emissions from electricity, consumed to light and power the base building of DEXUS head office, was located at Level 9, 343 George St, Sydney NSW 2000 (10 months of reporting period), now located at Australia Square (2 months of reporting period) ▪ Scope 3 emissions from electricity, consumed to light and power the base building of DEXUS Melbourne office, located at Level 1, 180 Flinders Street, Melbourne VIC 3000 ▪ DEXUS (head office) % share of base building adjusts from 40% to 30% of 343 George Street, Sydney NSW 2000 in December 2012. DEXUS relocated its head office to Australia Square on 29th April 2013, where its % share of base building is 4% ▪ DEXUS (Melbourne office) % share of base building is 2% ▪ Data based on utility invoices
Purchased electricity - base building. Transmission and distribution losses	▪ Scope 3 emissions from purchased electricity for DEXUS share of base building, transmission and distribution losses ▪ Data based on utility invoices
Purchased gas - base building (gross)	▪ Scope 3 emissions from gas, consumed to light and power the base building of DEXUS head office, located at Australia Square (2 months of reporting period) ▪ DEXUS (head office) % share of base building is 4%

	▪ Data based on utility invoices
Purchased gas- base building. Transmission and distribution losses	▪ Scope 3 emissions from purchased gas for DEXUS share of base building, transmission and distribution losses ▪ Data based on utility invoices
Transport fuel - air travel	▪ Air travel is booked through a third party travel supplier (Goldman Travel Corp) as per DEXUS travel policy ▪ Air travel not booked using Goldman Travel Corp is booked using DEXUS Corporate AMEX credit card. Please refer to DEXUS Travel policy, and DEXUS AMEX policy ▪ Great circle distance (km) used to measure distance travelled. Source: Australian Bureau of Infrastructure; Great Circle Mapper website (http://www.gcmap.com/) ▪ Flights are categorised by distance. Short haul (under 1,108 km), medium haul (between 1,108 km and 3,700 km) and long haul (more than 3,700 km) ▪ 9% uplift factor has been applied to take into account non-direct routes (i.e. not along the straight line great circle distances between destinations) and delays/circling ▪ Radiative forcing index multiple of 1.9 is applied to the total tCO_2-e
Transport fuel - taxi	▪ Majority of taxi fleet use LPG as primary fuel, therefore assumed all taxi trips take place in LPG-fuelled taxis and extrapolated this data for all business travel in taxis ▪ Average litres of LPG per kilometre travelled (0.147 litres/km) (Source: ABS Report 9208.0, dated 31 October 2012) ▪ Average fixed costs per cab trip (flag fall) is $3.30 ▪ 25% of all fares are subject to Rate 2
Transport fuel - car mileage	▪ All business related vehicle travel has been claimed through Payroll system Preceda ▪ Average litres of Petrol per kilometre travelled (0.109 litres/km) (Source: ABS Report 9208.0, dated 31 October 2012) ▪ DEXUS does not own nor operate fleet vehicles
Transport fuel - hire car	▪ Average car rental $100/day ▪ Average km travelled per day 200km ▪ Average litres of petrol per kilometre travelled (0.109 litres/km) (Source: ABS Report 9208.0, dated 31 October 2012)
Paper	▪ All A3 and A4 paper purchased assumed to be 80 GSM weight and is purchased in reams ▪ Average ream of A4 paper weighs 2.5kg
Waste	▪ Waste and recycling volumes are recorded daily by DEXUS head office cleaners. Data is provided to DEXUS monthly in a report split into waste and recyclables ▪ To derive waste volume for head office, eight months of data was extrapolated across 12 months ▪ For the purposes of calculating carbon emissions (CO_2-e) from the Melbourne office, head office data was adjusted for FTE
GreenPower purchase	▪ 26.37 MWh GreenPower was purchased for head office ▪ GreenPower is considered equivalent to the use of renewable energy

6. Emission Exclusions From Within the Organisational Boundary

Exclusions include Scope 3 emissions from employees commuting to and from work. Due to data limitations, emissions from employee commuting for FY13 have been excluded. This information will be collected and reported in FY14.

7. GreenPower and GreenPower Eligible Large-Scale Generation Certificates (LGCS)

Table 4: GreenPower

Type	Volume	Unit	t CO_2-e	Status
GreenPower	26.37	MWh	28	Purchased

Table 5: LGCs

Details of LGCs Voluntarily Surrendered	
Quantity	Serial No.
0	

8. Purchase of NCOS Carbon Neutral Products

Table 5: Carbon Neutral Products

Product/service	Company	Quantity	Units	t CO_2-e (if known)
N/A	N/A	N/A	N/A	N/A
Total (if known)				N/A

9. Assessment of Uncertainty

Uncertainty in regards to Scope 1: refrigerant leakage emissions have been calculated in accordance with Chapter 8 of the NGER (Measurement) Determination. The default uncertainty for refrigerant leakage calculated using Method 1 is 30%.

10. Base Year Recalculation Policy

The expansion of the boundary to include the Melbourne office has triggered a requirement to recalculate the base year inventory to provide meaningful comparison of emissions from base year, on a like-for-like basis.

DEXUS recalculated the base year in line with DEXUS Property Group NCOS criteria document and base year recalculation policy, July 2012 in Annexure 1. Base year emissions were calculated by applying base year emission factors to historical data where available. Data has been adjusted where data limitations exist.

Annexure 1

DEXUS Property Group

NCOS criteria document and base year recalculation policy

July 2012

DEXUS
PROPERTY GROUP

Document control

Document title:	DEXUS Property Group NCOS criteria document and base year recalculation policy, July 2012
Prepared by:	Melisa Pirrello
Department:	Corporate Responsibility & Sustainability
Date:	03/07/2012
Version:	1.0
Review date:	03/07/2013

COMMITMENT BY DEXUS

DEXUS is committed to data accuracy, transparency and completeness of our Greenhouse Gas inventory data which it collates and reports.

PURPOSE

The purpose of this document is to:

- provide clarity on the inventory source data collection and reporting process,
- define reporting boundaries
- clearly state the base year recalculation policy

APPLICABLE STANDARDS

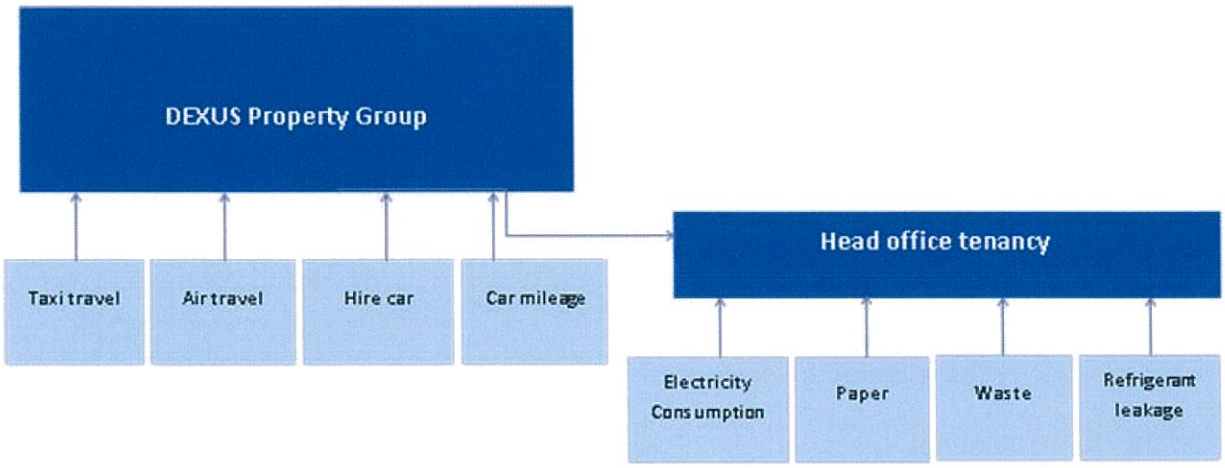
- GHG Protocol Corporate Standard- revised edition
- National Carbon Offset Standard, Version 2,dated 1 March 2012
- National Greenhouse Accounts Factors, dated July 2011

REPORTING BOUNDARY

The boundary for reported Scope 1 and 2 emissions is based on the definition of our Head Office facility under the NGER Legislation. DEXUS has calculated Scope 1 and 2 greenhouse emissions attributable only to our organisation's Head Office facility located at Levels 7 - 10, 343 George St, Sydney NSW 2000 in line with our FY11 methodology, our base year. DEXUS has also included certain other indirect (scope 3) emissions that are impacted by the operations of our business and that are associated with our overall operations. These were determined based on the criteria listed for scope 3 emissions in the GHG protocol and based on the NCOS Standard and are in line with our methodology for FY11, our base year.

Inclusions are:

- Scope 1 = emissions from refrigerant leakage
- Scope 2 = emissions from purchased electricity
- Scope 3 = emissions from transmission and distribution losses associated with purchased electricity, waste to landfill, reams of paper procured at DEXUS Head Office, airline travel for all Australian employees, taxi travel, hire cars and car mileage from all Australian employees.



EMISSIONS FACTORS

Where possible, the emission factors have been taken from National Greenhouse Accounts Factors, dated July 2011.

Where additional detail is required, DEXUS has used a number of other credible sources including 2010 Guidelines to Defra / DECC's GHG Conversion Factors for Company Reporting: Methodology Paper for Emission Factors, October 2010; EPA Victoria Paper note, May 2011; WRAPP reporting guidelines 2011, June 2011 and ABS Survey of Motor Vehicle use, 12 months ended 31 October 2010.

CALCULATION METHODOLOGY

Activity data has been collected from key data sources including electricity invoices, reports provided by key suppliers (such as travel providers) and internally generated consumption reports (such as expenses claimed).

TOTAL GHG EMISSIONS

Total GHG emissions comprise Scope 1, Scope 2 and Scope 3 GHG emissions from DEXUS Head Office only within the reporting boundary for Australia. GHG emissions are measured in carbon dioxide equivalents and expressed in tonnes (tCO_2-e).
'Scopes' are defined under the international reporting framework of the World Resources Institute/World Business Council for Sustainable Development reported in The Greenhouse Gas Protocol: A Corporate Accounting and Reporting Standard and have been adopted by the Australian Government's National Greenhouse and Energy Reporting Act 2007 (NGERA).

EMISSIONS SOURCES

Emission Sources	Scope assessed (1,2 and/or 3)
Refrigerants	1
Purchased electricity - tenancy (gross)	2
Purchased electricity (tenancy)- transmission and distribution losses	3
Purchased electricity - base building (gross)	2
Purchased electricity (base building)- transmission and distribution losses	3
Refrigerants (base building)	3
Transport fuel - air travel	3
Transport fuel - taxi	3
Transport fuel - car mileage	3
Transport fuel - hire cars	3
Paper	3
Waste	3

EMISSIONS EXCLUSIONS

There have been no omissions of significant or required sources of emissions within the reporting boundary.

DATA COLLECTION PROCEDURES

Data is collected using source documents which include invoices, where possible, for example, for tenancy and base building electricity consumption.

Where invoices are not used, accounts ledgers and reports are used to provide comprehensive information on consumption. This is the case for air travel, taxi travel, hire car and car mileage.

Waste data is provided to DEXUS monthly in a report split into waste and recyclables.

Paper data is collected using invoices from the paper supplier. Paper purchased is broken down into number of A4 reams and A3 reams purchased.

Data used to calculate emissions from refrigerant leakage was obtained by an audit of equipment name plates of all refrigerators and air conditioning units located at DEXUS's Head Office. Leakage rates were sourced from National Greenhouse Accounts (NGA) Factors July 2011, and Greenhouse Warming Potential (GWP) factors were sourced from IPCC 2nd Assessment Report.

BASE YEAR RECALCULATION POLICY

The GHG Protocol Corporate Standard requires setting a base year for comparing emissions over time. To be able to compare over time, the base year emissions must be recalculated if any 'significant thresholds' occur.

The base year is FY11 as this was the first year the GHG inventory was certified by Low Carbon Australia under NCOS.

"Significance threshold" is defined as qualitative and/or quantitative criteria used to define any significant change to the data, inventory boundary, methods, or any other relevant factors.

The following cases* occurring at DEXUS Property Group shall trigger recalculation of base year emissions:

- Structural changes that has a significant impact on the base year emissions. These include mergers, acquisitions, divestments, outsourcing and insourcing of emitting activities
- Changes in calculation methodology or improvements in the accuracy of emission factors or activity data that result in a significant impact on the base year emissions data
- Discovery of significant errors, or a number of cumulative errors, that are collectively significant
- Change in reporting boundary, for example expanding the boundary to include additional operations.

In the case where a significance threshold is triggered, base year emissions shall be retrospectively recalculated to reflect these changes. DEXUS will recalculate base year emissions by applying base year emissions factors to historical data where available. Data may be adjusted if required or if there are data constraints. Base year recalculations will be applicable for both GHG emissions increases and decreases.

In the case of a significant structural change occurring during the middle of the year, the base year emissions should be recalculated for the entire year, rather than only for the remainder of the reporting period after the structural change occurred. In this case, the current year emissions should be recalculated for the entire year to maintain consistency with the base year recalculation.

In the case of a material change to the calculation methodology or identification of superior data, the base year is recalculated applying the new data and/or methodology. If the more accurate data input may not reasonably be applied, then the change in data source will be acknowledged without recalculation. This acknowledgement should be made in the report each year for transparency.

In the case of organic organisation growth or decline, no recalculation will be required.

*Please note that under the current reporting boundary, structural changes are unlikely to trigger a base year recalculation. A change in the reporting boundary would be the most likely trigger for a base year recalculation outside of significant errors and material changes to calculation methodologies. Significant thresholds may be triggered if DEXUS is to expand or reduce our Head Office NLA by >10%, or in the event that DEXUS may relocate our Head Office premises from 343 George St, Sydney NSW 2000.