greenstar

Example Submission Forms

Green Star Performance v2

Green Star Performance v2 Revision A

9 December 2022

Green Building Council Australia

Building a sustainable future

Submission Forms

Version control

Release	Date	Description
1	09/12/2022	Initial Release

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Introduction

This document provides guidance to project teams on questions that may be asked in the Green Star Performance v2 submission forms.

How to use this document

This document provides guidance for project teams looking to undertake a Green Star Performance v2 rating.

It can be used to understand the types of questions that will be asked for each credit, the types of answers expected, and can be used to assist project teams in beginning to compile submissions and evidence. Each credit has questions corresponding to the criteria or subheading within the respective credit. For more specific information about the credit requirements, please refer to the Submission Guidelines.

Under each credit the submission frequency and evidence tables are present. The submission forms are broken down into 2 parts for each credit – the 'Initial Year' form, and the 'Subsequent Year' form. Initial Year forms will be required to be filled out for the credit the first year that it is targeted by the project team. In subsequent years, where the option is available for the credit, the Subsequent Year form will become available, which requires less documentation and questions to fill out.

Please note, these submission forms questions will be superseded by the credit forms present on the Green Star Performance online platform once it becomes live. All credit submission form questions in this document are indicative only. Submissions for Green Star Performance v2 are only accepted via the online platform, not via these forms.

Submission Frequency and Evidence components

The submission frequency and evidence tables summarise the frequency of submission for each credit criterion and how evidence can be submitted, in turn this also displays how much evidence is required.

Submission Frequency: refers to how often a submission is required to be submitted, whether it is annual, every 3 or 6 years, or when upgrades occur, or otherwise. This enables project teams a clear overview of the workload for years to come.

Submission Evidence: this displays how the project can submit evidence, either for the Portfolio, Multiple Buildings, or Individual Buildings, where the option is available for the credit criteria (as indicated by the green dot). Where the option is not available to submit for Portfolio or Multiple Buildings, project teams must submit evidence as per the available options.

For more information on the submission frequency and evidence please refer to the *Guidance on submitting* document for Green Star Performance v2. The *Guidance on submitting* document also includes a summarised table of the submission frequency and evidence for all credit criteria.

Submission form components

Performance level: refers to the performance levels within the credit in the submission guidelines (E.g., Credit Achievement).

Requirement: is the criteria requirement within the credit in the submission guidelines (E.g., Green Star Accredited Professional).

Subheading: subheadings or pathways within the credit criteria requirements (E.g., Certification Display).

Pathway: refers to the different pathways available in the criteria to meet the requirements, and the number of questions in that pathway. (E.g., A1, A2, etc… or B1, B2, etc…)

Pathway Type: the relationship between pathway requirements that dictates whether one can be done without the other (E.g., either/or, and/or)

Can be targeted at: the evidence level that the criteria can be targeted at, which corresponds with the Submission Frequency and Evidence table (E.g., Portfolio, Multiple Buildings, Individual Buildings).

Question: the question or requirement that project teams are required to answer for the criteria to indicate compliance.

Response Type: refers to the type of response that is available to indicate compliance with the Question. (E.g., Long answer, Yes or No (with attachment), Document reference, etc.). Where an attachment response type is available in brackets, an attachment is optional but encouraged.

Feedback

Please submit general comments or feedback on this Example Submission Forms document through the following form.

For projects looking to register to Green Star Performance v2, please contact Jamie Wallis Jamie.Wallis@gbca.org.au from the Market Engagement team.

Responsible

01. Industry Development

Credit	Performance Level	Criterion	Submission Frequency	Evidence can be submitted as follows:		
				Portfolio	Multiple Buildings	Individual Buildings
Industry Development	Credit Achievement	Green Star Accredited Professional	Annual	●	●	●
		Marketing Sustainability Achievements	Annual	●	●	●
		Green Star Case Study	At least every 3 years	●	●	●

Initial year

Performance level	Requirement	Subheading	Pathway	Pathway type	Can be targeted at	Question	Response type
Credit Achievement	Green Star Accredited Professional				Portfolio	A Green Star Accredited Professional (Green Star AP) was nominated as the 'Building Contact' for the purposes of communicating with the GBCA.	Yes or No (with attachment)
						The GSAP organised and participated in at least one workshop in the last year with key stakeholders involved in the certification process.	Yes or No (with attachment)
						The GSAP has provided ongoing advice, guidance, and support through to certification, and ensured the team has access to Green Star information.	Long answer (with attachment)
Credit Achievement	Marketing Sustainability Achievements	Communicating Achievements			Portfolio	Outline how the building's sustainability achievements have been communicated to typical building occupants and visitors.	Long answer (with attachment)
		Certification Display			Portfolio	Outline where the Green Star Certification achieved for the project is prominently displayed, or will be displayed, and is visible to the public or visitors.	Long answer (with attachment)
Credit Achievement	Green Star Case Study				Portfolio	Outline the key sustainability features as below:	
						• Outline the most innovative aspects	Long answer
						• Outline the biggest challenges and triumphs encountered along the way.	Long answer
						• Outline how using Green Star has enabled you to achieve sustainability targets on this project.	Long answer
						• Outline any other comments or insights for the case study	Long answer
						• Provide some high-resolution images or video footage of this project (this will be used by our marketing team to promote the project across a range of activities)	Attachment only

Subsequent years

Performance level	Requirement	Subheading	Pathway	Pathway type	Can be targeted at	Question	Response type
Credit Achievement	Green Star Accredited Professional				Portfolio	*This is an annual requirement – refer to Initial Year questions.*	
Credit Achievement	Marketing Sustainability Achievements				Portfolio	*This is an annual requirement – refer to Initial Year questions.*	
Credit Achievement	Green Star Case Study	DECLARATION			Portfolio	Have any of the following occurred? • Significant works or upgrades to the building • You would like to voluntarily update the key sustainability features *If No to all of the above, this criteria will be awarded until it is required to be updated again.* *If Yes to any of the above, Initial Year questions/pathway will appear pre-populated with information from last update, and you'll need to resubmit for assessment.*	Yes or No

02. Responsible Operations

Credit	Performance Level	Criterion	Submission Frequency	Evidence can be submitted as follows:		
				Portfolio	Multiple Buildings	Individual Buildings
Responsible Operations	Credit Achievement & High Performance	Environmental Performance Targets	At least every 6 years	●	●	●
		Environmental Management Plan	At least every 3 years			●
		Environmental Management System	At least every 3 years	●	●	●

Initial year

Performance level	Requirement	Subheading	Pathway	Pathway type	Can be targeted at	Question	Response type
Credit Achievement	Environmental Performance Targets	Performance Targets			Portfolio	The building owner has set environmental performance targets for the building systems under the owner's operational control.	Yes or No
						• Environmental performance targets have been set for at least 3 metrics	Long answer (with attachment)
		Implementation process			Portfolio	There are processes in place for implementation of the environmental performance targets. Reference where the following processes are included:	Yes or No (with attachment)
						• The process to report on the results of the performance monitoring at least quarterly	Document reference
						• The relevant stakeholders and the most appropriate reporting method to be used by each stakeholder group	Document reference
						• The process for reviewing existing contracts and leases, and updating at renewal to include alignment with the performance targets	Document reference
Credit Achievement	Environmental Management Plan				Individual buildings	A comprehensive Environmental Management Plan (EMP) that addresses the operational impacts of the building has been developed and is in use by facilities management. Reference where the plan includes the following:	Long answer (with attachment)
						• Identification of the range of environmental aspects and impacts that relate to the operation of the building	Document reference
						• Identification of the measures to effectively manage the identified environmental impacts, achieve the identified opportunities and meet environmental objectives	Document reference
						• Identification of opportunities for ongoing improvement	Document reference
						• The review period and the review process	Document reference

Performance level	Requirement	Subheading	Pathway	Pathway type	Can be targeted at	Question	Response type
Credit Achievement	Environmental Management System	Application			Portfolio	The building owner or the managing entity has a formalised systematic approach to planning, implementing and auditing building operations. Reference where the system has:	Yes or No (with attachment)
						• Set out procedures designed to meet the environmental performance requirements relevant to the organisation and its building asset(s)	Document reference
						• Reported on performance against at least annually	Document reference
						• Followed the 'Plan-Do-Check-Act' (or similar) model	Document reference
						• Nominated person(s) responsible for overseeing the EMS	Document reference
						• Logged any changes or improvements to incorporate changes into other relevant documents or systems	Document reference
						• Set a review period and has a review process in place	Document reference
High Performance	Environmental Performance Targets	Performance Targets			Portfolio	The building owner has set environmental performance targets for the building systems under the owner's operational control.	Yes or No
						• Environmental performance targets have been set for **all** of the metrics for the building systems	Document reference (with attachment)
		Implementation process				There are processes in place for implementation of the environmental performance targets. Reference where the following processes are included:	Long answer (with attachment)
						• The process to report on the results of the performance monitoring at least quarterly	Document reference
						• The relevant stakeholders and the most appropriate reporting method to be used by each stakeholder group	Document reference
						• The process for reviewing existing contracts and leases, and updating at renewal to include alignment with the performance targets	Document reference
High Performance	Environmental Management Plan				Individual building	A comprehensive Environmental Management Plan (EMP) that addresses the operational impacts of the building has been developed and is in use by facilities management. Reference where the plan includes the following:	Yes or No (with attachment)
						• Identification of the range of environmental aspects and impacts that relate to the operation of the building	Document reference

Performance level	Requirement	Subheading	Pathway	Pathway type	Can be targeted at	Question	Response type
						• Identification of the measures to effectively manage the identified environmental impacts, achieve the identified opportunities and meet environmental objectives	Document reference
						• Identification of opportunities for ongoing improvement	Document reference
						• The review period and the review process	Document reference
High Performance	Environmental Management System	Application			Portfolio	The building owner or the managing entity has a formalised systematic approach to planning, implementing and auditing building operations. Reference where the system has:	Yes or No (with attachment)
						• Set out procedures designed to meet the environmental performance requirements relevant to the organisation and its building asset(s)	Document reference
						• Reported on performance against at least annually	Document reference
						• Followed the 'Plan-Do-Check-Act' (or similar) model	Document reference
						• Nominated person(s) responsible for overseeing the EMS	Document reference
						• Logged any changes or improvements to incorporate changes into other relevant documents or systems	Document reference
						• Set a review period and has a review process in place	Document reference
		Third Party Verification				The formalised management system (EMS) has been certified by a recognised independent third-party organisation that is a member of the *International Accreditation Forum.* Please indicate the recognised third-party organisation.	Short answer (with attachment)

Subsequent years

Performance level	Requirement	Subheading	Pathway	Pathway type	Can be targeted at	Question	Response type
Credit Achievement	Environmental Performance Targets	DECLARATION			Portfolio	Have any of the following occurred? • Significant works to the building that would affect the targets set • Change in organisation or team managing the building • Change in anchor tenants or more than 50% turnover in tenants • You would like to voluntarily update the credit criteria *If No to all of the above, this criteria will be awarded until it is required to be updated again.* *If Yes to any of the above, Initial Year questions/pathway will appear pre-populated with information from last update, and you'll need to resubmit for assessment.*	Yes or No
Credit Achievement	Environmental Management Plan	DECLARATION	A	Either/Or	Individual buildings	Have any of the following occurred? • Significant works to the building • Change in organisation or team managing the building • You would like to voluntarily update the credit criteria *If No to all of the above, this criteria will be awarded until it is required to be updated again.* *If Yes to any of the above, Initial Year questions/pathway will appear pre-populated with information from last update, and you'll need to resubmit for assessment.*	Yes or No
Credit Achievement	Environmental Management System	DECLARATION	B	Either/Or	Portfolio	Have any of the following occurred? • Significant works to the building • Change in organisation or team managing the building • You would like to voluntarily update the credit criteria *If No to all of the above, this criteria will be awarded until it is required to be updated again.* *If Yes to any of the above, Initial Year questions/pathway will appear pre-populated with information from last update, and you'll need to resubmit for assessment.*	Yes or No
High Performance	Environmental Performance Targets	DECLARATION			Portfolio	Have any of the following occurred? • Significant works to the building that would affect the targets set • Change in organisation or team managing the building • Change in anchor tenants or more than 50% turnover in tenants • You would like to voluntarily update the credit criteria *If No to all of the above, this criteria will be awarded until it is required to be updated again.* *If Yes to any of the above, Initial Year questions/pathway will appear pre-populated with information from last update, and you'll need to resubmit for assessment.*	Yes or No
High Performance	Environmental Management Plan	DECLARATION			Individual building	Have any of the following occurred? • Significant works to the building • Change in organisation or team managing the building • You would like to voluntarily update the credit criteria *If No to all of the above, this criteria will be awarded until it is required to be updated again.*	Yes or No

Performance level	Requirement	Subheading	Pathway	Pathway type	Can be targeted at	Question	Response type
						If Yes to any of the above, Initial Year questions/pathway will appear pre-populated with information from last update, and you'll need to resubmit for assessment.	
High Performance	Environmental Management System	DECLARATION			Portfolio	Have any of the following occurred? • Significant works to the building • Change in organisation or team managing the building • You would like to voluntarily update the credit criteria *If No to all of the above, this criteria will be awarded until it is required to be updated again.* *If Yes to any of the above, Initial Year questions/pathway will appear pre-populated with information from last update, and you'll need to resubmit for assessment.*	Yes or No

03. Ongoing Verification

Credit	Performance Level	Criterion	Submission Frequency	Evidence can be submitted as follows:		
				Portfolio	Multiple Buildings	Individual Buildings
Ongoing Verification	Credit Achievement & High Performance	Metering and Monitoring	At least every 3 years			●
		Building Information and Optimisation	At least every 3 years			●

Initial year

Performance level	Requirement	Subheading	Pathway	Pathway type	Can be targeted at	Question	Response type
Credit Achievement	Metering and Monitoring	Owner Occupied and Tenant Occupied Buildings	A	Either/Or	Individual buildings	The building has: • energy and water metering for all common uses, major uses, and major sources that are accessible by facilities management. • an appropriate monitoring system capable of capturing and processing the data produced by the meters, and raising an alarm when energy or water use increases beyond certain parameters • a monitoring strategy developed in according with a recognised standard. • metering data reviewed and reported monthly • a process to assess, correct and validate alerts or faults	Yes or No (with attachment)
		Tenant Operated Buildings	B	Either/Or	Individual buildings	The building has utility meters provided for energy and water uses at the building level, and all meters have accuracy declarations and/or certificates	Yes or No (with attachment)
Credit Achievement	Building Information and Optimisation	Project Operating Requirements			Individual buildings	A document has been developed that clearly outlines the operational and performance requirements for nominated building systems present in the building.	Yes or No (with attachment)
		Building Information			Individual buildings	Building information has been provided.	Long answer (with attachment)
						• The operations and maintenance information for all nominated building systems is available and in use by the facility management team.	Document reference (with attachment)
						• A building logbook is available and in use by the facilities management team.	Document reference (with attachment)
						• All building user information must be available to the building owner, facilities management team, and all building users, and must be able to be updated and edited by the facilities management team or other appropriate stakeholder groups.	Document reference (with attachment)
		Building Optimisation			Individual buildings	A comprehensive tuning and commissioning process has been developed and is in use by the facilities management team.	Long answer (with attachment)
						• Meetings are held at least quarterly to review the performance of the nominated building systems against the target set in the Project Operating Requirements and determine where tuning is required • All systems are tuned at least once a year and include techniques used to evaluate and identify performance of monitored points and associated systems.	Document reference (with attachment)

Performance level	Requirement	Subheading	Pathway	Pathway type	Can be targeted at	Question	Response type
						• Contracts and specifications are in place to review continuous monitoring, system testing, corrective action response, and ongoing measurement.	
						• An annual review against the project operating requirements (POR) has been carried out in accordance with AIRAH DA27 and DA28 to identify if any of the nominated building systems need to be commissioned. • Where it is identified that the systems need to be commissioned, recommissioned, or retro-commissioned, different commissioning requirements have been met	Document reference (with attachment)
						• For buildings where meters and monitoring systems do not yet exist or are not accessible, a plan has been developed for addressing how and when metering can be installed or made accessible.	Document reference (with attachment)
High Performance	Metering and Monitoring	Owner Occupied and Tenant Occupied Buildings	A	Either/Or	Individual buildings	The building has: • energy and water metering for all common uses, major uses, and major sources that are accessible by facilities management. • an appropriate monitoring system capable of capturing and processing the data produced by the meters, and raising an alarm when energy or water use increases beyond certain parameters • a monitoring strategy developed in according with a recognised standard. • metering data reviewed and reported monthly • a process to assess, correct and validate alerts or faults	Yes or No (with attachment)
		Tenant Operated Buildings	B	Either/Or	Individual buildings	The building is tenant operated and utility meters are provided for energy and water uses, and all meters have accuracy declarations and/or certificates	Yes or No (with attachment)
High Performance	Building Information and Optimisation	Project Operating Requirements			Individual buildings	A document has been developed that clearly outlines the operational and performance requirements for nominated building systems present in the building.	Long answer (with attachment)
		Building Information			Individual buildings	Building information has been provided.	Long answer (with attachment)
						The operations and maintenance information for all nominated building systems is available and in use by the facility management team.	Document reference (with attachment)
						A building logbook is available and in use by the facilities management team.	Document reference (with attachment)
						All building user information must be available to the building owner, facilities management team, and all building users, and must be able to be updated and edited by the facilities management team or other appropriate stakeholder groups.	Document reference (with attachment)
		Building Optimisation			Individual buildings	A comprehensive tuning and commissioning process must be developed and in use by the facilities management team.	Long answer (with attachment)
						The building has metering and monitoring systems in place, or for buildings where meters and monitoring systems don't yet exist or are not accessible, a plan or process has been developed for addressing how and when metering can be installed or made accessible.	Document reference (with attachment)
						Facility management teams meet at least quarterly to review the performance of the nominated building systems against the target set in the Project Operating Requirements and determine where tuning is required	Document reference (with attachment)

Performance level	Requirement	Subheading	Pathway	Pathway type	Can be targeted at	Question	Response type
						An annual review against the project operating requirements (POR) has been carried out in accordance with AIRAH DA27 and DA28 to identify if any of the nominated building systems need to be commissioned.	Document reference (with attachment)

Subsequent years

Performance level	Requirement	Subheading	Pathway	Pathway type	Can be targeted at	Question	Response type
Credit Achievement	Metering and Monitoring	DECLARATION				Have any of the following occurred? • Significant works to the building • Change in organisation or team managing the building • Change in anchor tenants or more than 50% turnover in tenants • You would like to voluntarily update the credit criteria	Yes or No
						If No to all of the above, this criteria will be awarded until it is required to be updated again. *If Yes to any of the above, Initial Year questions/pathway will appear pre-populated with information from last update, and you'll need to resubmit for assessment.*	
Credit Achievement	Building Information & Optimisation	DECLARATION				Have any of the following occurred? • Significant works to the building • Change in organisation or team managing the building • Change in anchor tenants or more than 50% turnover in tenants • You would like to voluntarily update the credit criteria	Yes or No
						If No to all of the above, this criteria will be awarded until it is required to be updated again. *If Yes to any of the above, Initial Year questions/pathway will appear pre-populated with information from last update, and you'll need to resubmit for assessment.*	
High Performance	Metering and Monitoring	DECLARATION				Have any of the following occurred? • Significant works to the building • Change in organisation or team managing the building • Change in anchor tenants or more than 50% turnover in tenants • You would like to voluntarily update the credit criteria	Yes or No
						If No to all of the above, this criteria will be awarded until it is required to be updated again. *If Yes to any of the above, Initial Year questions/pathway will appear pre-populated with information from last update, and you'll need to resubmit for assessment.*	
High Performance	Building Information & Optimisation	DECLARATION				Have any of the following occurred? • Significant works to the building • Change in organisation or team managing the building • Change in anchor tenants or more than 50% turnover in tenants • You would like to voluntarily update the credit criteria	Yes or No
						If No to all of the above, this criteria will be awarded until it is required to be updated again.	

Performance level	Requirement	Subheading	Pathway	Pathway type	Can be targeted at	Question	Response type
						If Yes to any of the above, Initial Year questions/pathway will appear pre-populated with information from last update, and you'll need to resubmit for assessment.	

04. Responsible Resource Management

Credit	Performance Level	Criterion	Submission Frequency	Evidence can be submitted as follows:		
				Portfolio	Multiple Buildings	Individual Buildings
Responsible Resource Management	Credit Achievement	Operational Material and Resource Management Policy	At least every 6 years	●	●	●
	High Performance	Operational Material and Resource Management	At least every 3 years		●	●
		Data Collection	Annual			●
		On-site Facilities	Initial submission and/or once upgrades occur			●
	Exceptional Performance	Circular Economy Framework	Annual outcomes report with review at least every 3 years	●	●	●

Initial year

Performance level	Requirement	Subheading	Pathway	Pathway type	Can be targeted at	Question	Response type
Credit Achievement	Operational Material and Resource Management Policy	Owner occupied and tenant occupied buildings	A	Either/or	Portfolio	The building or portfolio has implemented a material and resource management policy that addresses managing end of life practices for materials, products and consumables from building operations and building refurbishments, maintenance and upgrades.	Yes or No (with attachment)
			A1			• What are the targets for waste reduction?	Long answer (with attachment)
			A2			• Downstream supply or resource management partnerships have been made	Document reference
			A3			• Recycling stream strategies have been considered for: – Paper and cardboard – Glass – Plastic – Food or garden organics – Additional streams as relevant to building operations.	Document reference
			A4			• There are construction, demolition and fitout stripout guidelines for any refurbishment or maintenance works on site	Document reference
			A5			• Where tenants exist, mechanisms are included that allow the asset manager to revise lease clauses to enable data access	Document reference

Performance level	Requirement	Subheading	Pathway	Pathway type	Can be targeted at	Question	Response type
			A6			• Data collection and transparency have been considered	Document reference
			A7			• Standards have been used within the policy or a waste professional has been involved in the compilation of the policy.	Short answer (with attachment)
Credit Achievement	Operational Material and Resource Management Policy	Tenant operated buildings	B	Either/or	Portfolio	The building owner and tenant have worked together and implemented a material and resource management policy that addresses managing end of life practices for materials, products and consumables from building operations and building refurbishments, maintenance and upgrades.	Yes or No (with attachment)
			B1			• What are the targets for waste reduction?	Long answer (with attachment)
			B2			• Downstream supply or resource management partnerships have been made	Document reference
			B3			• Recycling stream strategies have been considered for: – Paper and cardboard – Glass – Plastic – Food or garden organics – Additional streams as relevant to building operations.	Document reference
			B4			• There are construction, demolition and fitout stripout guidelines for any refurbishment or maintenance works on site	Document reference
			B5			• There are mechanisms that allow the building manager to revise lease clause to enable data access	Document reference
			B6			• Data collection and transparency have been considered	Document reference
			B7			• Standards have been used within the policy or a waste professional has been involved in the compilation of the policy.	Short answer (with attachment)
High Performance	Operational Material and Resource Management	Operational Material and Resource Management Plan	A	Either/or	Multiple Buildings	An operational material and resource management plan has been developed and implemented.	Yes or No (with attachment)
			A1			• Identify the objectives of the plan	Long answer
			A2			• Identify the waste/material/resource streams relevant to the building	Long answer
			A3			• Identify at least one other material or resource stream that can be recycled and for which recycling facilities are provided	Long answer
			A4			• There is a process for diverting waste from landfill for waste generated from refurbishment or maintenance works.	Document reference (with attachment)

Performance level	Requirement	Subheading	Pathway	Pathway type	Can be targeted at	Question	Response type
			A5			• Individual roles responsible for delivering and reviewing the plan and tenant engagement have been outlined.	Document reference (with attachment)
			A6			• Monitoring and measurement-by-weight procedures for waste and recycling streams have been identified.	Document reference (with attachment)
			A7			• There is a review process to assess the success of the plan and make improvements.	Document reference (with attachment)
		BBP Waste from Operations Guidelines	B	Either/or	Multiple Buildings	The Operational Material and Resource Management Plan has been developed in line with Part C of the Better Buildings Partnership (BBP) Operational Waste guidelines.	Yes or No (with attachment)
High Performance	Data Integrity	BBP Operational Waste Guidelines	A	Either/or	Individual buildings	The Operational Material and Resource Management Plan has been developed in line with Part E of the Better Buildings Partnership (BBP) Operational Waste guidelines.	Document reference (with attachment)
		NABERS Waste Rating Report	B	Either/or	Individual buildings	The building has undertaken a NABERS Waste audit and can provide a valid NABERS Waste rating report or NABERS Waste Verification Report.	Document reference (with attachment)
		EMS/EMP Requirements	C	Either/or	Individual buildings	For tenant operated assets, waste and recycling data for maintenance and upgrades is included in the EMS or EMP.	Document reference (with attachment)
High Performance	On-site Facilities	Waste and Recycling Facilities	A	Either/or	Individual buildings	A dedicated area, or areas, for the storage and collection of the applicable waste and recycling streams have been provided, and the storage area is sized to accommodate all bins or containers for all applicable streams generated by the building operations for at least one collection cycle.	Yes or No (with attachment)
			A1			The building has achieved the *Green Star – Design & As Built* – 8B Prescriptive Pathway or Green Star Buildings – Operational Waste credit. *If Yes to this question and attachment is awarded compliant, this criterion is automatically awarded.*	Yes or No (with attachment)
			A2			For tenant operated assets, facilities are provided to meet tenant needs for standard operational waste and recycling streams (paper and cardboard, glass, plastic, food and organics and one additional stream as relevant).	Yes or No (with attachment)
		Facility Upgrades	B	Either/or	Individual buildings	A gap analysis has been conducted against the *On-site facilities* requirements. A process is in place to improve the existing on-site facilities based upon the results of the review and a timeline and program to enable the upgrades.	Yes or No (with attachment)
			B1			For tenant operated assets, owners have worked with tenants to determine what facilities are required.	Yes or No (with attachment)
		Reduction Target	C	Either/or	Individual buildings	A gap analysis has been conducted against the *On-site facilities* requirements. A target and process or plan has been set to decrease the amount of waste and recycling generated to match the existing on-site facilities.	Yes or No (with attachment)
Exceptional Performance	Circular Economy Framework				Portfolio	The building or the portfolio owner has developed a Circular Economy Framework outlining how circular principles will be applied to materials/products and consumables.	Yes or No (with attachment)

Performance level	Requirement	Subheading	Pathway	Pathway type	Can be targeted at	Question	Response type
		Circular Economy Principles			Portfolio	The asset manager has identified operational principles for addressing circular economy principles.	Document reference
		Partnerships			Portfolio	Partnerships required to implement circular interventions have been identified and a plan has been implemented for identifying opportunities and delivering with partners.	Document reference
		Responsible Procurement Policy			Portfolio	The Circular Economy Framework builds on the Responsible Procurement Policy in the Responsible Procurement *Credit Achievement.*	Document reference
		Baseline measurement			Portfolio	A baseline measurement has been conducted using a circularity measurement tool such as Circular Transition Indicators or NABERS MRS. Measurements are carried out each year to track the framework's performance against the baseline.	Document reference

Subsequent years

Performance level	Requirement	Subheading	Pathway	Pathway type	Can be targeted at	Question	Response type
Credit Achievement	Operational Material and Resource Management Policy	DECLARATION			Portfolio	Have any of the follow occurred? • Change in organisation or team managing the building • Change in anchor tenants or more than 50% turnover in tenants • You would like to voluntarily update the credit criteria *If No to all of the above, this criteria will be awarded until it is required to be updated again.* *If Yes to any of the above, Initial Year questions/pathway will appear pre-populated with information from last update, and you'll need to resubmit for assessment.*	Yes or No
High Performance	Operational Material and Resource Management	DECLARATION	A	Either/or	Multiple Buildings	Have any of the follow occurred? • Change in organisation or team managing the building • Change in anchor tenants or more than 50% turnover in tenants • You would like to voluntarily update the credit criteria *If No to all of the above, this criteria will be awarded until it is required to be updated again.* *If Yes to any of the above, Initial Year questions/pathway will appear pre-populated with information from last update, and you'll need to resubmit for assessment.*	Yes or No
High Performance	Data Collection	BBP Operational Waste Guidelines	A	Either/or	Individual buildings	*This is an annual requirement - refer to Initial Year questions.*	
		NABERS Waste Rating Report	B	Either/or	Individual buildings	*This is an annual requirement - refer to Initial Year questions.*	
		EMS/EMP Requirements	C	Either/or	Individual buildings	*This is an annual requirement - refer to Initial Year questions.*	
High Performance	On-site Facilities	Waste and Recycling Facilities	A	Either/or	Individual buildings	Have any of the following occurred? • Significant works to the building that would affect compliance with the credit • Change in organisation or team managing the building • Change in anchor tenants or more than 50% turnover in tenants	Yes or No (with attachment)

Performance level	Requirement	Subheading	Pathway	Pathway type	Can be targeted at	Question	Response type
						• You would like to voluntarily update the credit criteria	
			A1			*If No to all of the above, this criteria will be awarded until it is required to be updated again.* *If Yes to any of the above, Initial Year questions/pathway will appear pre-populated with information from last update, and you'll need to resubmit for assessment.*	Yes or No
		Facility Upgrades	B	Either/or	Individual buildings	Report progress against the facility upgrade timeline and program. The timeframe cannot be longer than 3 years.	Long answer (with attachment)
			B1			For tenant operated assets, owners have worked with tenants to determine what facilities are required.	Long answer (with attachment)
		Reduction Target	C	Either/or	Individual buildings	Report progress against the process or plan to reduce waste and recycling generated.	Long answer (with attachment)
Exceptional Performance	Circular Economy Framework				Portfolio	Have any of the following occurred? • Change in organisation or team managing the building • Change in anchor tenants or more than 50% turnover in tenants • You would like to voluntarily update the credit criteria	Yes or No
						If No to all of the above, this criteria will be awarded until it is required to be updated again. *If Yes to any of the above, Initial Year questions/pathway will appear pre-populated with information from last update, and you'll need to resubmit for assessment.*	
						Provide a short report showing progress against the framework.	Long answer (with attachment)

05. Responsible Procurement

Credit	Performance Level	Criterion	Submission Frequency	Evidence can be submitted as follows:		
				Portfolio	Multiple Buildings	Individual Buildings
Responsible Procurement	Credit Achievement	Responsible Procurement Policy	At least every 6 years	●	●	●
		Risk and Opportunity Assessment	At least every 3 years	●	●	●
	High Performance	Responsible Procurement Plan	At least every 3 years			●

Initial year

Performance level	Requirement	Subheading	Pathway	Pathway type	Can be targeted at	Question	Response type
Credit Achievement	Responsible Procurement Policy				Portfolio	A policy is in place that covers services, products/materials and consumables within the asset owner's control. The policy includes:	Yes or No (with attachment)
						• Minimising product, material, and consumable use	Document reference
						• Procurement of products and materials that: – Have recycled or bio content – Are readily recycled, reused, or composted – Are low in toxicity – Are durable, maintainable, and designed for disassembly to facilitate repair and material recovery – Have calculated the embodied carbon through EPDs or similar	Document reference
						• Support of supply chain partners, tenants and/or occupants to improve materials and products selection and waste recovery in operations.	Document reference
						• Human rights and safe labour practices	Document reference
						• Best practice standards and risk mitigation principles	Document reference
						• Review process for updating relevant contracts and specifications in line with the above	Document reference
						• A schedule of contracts and specific and how they align with the policy is provide, which also includes when the review period is due for each contract.	Document reference
	Risk and Opportunity Assessment				Portfolio	A materiality assessment of the building or portfolio's supply chain has been undertaken to identify high and extreme risks and opportunities, following ISO 20400 Sustainable Procurement – Guidance.	Yes or No (with attachment)

Performance level	Requirement	Subheading	Pathway	Pathway type	Can be targeted at	Question	Response type
						The scope of assessment must include (where relevant to the asset owner's operational control): • Materials (fitout, refurbishment, upgrades etc) • Services (cleaning, security services, etc) • Consumables (paper goods, mechanical system filters, etc)	Document reference
						The assessment must identify risks and opportunities further up the supply chain, such as in the extraction, manufacture, transport or supply of key materials or services. The assessment must consider at least the following issues: • Human rights • Labour practices • The environment • Fair operating practices • Consumer issues • Circularity • Community involvement and development • Embodied carbon of the supply chain	Document reference
						The project team is to nominate how frequently (in years) the risk and opportunity assessment will be updated, up to a maximum of a 3-year interval.	Numerical input
High Performance	Responsible Procurement Plan				Individual buildings	A plan has been developed and implemented to mitigate risks and implement opportunities in procurement.	Yes or No (with attachment)
						• High and extreme risks to be mitigated following the Risk and Opportunity assessment are outlined	Document reference
						• Environmental, social, economic objectives reflecting the Risks and Opportunity assessment are identified	Document reference
						• A governance process with roles and responsibilities has been established for overseeing implementation of the procurement plan objectives across policies and management plans in collaboration with facilities teams and relevant building management professionals.	Document reference
						• Requirements for data collection and impact measurement monitoring and reporting have been outlined	Document reference
						• A framework has been provided for incentivising the achievement of the plan with relevant suppliers, services contractors, and trades	Document reference

Subsequent years

Performance level	Requirement	Subheading	Pathway	Pathway type	Can be targeted at	Question	Response type
Credit Achievement	Responsible Procurement Policy	DECLARATION				Have any of the following occurred? • Change in ownership • Change in organisation managing the building • You would like to voluntarily update the credit criteria *If No to all of the above, this criteria will be awarded until it is required to be updated again.* *If Yes to any of the above, Initial Year questions/pathway will appear pre-populated with information from last update, and you'll need to resubmit for assessment.*	Yes or No
Credit Achievement	Risk and Opportunity Assessment	DECLARATION				Have any of the following occurred? • Change in ownership • Change in organisation managing the building • You would like to voluntarily update the credit criteria *If No to all of the above, this criteria will be awarded until it is required to be updated again.* *If Yes to any of the above, Initial Year questions/pathway will appear pre-populated with information from last update, and you'll need to resubmit for assessment.*	Yes or No
High Performance	Responsible Procurement Plan					Provide a short progress report against the plan.	Long answer (with attachment)
		DECLARATION				Have any of the following occurred? • Significant works to the building • Change in organisation or team managing the building • Change in anchor tenants or more than 50% turnover in tenants • You would like to voluntarily update the credit criteria *If No to all of the above, this criteria will be awarded until it is required to be updated again.* *If Yes to any of the above, Initial Year questions/pathway will appear pre-populated with information from last update, and you'll need to resubmit for assessment.*	Yes or No

Healthy

06. Clean Air

Credit	Performance Level	Criterion	Submission Frequency	Evidence can be submitted as follows:		
				Portfolio	Multiple Buildings	Individual Buildings
Clean Air	Credit Achievement	Clean Air Management	At least every 6 years	●	●	●
	High Performance	Carbon Monoxide Levels	Annual			●
	High Performance & Exceptional Performance	Carbon Dioxide Levels	Annual			●
	Exceptional Performance	Particulate Matter Levels	Annual			●
		Other Pollutant Sources	At least every 3 years			●

Initial year

Performance level	Requirement	Subheading	Pathway	Pathway type	Can be targeted at	Question/Requirement	Response type
Credit Achievement	Clean Air Management				Portfolio	A plan is in place that sets benchmarks and outlines a process to inspect the ventilation systems and measure indoor air quality.	Yes or No (with attachment)
		Owner Occupied & Tenant Occupied Buildings	A	Either/Or	Portfolio	The building is owner occupied or tenant occupied, and there is a plan in place that as a minimum addresses the requirements in the submission guidelines. Upload the plan and reference where the plan addresses the following:	Yes or No (with attachment)
			A1			A description of the objectives, needs, and targets	Document reference
			A2			Scope of measurements and systems	Document reference
			A3			At least quarterly inspection to clean and maintain HVAC systems	Document reference
			A4			Best Practice Targets that cover: • Carbon monoxide • Carbon dioxide	Document reference
			A5			Process to identify local air emission sources that have potential to impact on air quality in the building and include guidance in the building user guide on management of these impacts on air quality.	Document reference
			A6			Process to review internal sources of pollutants and ensure that pollutants are exhausted or in the process of being eliminated. A process must be in place to maintain and inspect the exhaust of pollutants.	Document reference

Performance level	Requirement	Subheading	Pathway	Pathway type	Can be targeted at	Question/Requirement	Response type
			A7			Processes to address improvements to air quality where targets are not met and following inspection.	Document reference
			A8			Process for scheduling on-going inspection and logging non-conformances and repairs	Document reference
			A9			Process for tenants or occupants to engage with the facility management team to lodge feedback in relation to the air quality provided and a management process to respond and resolve the issues raised. Tenants and occupants are provided with a channel to access the relevant facility management team member.	Document reference
			A10			Descriptions of the roles and responsibilities for implementation	Document reference
		Tenant Operated Assets	B	Either/Or	Portfolio	The building is tenanted operated, and there is a plan in place that as a minimum addresses the requirements in the submission guidelines. Upload the plan and reference where the plan addresses the following:	Yes or No (with attachment)
			B1			A description of the objectives, needs, and targets	Document reference
			B2			Scope of measurements and systems	Document reference
			B3			Process for engaging with tenants to identify the regularly occupied areas within the building	Document reference
			B4			Process to measure indoor air quality in the regularly occupied areas at least once a year	Document reference
			B5			Best Practice Targets that cover: • Carbon monoxide • Carbon dioxide	Document reference
			B6			Process to identify local air emission sources that have potential to impact on air quality in the building and include guidance in the building user guide on management of these impacts on air quality.	Document reference
			B7			Process for scheduling on-going inspection and logging non-conformances and repairs	Document reference
			B8			Process for tenants to lodge feedback in relation to the air quality provided and a management process to respond and resolve the issues raised.	Document reference
			B9			Processes to address improvements to air quality driven by annual inspection or tenant and occupant needs.	Document reference
			B10			Identification of asset owner's and tenant's role in the maintenance of the ventilation systems.	Document reference
		Implementation				Demonstrate the plan is accessible by all relevant stakeholders.	Long answer (with attachment)

Performance level	Requirement	Subheading	Pathway	Pathway type	Can be targeted at	Question/Requirement	Response type
						Demonstrate that service supply agreements or a dedicated facilities management team are in place to inspect, clean and maintain ventilation systems, and that responsibilities include: • HVAC maintenance and cleaning practices to be carried out in accordance with the AIRAH HVAC Hygiene Best Practice Guidelines (2019) or AIRAH DA19 HVAC & R Maintenance Guideline (2019). • Process to inspect and clean all operable windows and other occupant-controlled air intakes that service naturally ventilated spaces. • Process to collate all maintenance information in the building logbook.	Long answer (with attachment)
						Demonstrate that there is an action plan in place for any major system upgrades that may come out of an inspection.	Long answer (with attachment)
High Performance	Carbon Monoxide Levels	CO Measurements	A	Either/or	Individual building	Demonstrate the measured CO concentration levels are below 1.5ppm.	Short answer (with attachment)
		NABERS IE Rating	B	Either/or	Individual building	The building has a valid NABERS IE rating.	Yes or No (with attachment)
			B1			Reference in the NABERS IE rating where the indoor CO levels are at or less than 1.5ppm.	Document reference
High Performance	Carbon Dioxide Levels	CO_2 measurements	A	Either/or	Individual building	Demonstrate the measured CO_2 concentrations measured levels within all regularly occupied primary spaces is lower than **800ppm** under normal operating conditions.	Short answer (with attachment)
		NABERS IE Rating	B	Either/or	Individual building	The building has a valid NABERS IE rating.	Yes or No (with attachment)
			B1			Reference in the NABERS IE rating where the Ventilation Effectiveness shows that greater than 80% of 'locations sampled' meet the ventilation requirements.	Document reference
Exceptional Performance	Carbon Dioxide Levels	CO_2 measurements	A	Either/or	Individual building	Demonstrate the measured CO_2 concentrations measured levels within all regularly occupied primary spaces is lower than **700ppm** under normal operating conditions.	Short answer (with attachment)
		NABERS IE Rating	B	Either/or	Individual building	The building has a valid NABERS IE rating.	Yes or No (with attachment)
			B1			Reference in the NABERS IE rating where the Ventilation Effectiveness shows that greater than 80% of 'locations sampled' meet the ventilation requirements.	Document reference
Exceptional Performance	Particulate Matter Levels				Individual building	The building has a process in place to monitor the supply air for particulate matter (PM 2.5) levels and establish a baseline.	Yes or No (with attachment)
						There is an action plan in place to reduce the PM entering the building when any of the following occur. Reference where in the document the following are outlined.	Yes or No (with attachment)
						• PM levels exceed the baseline.	Document reference
						• Extreme weather conditions, such as bush fires.	Document reference

Performance level	Requirement	Subheading	Pathway	Pathway type	Can be targeted at	Question/Requirement	Response type
						• For sensitive locations such as industrial estates and CBDs, when the PM2.5 levels exceed 12.5 µg/m^3.	Document reference
Exceptional Performance	Other Pollutant Sources	Removing the source of pollutants	A	And/or	Individual building	Explain how sources of pollutants, such as printing or photocopy equipment, kitchen stoves or vehicles, are compliant with minimum emissions standards or are not present within the regularly occupied areas.	Long answer (with attachment)
		Exhausting pollutants to the outside	B	And/or	Individual building	Explain how specified sources of pollutants are exhausted directly to the outside in accordance with a recognised standard and/or physically separated from occupants.	Long answer (with attachment)

Subsequent years

Performance level	Requirement	Subheading	Pathway	Pathway type	Can be targeted at	Question	Response type
Credit Achievement	Clean Air Management				Portfolio	Have any of the following occurred? • Significant works to the building • Change in organisation or team managing the building • Change in anchor tenants or more than 50% turnover in tenant • You would like to voluntarily update the credit criteria *If No to all of the above, this criteria will be awarded until it is required to be updated again.* *If Yes to any of the above, Initial Year questions/pathway will appear pre-populated with information from last update, and you'll need to resubmit for assessment.*	Yes or No
High Performance	Carbon Monoxide Levels				Individual building	*This is an annual requirement – refer to Initial Year questions.*	
High Performance	Carbon Dioxide Levels				Individual building	*This is an annual requirement – refer to Initial Year questions.*	
Exceptional Performance	Carbon Dioxide Levels				Individual building	*This is an annual requirement – refer to Initial Year questions.*	
Exceptional Performance	Particulate Matter Levels				Individual building	*This is an annual requirement – refer to Initial Year questions.*	
Exceptional Performance	Other Pollutant Sources				Individual building	Have any of the following occurred? • Significant works to the building that would affect compliance with the credit • You would like to voluntarily update the credit criteria *If No to all of the above, this criteria will be awarded until it is required to be updated again.* *If Yes to any of the above, Initial Year questions/pathway will appear pre-populated with information from last update, and you'll need to resubmit for assessment.*	Yes or No

07. Light Quality

Credit	Performance Level	Criterion	Submission Frequency	Evidence can be submitted as follows:		
				Portfolio	Multiple Buildings	Individual Buildings
Light Quality	Credit Achievement	Light Quality Management Process	At least every 6 years	●	●	●
	High Performance & Exceptional Performance	Daylight and Glare	At least every 6 years			●
		Artificial Lighting	At least every 6 years			●

Initial year

Performance level	Requirement	Subheading	Pathway	Pathway type	Can be targeted at	Question/Requirement	Response type
Credit Achievement	Light Quality Management Process					A light quality process that covers all natural and artificial lighting systems has been developed and implemented.	Yes or No (with attachment)
		Owner Occupied & Tenant Occupied Buildings	A	Either/or	Portfolio	There is a process in place to inspect lighting features, and to measure natural and artificial light levels. Upload the process and reference where the process addresses the following:	Yes or No (with attachment)
			A1			• Scope of measurements and systems	Document reference
			A2			• Process to regularly inspect and maintain artificial lighting and natural lighting in regularly occupied areas for: – appropriate illuminance level for the tasks undertaken in accordance with AS/NZS1680.1 – inspection of glare from artificial lights and daylight – measurement of daylight	Document reference
			A3			• Process to communicate clear expectations on lighting levels to the tenants at the start of a lease through Tenancy Fitout Guides (or similar leasing addendum documents)	Document reference
			A4			• Procurement policy to ensure new artificial light sources meet the following requirements: – Rated under IEEE 1789-2015 as either being ‘Low Risk” or “No Observable Effect” – Appropriate illuminance level for the tasks undertaken in accordance with AS/NZS1680.1 – Unified Glare Rating less than 19	Document reference
			A5			• Process to address improvements to light quality that arise out of the inspection.	Document reference
			A6			• Process for logging non-conformances and repairs, and for tenants or occupants to engage with the facility management team to lodge feedback in relation to artificial lighting provided including a management process to respond and resolve the issues raised. Tenants and occupants are provided with a channel to access the relevant facility management team member.	Document reference
			A7			• Demonstrate the process has been implemented on individual buildings(s) and is accessible by all relevant stakeholders.	

Performance level	Requirement	Subheading	Pathway	Pathway type	Can be targeted at	Question/Requirement	Response type
		Tenant Operated Assets	B	Either/or	Portfolio	A plan is developed for building owners and tenants to work together to enable inspection of lighting systems. Upload the and reference where the plan addresses:	Yes or No (with attachment)
			B1			• Scope of measurements and systems	Document reference
			B2			• Process for engaging with tenants to identify the regularly occupied areas within the building	Document reference
			B3			• Process to regularly inspect and maintain artificial lighting and natural lighting in regularly occupied areas for: – appropriate illuminance level for the tasks undertaken in accordance with AS/NZS1680.1 – inspection of glare from artificial lights and daylight – measurement of daylight	Document reference
			B4			• Processes to address improvements to light quality and daylight that arise out of the inspection.	Document reference
			B5			• Process for logging non-conformances and repairs	Document reference
			B6			• Process for tenants to lodge feedback in relation to artificial lighting provided and a management process to respond and resolve the issues raised.	Document reference
			B7			• Demonstrate the process has been implemented on individual buildings(s) and is accessible by all relevant stakeholders.	
High Performance	Daylight and Glare	Daylight			Individual	Daylight has been measured to ensure that there is an appropriate amount of daylight within the space. This may be demonstrated through one of the following pathways:	
		Daylight - Daylight Measurement	A	Either/or	Individual	Daylight measurements must demonstrate that at least 30% of regularly occupied spaces have illuminance levels of at least 160 lux, with no less than 20% on any floor or tenancy (whichever is smaller) and without assistance from artificial lighting.	Long answer (with attachment)
		Daylight – Daylight Calculation and audit	B	Either/or	Individual	Daylight has been calculated in line with the *Green Star Daylight Hand Calculation guide.*	Long answer (with attachment)
			B1			Non-residential: at least 40% of the regularly occupied areas across the building must comply, with no less than 20% on any floor or tenancy (whichever is smaller). For Class 6 (retail), the calculation includes tenancies. Tenancies with specific lighting requirements such as cinemas are excluded.	Long answer (with attachment)
			B2			For Class 5 and 8 (offices and industrial), the asset manager conducts an audit of the different tenanted spaces against the daylight levels calculated in line with the *Green Star Daylight Hand Calculation guide.* For areas where the amount of daylight available is below the calculated levels due to fitout works obscuring access, the asset owner has engaged with the tenant and provided the tenant with information on how the access to daylight can be improved or in the case of owner occupied assets, where the fitout can be improved when future fitout works occur.	Long answer (with attachment)
			B3			For Class 2, 3 and 9c (residential, hotel and aged care), 60% of the combined living and bedroom area of each unit must comply. Kitchens are not included in the calculations. The daylight levels must also be present in at least 20% of the area of each bedroom and living area.	Long answer (with attachment)

Performance level	Requirement	Subheading	Pathway	Pathway type	Can be targeted at	Question/Requirement	Response type
		Glare			Individual	The asset manager addresses glare from sunlight through all viewing facades and skylights by reducing through one or combinations of the pathways available.	
		Glare – Fixed Shading	A	And/or	Individual	Demonstrate that fixed shading is in place as per the below. For viewing facades (except skylights) the nominated plane is at ground level and is a narrow band along the entire length of viewing façade, 1.5m in from the viewing façade. For skylights, the nominated plane is the skylight. The nominated plane must be shown to be shaded from direct sunlight for 80% of the nominated hours for each day of the autumn and spring equinoxes and the summer and winter solstices.	Long answer (with attachment)
		Glare – Blinds or screens	B	And/or	Individual	Demonstrate that blinds or screens are in place in the regularly occupied areas and all meet the following requirements: • The blinds provide glare reduction to at least 95% of the area of viewing façades and skylights • Blinds are controlled by all affected occupants within each individual space • Blinds have a visual light transmittance (VLT) of ≤ 10%.	Long answer (with attachment)
High Performance	Artificial Lighting				Individual	It must be demonstrated that at least 80% of all regularly occupied primary spaces are validated as appropriate to the tasks performed in each space.	
		General Illuminance	A	Either/Or	Individual	The horizontal illuminance levels appropriate to the tasks performed within each space are determined based on a best practice standard and measurements must be taken to verify performance.	Long answer (with attachment)
		NABERS IE – Whole Building	B	Either/Or	Individual	The horizontal Illuminance section of the NABERS Indoor Environment report shows that greater than 80% of 'locations sampled' are in accordance with AS/NZS 1680. The NABERS Indoor Environment rating must be valid at the time of the submission.	Document reference (with attachment)
Exceptional Performance	Daylight and Glare	Daylight			Individual	Daylight has been measured to ensure that there is an appropriate amount of daylight within the space. This may be demonstrated through one of the following pathways:	
		Daylight - Daylight Measurement	A	Either/or	Individual	Daylight measurements must demonstrate that at least 30% of regularly occupied spaces have illuminance levels of at least 160 lux, with no less than 20% on any floor or tenancy (whichever is smaller) and without assistance from artificial lighting.	Long answer (with attachment)
		Daylight – Daylight Calculation and audit	B	Either/or	Individual	Daylight has been calculated in line with the *Green Star Daylight Hand Calculation guide.*	Long answer (with attachment)
			B1			Non-residential: at least 40% of the regularly occupied areas across the building must comply, with no less than 20% on any floor or tenancy (whichever is smaller). For Class 6 (retail), the calculation includes tenancies. Tenancies with specific lighting requirements such as cinemas are excluded.	Long answer (with attachment)
			B2			For Class 5 and 8 (offices and industrial), the asset manager conducts an audit of the different tenanted spaces against the daylight levels calculated in line with the *Green Star Daylight Hand Calculation guide.* For areas where the amount of daylight available is below the calculated levels due to fitout works obscuring access, the asset owner has engaged with the tenant and provided the tenant with information on how the access to daylight can be improved or in the case of owner occupied assets, where the fitout can be improved when future fitout works occur.	Long answer (with attachment)
			B3			For Class 2, 3 and 9c (residential, hotel and aged care), 60% of the combined living and bedroom area of each unit must comply. Kitchens are not included in the calculations. The daylight levels must also be present in at least 20% of the area of each bedroom and living area.	Long answer (with attachment)
		Glare			Individual	The asset manager addresses glare from sunlight through all viewing facades and skylights by reducing through one or combinations of the pathways available.	

Performance level	Requirement	Subheading	Pathway	Pathway type	Can be targeted at	Question/Requirement	Response type
		Glare – Fixed Shading	A	And/or	Individual	Demonstrate that fixed shading is in place as per the below. For viewing facades (except skylights) the nominated plane is at ground level and is a narrow band along the entire length of viewing façade, 1.5m in from the viewing façade. For skylights, the nominated plane is the skylight. The nominated plane must be shown to be shaded from direct sunlight for 80% of the nominated hours for each day of the autumn and spring equinoxes and the summer and winter solstices.	Long answer (with attachment)
		Glare – Blinds or screens	B	And/or	Individual	Demonstrate that blinds or screens are in place in the regularly occupied areas and all meet the following requirements: • The blinds provide glare reduction to at least 95% of the area of viewing façades and skylights • Blinds are controlled by all affected occupants within each individual space • Blinds have a visual light transmittance (VLT) of ≤ 10%.	Long answer (with attachment)
Exceptional Performance	Artificial Lighting				Individual	It must be demonstrated that at least 80% of all regularly occupied primary spaces are validated as appropriate to the tasks performed in each space.	
		General Illuminance	A	Either/Or	Individual	The horizontal illuminance levels appropriate to the tasks performed within each space are determined based on a best practice standard and measurements must be taken to verify performance.	Long answer (with attachment)
		NABERS IE – Whole Building	B	Either/Or	Individual	The horizontal Illuminance section of the NABERS Indoor Environment report shows that greater than 80% of 'locations sampled' are in accordance with AS/NZS 1680. The NABERS Indoor Environment rating must be valid at the time of the submission.	Document reference (with attachment)

Subsequent years

Performance level	Requirement	Subheading	Pathway	Pathway type	Can be targeted at	Question	Response type
Credit Achievement	Light Quality Management Plan				Multiple Buildings	Have any of the following occurred? • Significant works have occurred to the building that would affect compliance with the credit • Change in organisation or team managing the building • Change in anchor tenants or more than 50% turnover in tenant • You would like to voluntarily update the credit criteria'	Yes or No
						If No to all of the above, this criteria will be awarded until it is required to be updated again. *If Yes to any of the above, Initial Year questions/pathway will appear pre-populated with information from last update, and you'll need to resubmit for assessment.*	
High Performance	Daylight and Glare	Daylight			Individual building	Have any of the following occurred? • Significant works have occurred to the building that would affect compliance with the credit • You would like to voluntarily update the credit criteria	Yes or No
						If No to all of the above, this criteria will be awarded until it is required to be updated again. *If Yes to any of the above, Initial Year questions/pathway will appear pre-populated with information from last update, and you'll need to resubmit for assessment.*	
		Glare			Individual building	Have any of the following occurred? • Significant works have occurred to the building that would affect compliance with the credit • You would like to voluntarily update the credit criteria	Yes or No

Performance level	Requirement	Subheading	Pathway	Pathway type	Can be targeted at	Question	Response type
						If No to all of the above, this criteria will be awarded until it is required to be updated again. *If Yes to any of the above, Initial Year questions/pathway will appear pre-populated with information from last update, and you'll need to resubmit for assessment.*	
High Performance	Artificial Lighting				Individual building	Have any of the following occurred? • Significant works have occurred to the building that would affect compliance with the credit • You would like to voluntarily update the credit criteria	Yes or No
						If No to all of the above, this criteria will be awarded until it is required to be updated again. *If Yes to any of the above, Initial Year questions/pathway will appear pre-populated with information from last update, and you'll need to resubmit for assessment.*	
Exceptional Performance	Daylight and Glare	Daylight			Individual building	Have any of the following occurred? • Significant works have occurred to the building that would affect compliance with the credit • You would like to voluntarily update the credit criteria	Yes or No
						If No to all of the above, this criteria will be awarded until it is required to be updated again. *If Yes to any of the above, Initial Year questions/pathway will appear pre-populated with information from last update, and you'll need to resubmit for assessment.*	
		Glare			Individual building	Have any of the following occurred? • Significant works have occurred to the building that would affect compliance with the credit • You would like to voluntarily update the credit criteria	Yes or No
						If No to all of the above, this criteria will be awarded until it is required to be updated again. *If Yes to any of the above, Initial Year questions/pathway will appear pre-populated with information from last update, and you'll need to resubmit for assessment.*	
Exceptional Performance	Artificial Lighting				Individual building	Have any of the following occurred? • Significant works have occurred to the building that would affect compliance with the credit • You would like to voluntarily update the credit criteria	Yes or No

08. Acoustic Comfort

Credit	Performance Level	Criterion	Submission Frequency	Evidence can be submitted as follows:		
				Portfolio	Multiple Buildings	Individual Buildings
Acoustic Comfort	Credit Achievement	Acoustic Comfort Management Process	At least every 6 years	●	●	●
	High Performance	Minimum Internal Noise Levels	At least every 6 years			●
		Maximum Internal Noise Levels	At least every 6 years			●
		Acoustic Separation	At least every 6 years			●
		Impact Noise Transfer	At least every 6 years			●
		Reverberation Control	At least every 6 years			●
		External Noise Levels	At least every 6 years			●

Initial year

Performance level	Requirement	Subheading	Pathway	Pathway type	Can be targeted at	Question	Response type
Credit Achievement	Acoustic Comfort Management Process					An acoustic comfort process that covers all acoustic attributes has been developed and implemented.	
		Owner Occupied & Tenant Occupied Buildings	A	Either/Or	Multiple Buildings	Demonstrate that there is a process in place to inspect acoustic treatments and measure acoustic levels. Upload the process and reference where the process includes:	Long answer (with attachment)
			A1			• Scope of measurements and acoustic treatments	Document reference
			A2			• Process to regularly inspect, and maintain acoustic treatments where installed	Document reference
			A3			• Best practice targets for acoustic comfort that cover: – Maximum Internal noise levels as per AS/NZS 2107:2016 – Acoustic separation measured in line with ISO 16283-1 – Impact noise transfer measured in line with ISO 16283-2 – Reverberation time as per table 1 of AS/NZ 2107:2016	Document reference
			A4			• Processes that communicate clear expectations on acoustic levels to the tenants at the start of a lease through Tenancy Fitout Guides (or similar leasing addendum documents)	Document reference
			A5			• Processes for logging non-conformances and maintenance	Document reference

Performance level	Requirement	Subheading	Pathway	Pathway type	Can be targeted at	Question	Response type
			A6			• Process for tenants or occupants to engage with the facility management team to lodge feedback in relation to acoustic sound levels and a management process to respond and resolve the issues raised. Tenants and occupants must be provided with a channel to access the relevant facility management team member	Document reference
			A7			• Roles and responsibilities for implementation	Document reference
			A8			Demonstrate that the process has been implemented on the individual building(s) and is accessible by all relevant stakeholders.	Long answer (with attachment)
			A9			Demonstrate that service supply agreements or a dedicated facilities management team are in place to measure the internal sound levels in regularly occupied spaces in the building	Long answer (with attachment)
		Tenant Operated Assets	B	Either/Or		Demonstrate that a process has been developed for building owners and tenants to work together to enable measurement of acoustic comfort. Upload the process and reference where the process addresses:	Long answer (with attachment)
			B1			• Scope of measurements and acoustic treatments	Document reference
			B2			• Process for engaging with tenants to identify the regularly occupied areas within the building	Document reference
			B3			• Process to measure acoustic levels in the regularly occupied areas at least once per year	Document reference
			B4			• Best practice targets for acoustic comfort that cover: – Maximum Internal noise levels as per AS/NZS 2107:2016 – Acoustic separation measured in line with ISO 16283-1 – Impact noise transfer measured in line with ISO 16283-2 – Reverberation time as per table 1 of AS/NZ 2107:2016 – External Noise levels measured in line with AS 1055:2018	Document reference
			B5			• Identifying tenant needs to improve the acoustic comfort available to the building occupants	Document reference
			B6			• Identifying asset owner's and tenant's role in the inspection and maintenance different acoustic treatments	Document reference
			B7			Demonstrate that the process has been implemented on the individual building(s), and is accessible by all relevant stakeholders.	Long answer (with attachment)
			B8			Demonstrate that service supply agreements or a dedicated facilities management team are in place to measure the internal sound levels in regularly occupied spaces in the building	Long answer (with attachment)
High Performance	Minimum Internal Noise Levels				Individual Buildings	Demonstrate that internal ambient noise levels in the regularly occupied areas are no less than 5dB below the lower range value relevant to the activity type in each space, as recommended in the current AS/NZS 2107:2016.	Long answer (with attachment)
High Performance	Maximum Internal Noise Levels	Acoustic Levels	A	Either/Or	Individual Buildings	Demonstrate that sound levels measured in the regularly occupied spaces are no greater than the upper range value relevant to the activity type in each space as recommended in the current AS/NZS 2107:2016.	Long answer (with attachment)

Performance level	Requirement	Subheading	Pathway	Pathway type	Can be targeted at	Question	Response type
		NABERS IE Noise Levels	B	Either/Or		Show that the Acoustic Comfort section of the NABERS Indoor Environment report shows the average ambient sound level in the building is no greater than 45 db or below, and that the NABERS Indoor Environment rating is valid at the time of the submission	Document reference (with attachment)
High Performance	Acoustic Separation	Performance Management Plan	A	Either/Or	Individual Buildings	Demonstrate that the space has been tested in accordance with the target set by the acoustic consultant in the performance management plan, and that the sound tests have been measured in accordance with ISO 16283-1.	Long answer (with attachment)
			A1			Reference where the plan outlines the objective of the plan, description of the spaces and the target set and signed off by an acoustic consultant.	Document reference (with attachment)
		Building Attributes	B	Either/Or	Individual Buildings	Demonstrate that the sound insulation between internal spaces complies with: $D_w + L_{AeqT} > X$.	Long answer (with attachment)
High Performance	Impact Noise Transfer	Performance Management Plan	A	Either/Or	Individual Buildings	Demonstrate the space has been tested in accordance with the impact noise transfer target set by the acoustic consultant in the performance management plan.	Long answer (with attachment)
			A2			The sound tests have been measured in accordance with ISO 16283-1 and complies with the requirements within the Performance Management Plan.	Document reference (with attachment)
		Building Attributes	B	Either/Or		Demonstrate impact noise transfer has been measured throughout the floor.	Long answer (with attachment)
High Performance	Reverberation Control				Individual Buildings	Demonstrate the reverberation time in the regularly occupied area is below the maximum stated in the 'Recommended Reverberation Time' provided in Table 1 of AS/NZ 2107:2016.	Long answer (with attachment)
High Performance	External Noise Levels				Individual Buildings	Demonstrate that there is a process in place to manage external noise levels.	Long answer (with attachment)
						Disclose performance against an EPL	Long answer (with attachment)
						For any recurring exceedances, actions have been outlined to manage these	Long answer (with attachment)

Subsequent years

Performance level	Requirement	Subheading	Pathway	Pathway type	Can be targeted at	Question	Response type
Credit Achievement	Acoustic Comfort Management Process	DECLARATION		Either/Or	Multiple Buildings	Have any of the following occurred? • There is a change in organisation managing the building • The lease is up for renewal or there is new managing tenant • You would like to voluntarily update the credit criteria	Yes or No
						If No to all of the above, this criteria will be awarded until it is required to be updated again. *If Yes to any of the above, Initial Year questions/pathway will appear pre-populated with information from last update, and you'll need to resubmit for assessment.*	

Performance level	Requirement	Subheading	Pathway	Pathway type	Can be targeted at	Question	Response type
Credit Achievement	Acoustic Measurement	DECLARATION			Individual Buildings	Have any of the following occurred? • Significant works have occurred that affects compliance with the credit • You would like to voluntarily update the credit criteria *If No to all of the above, this criteria will be awarded until it is required to be updated again.* *If Yes to any of the above, Initial Year questions/pathway will appear pre-populated with information from last update, and you'll need to resubmit for assessment.*	Yes or No
High Performance	Maximum Internal Noise Levels	DECLARATION			Individual Buildings	Have any of the following occurred? • Significant works have occurred that affects compliance with the credit • You would like to voluntarily update the credit criteria *If No to all of the above, this criteria will be awarded until it is required to be updated again.* *If Yes to any of the above, Initial Year questions/pathway will appear pre-populated with information from last update, and you'll need to resubmit for assessment.*	Yes or No
High Performance	Acoustic Separation	DECLARATION			Individual Buildings	Have any of the following occurred? • Significant works have occurred that affects compliance with the credit • You would like to voluntarily update the credit criteria *If No to all of the above, this criteria will be awarded until it is required to be updated again.* *If Yes to any of the above, Initial Year questions/pathway will appear pre-populated with information from last update, and you'll need to resubmit for assessment.*	Yes or No
High Performance	Impact Noise Transfer	DECLARATION			Individual Buildings	Have any of the following occurred? • Significant works have occurred that affects compliance with the credit • You would like to voluntarily update the credit criteria *If No to all of the above, this criteria will be awarded until it is required to be updated again.* *If Yes to any of the above, Initial Year questions/pathway will appear pre-populated with information from last update, and you'll need to resubmit for assessment.*	Yes or No
High Performance	Reverberation Control	DECLARATION			Individual Buildings	Have any of the following occurred? • Significant works have occurred that affects compliance with the credit • You would like to voluntarily update the credit criteria *If No to all of the above, this criteria will be awarded until it is required to be updated again.* *If Yes to any of the above, Initial Year questions/pathway will appear pre-populated with information from last update, and you'll need to resubmit for assessment.*	Yes or No
High Performance	External Noise Levels	DECLARATION			Individual Buildings	Have any of the following occurred? • Significant works have occurred that affects compliance with the credit • You would like to voluntarily update the credit criteria *If No to all of the above, this criteria will be awarded until it is required to be updated again.* *If Yes to any of the above, Initial Year questions/pathway will appear pre-populated with information from last update, and you'll need to resubmit for assessment.*	Yes or No

09. Exposure to Toxins

Credit	Performance Level	Criterion	Submission Frequency	Evidence can be submitted as follows:		
				Portfolio	Multiple Buildings	Individual Buildings
Exposure to Toxins	Credit Achievement	Toxin Measurement Process	At least every 6 years	●	●	●
		Sampling for Toxins	Annual			●
		New Materials	At least every 6 years	●	●	●
	High Performance & Exceptional Performance	Low Air Toxin Levels	Annual			●
	Exceptional Performance	Low Water Toxin Levels	Annual			●

Initial year

Performance level	Requirement	Subheading	Pathway	Pathway type	Can be targeted at	Question	Response type
Credit Achievement	Toxin Measurement Process				Portfolio	A process is in place to measure toxin levels within the building using one of the following pathways.	
		Owner and tenant occupied buildings	A	Either/or	Portfolio	Demonstrate that service supply agreements or dedicated facilities management personnel are in place to inspect toxins in air and water. Reference where the responsibilities include:	Long answer (with attachment)
			A1			• Measuring air quality for low levels of VOCs – Formaldehyde, Benzene, Toluene and Vinyl Acetate	Document reference
			A2			• Measuring water quality for low levels of chlorine - Lead, Nickel, Copper, Residual chlorine and E. coli.	Document reference
			A3			• Process to log and follow up on any maintenance, cleaning or upgrade actions recommended because of the inspection.	Document reference
			A4			• Review process for existing banned or highly toxic materials – comprehensive hazardous material survey – for buildings built before 1 January 2005	Document reference
		Tenant operated assets	B	Either/or	Portfolio	Demonstrate that a process has been developed for building owners and tenants to work together to enable inspection of toxins in air and water. Reference where the process addresses:	Long answer (with attachment)
			B1			• Process for engaging with tenants to identify the regularly occupied areas within the building	Document reference
			B2			• Process to measure air and water toxin levels in the regularly occupied areas at least once a year	Document reference
			B3			• Identifying tenant's role in managing toxin levels emitted through tenant operations	Document reference

Performance level	Requirement	Subheading	Pathway	Pathway type	Can be targeted at	Question	Response type
			B4			• Measuring air quality for low levels of toxins – Formaldehyde, Benzene, Toluene and Acetone.	Document reference
			B5			• Measuring water quality for low levels of chlorine – Lead, Nickel, Copper, Residual chlorine and E.coli.	Document reference
			B6			• Processes to address reduction of air and water toxin levels where required.	Document reference
						• Process to log tests and follow up on any maintenance, cleaning, or upgrade actions recommended	
Credit Achievement	Sampling for Toxins	Sampling for Air Toxins			Portfolio	Demonstrate that there is a process to test air toxins present within the building and that it is conducted as required in the submission guidelines.	Long answer (with attachment)
		Sampling for Water Toxins			Portfolio	Demonstrate that there is a process to test water toxins present within the building and that it is conducted as required in the submission guidelines.	Long answer (with attachment)
Credit Achievement	New Materials				Portfolio	Show that there is a policy or similar in place for procuring products and materials with low toxin levels. And how it is accessible by all relevant stakeholders. Reference where the policy addresses the following:	Long answer (with attachment)
						• Procurement of paints, carpets adhesives and sealants that have low VOC and formaldehyde levels.	Document reference
						• Purchasing materials that do not any contain any materials that are listed as a substance of very high concern (SVHCs) on Candidate and Authorised Lists.	Document reference
High Performance	Low Air Toxin Levels				Individual buildings	Demonstrate that all air toxins measured are within the concentration limits stipulated.	Long answer (with attachment)
Exceptional Performance	Low Air Toxin Levels				Individual Buildings	Demonstrate that all air toxins measured are within the concentration limits stipulated.	Long answer (with attachment)
Exceptional Performance	Low Water Toxin Levels				Individual Buildings	Demonstrate that all water toxins measured are within the concentration limits stipulated.	Long answer (with attachment)

Subsequent years

Performance level	Requirement	Subheading	Pathway	Pathway type	Can be targeted at	Question	Response type
Credit Achievement	Toxin Measurement Process				Portfolio	Have any of the following occurred? • Change in organisation or team managing the building • Change in anchor tenants or more than 50% turnover in tenant • You would like to voluntarily update the credit criteria	Yes or No
						If No to all of the above, this criteria will be awarded until it is required to be updated again. *If Yes to any of the above, Initial Year questions/pathway will appear pre-populated with information from last update, and you'll need to resubmit for assessment.*	

Performance level	Requirement	Subheading	Pathway	Pathway type	Can be targeted at	Question	Response type
Credit Achievement	Sampling for Toxins				Individual Buildings	*This is an annual requirement – refer to Initial Year questions.*	
Credit Achievement	New Materials				Portfolio	Have any of the following occurred? • Change in organisation or team managing the building • Change in anchor tenants or more than 50% turnover in tenant • You would like to voluntarily update the credit criteria	Yes or No
						If No to all of the above, this criteria will be awarded until it is required to be updated again. *If Yes to any of the above, Initial Year questions/pathway will appear pre-populated with information from last update, and you'll need to resubmit for assessment.*	
High Performance	Low Air Toxin Levels				Individual Buildings	*This is an annual requirement – refer to Initial Year questions.*	
Exceptional Performance	Low Air Toxin Levels				Individual Buildings	*This is an annual requirement – refer to Initial Year questions.*	
Exceptional Performance	Low Water Toxin Levels				Individual Buildings	*This is an annual requirement – refer to Initial Year questions.*	

10. Thermal Comfort

Credit	Performance Level	Criterion	Submission Frequency	Evidence can be submitted as follows:		
				Portfolio	Multiple Buildings	Individual Buildings
Thermal Comfort	Credit Achievement	Thermal Comfort Management Process	Annual	●	●	●
	High Performance	Thermal Comfort Levels	Annual			●

Initial year

Performance level	Requirement	Subheading	Pathway	Pathway type	Can be targeted at	Question	Response type
Credit Achievement	Thermal Comfort Management Process				Portfolio	There is a process in place to respond to the thermal comfort needs of building occupants.	Long answer (with attachment)
High Performance	Thermal Comfort Levels				Individual Buildings	Thermal comfort levels have been measured and it meets best practice levels.	
		High Comfort Levels	A	A1	Individual Buildings	The building is mechanically ventilated, and the thermal comfort is maintained as recommended by ASHRAE Standard 55 for at least 90% of locations sampled in the regularly occupied spaces using the PMV method.	Long answer (with attachment)
						The building is naturally ventilated, and the comfort levels are maintained within 80% of acceptability limits in line with ASHRAE Standard 55.	Long answer (with attachment)
		NABERS IE comfort levels – base building or whole building	B		Individual Buildings	The building has a NABERS IE rating and the Thermal Services section of the NABERS IE report shows the building meets the thermal conditions recommended by ASHRAE 55 for at least 90% of locations sampled in: • Spot Measurements • Annual Monitoring	Long answer (with attachment)
		Tenant Operated assets	C		Individual Buildings	Demonstrate a plan has been developed for building owners and tenants to work together on the measurement and improvement of thermal comfort levels as needed. Reference where the plan addresses:	Long answer (with attachment)
						• There is a process for engaging with tenants to identify the regularly occupied areas within the building	Document reference
						• Building owners and tenant's roles in the maintenance of thermal comfort have been identified	Document reference
						• There is a process to measure and verify that the thermal comfort parameters are measured and thermal comfort maintained for at least 80% of the location sampled in regularly occupied spaces using the PMV method.	Document reference
						• There is a process to measure the thermal comfort parameters using the 'Adaptive model' to maintain the comfort level within 80% of acceptability limits in line with ASHRAE Standard 55	Document reference
						• There is a plan to address future improvements to thermal comfort parameters as part of works resulting from the inspection	Document reference

Subsequent years

Performance level	Requirement	Subheading	Pathway	Pathway type	Can be targeted at	Question	Response type
Credit Achievement	Thermal Comfort Management Process				Portfolio	*This is an annual requirement – refer to Initial Year questions.*	
High Performance	Thermal Comfort Levels				Individual buildings	*This is an annual requirement – refer to Initial Year questions.*	

11. Connection to Nature

Credit	Performance Level	Criterion	Submission Frequency	Evidence can be submitted as follows:		
				Portfolio	Multiple Buildings	Individual Buildings
Connection to Nature	Credit Achievement	Interaction with Nature	At least every 3 years			●
		Views	Initial submission and when upgrades occur			●
		Indoor Plants	At least every 3 years			●

Initial year

Performance level	Requirement	Subheading	Pathway	Pathway type	Can be targeted at	Question	Response type
Credit Achievement	Interaction with Nature	Space Requirements			Individual Buildings	The building is an industrial asset and the area provided is 5% of the building's floor area and can be located outside the building within 800m of the building in the industrial estate. For all other buildings, at least 5% of the building's floor area or site area (whichever is greater) is landscaped and/or planted area (either vertical or horizontal).	Long answer (with attachment)
		Area Requirements				Explain how occupants can interact with nature and natural elements through a green façade, gardens, or recreational spaces.	Long answer (with attachment)
						Demonstrate the allocated area is accessible and have the necessary infrastructure to allow regular maintenance to occur.	Long answer (with attachment)
		Ongoing maintenance plan				There is an ongoing maintenance plan established to ensure plant health is maintained, and reference where the contract includes:	Yes or No (with attachment)
						• Designated maintenance roles and responsibilities	Document reference
						• A schedule of plants within the nominated space	Document reference
						• Service intervals	Document reference
						• Use of compost or organic matter for plant health.	Document reference
						• Policy regarding the maintenance of soil moisture, pH, nutrients, and pets	Document reference
						• Diseased plant replacement policy	Document reference

Performance level	Requirement	Subheading	Pathway	Pathway type	Can be targeted at	Question	Response type
						• Cutting back old growth; plants changed if needed	Document reference
						• Cleaning requirements and commitments	Document reference
Credit Achievement	Views				Individual Buildings	At least 50% of regularly occupied areas must have a clear line of sight to a high quality internal or external view. For industrial assets this criterion applies to the Class 5 component of the building.	Long answer (with attachment)
Credit Achievement	Indoor Plants				Individual Buildings	Demonstrate that: • Indoor plants have been provided in regularly occupied areas. • Healthy indoor plants with a soil surface totaling at least 500cm^2 for every 15m2 of the regularly occupied spaces have been provided. • A considered approach has been taken to ensure the plants are evenly distributed through distinct areas within the building.	Long answer (with attachment)
						An ongoing maintenance plan is in place to ensure plant health is maintained. Reference where the plan includes:	Yes or No (with attachment)
						• Designated plant maintenance roles and responsibilities	Document reference
						• A schedule of plants within the nominated space	Document reference
						• Service intervals	Document reference
						• Use of compost or organic matter for plant health.	Document reference
						• Policy regarding the maintenance of soil moisture, pH, nutrients, and pets	Document reference
						• Diseased plant replacement policy	Document reference
						• Cutting back old growth; plants changed if needed	Document reference
						• Cleaning requirements and commitments	Document reference

Subsequent years

Performance level	Requirement	Subheading	Pathway	Pathway type	Can be targeted at	Question	Response type
Credit Achievement	Interaction with Nature	DECLARATION			Individual buildings	Have any of the following occurred? • Significant works to the building that would affect compliance with the credit • You would like to voluntarily update this credit *If No to all of the above, this criteria will be awarded until it is required to be updated again.* *If Yes to any of the above, Initial Year questions/pathway will appear pre-populated with information from last update, and you'll need to resubmit for assessment.*	Yes or No
Credit Achievement	Views	DECLARATION			Individual buildings	Have any of the following occurred? • Significant works to the building that would affect compliance with the credit • You would like to voluntarily update this credit *If No to all of the above, this criteria will be awarded until it is required to be updated again.* *If Yes to any of the above, Initial Year questions/pathway will appear pre-populated with information from last update, and you'll need to resubmit for assessment.*	Yes or No
Credit Achievement	Indoor Plants	DECLARATION			Individual buildings	Have any of the following occurred? • Significant works to the building that would affect compliance with the credit • You would like to voluntarily update this credit *If No to all of the above, this criteria will be awarded until it is required to be updated again.* *If Yes to any of the above, Initial Year questions/pathway will appear pre-populated with information from last update, and you'll need to resubmit for assessment.*	Yes or No

12. Health Promotion

Credit	Performance Level	Criterion	Submission Frequency	Evidence can be submitted as follows:		
				Portfolio	Multiple Buildings	Individual Buildings
Health Promotion	Credit Achievement	Promoting Healthy Outcomes	Annual progress report, with review at least every 3 years			●

Initial year

Performance level	Requirement	Subheading	Pathway	Pathway type	Can be targeted at	Question	Response type
Credit Achievement	Promoting Healthy Outcomes	Health Promotion Plan			Individual buildings	Demonstrate a plan has been developed to promote healthier outcomes for building occupants or people in the supply chain through ongoing operations the building. Upload the plan and reference where the following can be found:	Short answer (with attachment)
						• Survey or a needs analysis to identify suitable programs.	Document reference
						• Evidence of partnerships with organisations or enterprises that address at least mental and physical health.	Document reference
						• A combination of at least four distinct regular activities, events or interventions each year that will promote healthier outcomes for the building tenants and occupants in line with Activities below. Activities must be from at least two different types of Activities as listed below.	Document reference
						• A process to review building development and upgrades to include attributes that promote physical activity.	Document reference
						• A process to evaluate the effectiveness of the regular activities, events, or interventions implemented each year.	Document reference
						• Roles and responsibilities for implementation of the plan, including evaluation and monitoring.	Document reference
		Health Activities			Individual Buildings	Demonstrate at least two types of activities below have been implemented that address mental and physical health. • Regular Activities • Events • Interventions	Long answer (with attachment)

Subsequent years

Performance level	Requirement	Subheading	Pathway	Pathway type	Can be targeted at	Question	Response type
Credit Achievement	Promoting Healthy Outcomes	Health promotion plan			Individual building	Have any of the following occurred? • Significant works occur to the building that impact the plan • There is a change in organisation or team managing the building • You would like to voluntarily update the credit criteria	Yes or No
						If No to all of the above, this criteria will be awarded until it is required to be updated again. *If Yes to any of the above, Initial Year questions/pathway will appear pre-populated with information from last update, and you'll need to resubmit for assessment.*	
		Annual Report			Individual Buildings	Provide annual progress report on the plan.	Short answer (with attachment)
		Health Activities			Individual building	*This is an annual requirement – refer to Initial Year questions.*	

13. Health and Hygiene

Credit	Performance Level	Criterion	Submission Frequency	Evidence can be submitted as follows:		
				Portfolio	Multiple Buildings	Individual Buildings
Health and Hygiene	Credit Achievement	Risk Analysis	Annual			●
		Prevention and Management Plan	At least every 3 years		●	●

Initial year

Performance level	Requirement	Subheading	Pathway	Pathway type	Can be targeted at	Question	Response type
Credit Achievement	Risk Analysis				Individual buildings	Demonstrate a risk analysis has been undertaken. As a minimum, show that where the risk analysis addresses the following:	Short answer (with attachment)
						• Has a clear objective to mitigate and reduce the entry and spread of pathogens throughout the occupant community and retain a high level of hygiene	Document reference
						• Identify different modes of transmission	Document reference
						• Identifies the make-up of the occupant population, interdependent systems, direct supply chain and building services that will be impacted by an outbreak	Document reference
						• Identifies key areas of vulnerability for the occupant community, systems, services, and direct supply chain and how these may be impacted by the building's reduced capacity and/or functionality	Document reference
Credit Achievement	Prevention and Management Plan				Multiple Buildings	Demonstrate the plan responds to the risk analysis undertaken and responds to the needs of the building. It identifies existing and new control measures for high and extreme risks. As a minimum, show that the below have been considered for inclusion:	Short answer (with attachment)
						• **High Quality Cleaning** – operational practices to ensure high standards of surface hygiene and cross-contamination prevention.	Document reference
						• **Microbial Control** – building systems and operational practices that minimise the risk of legionella and other pathogens	Document reference
						• **Personal hygiene** – strategies that promote good hygiene prevent and control the spread of germs, e.g., handwash stations, signage, and hand sanitiser	Document reference
						• **Building technology and surface design** – building systems that reduce the spread of germs, e.g., seamless surfaces and touchless controls.	Document reference
						• **Remote building management plan** – management plan that allows remote monitoring of the building systems and/or safe physical distancing of facilities management staff in the event of a pathogen outbreak	Document reference
						• **Response procedures** – procedures that are carried out in the event of an outbreak of pathogens or seasonal changes that increase the spread of pathogens	Document reference

Performance level	Requirement	Subheading	Pathway	Pathway type	Can be targeted at	Question	Response type
						Demonstrate the prevention measures are appropriate for the building, by demonstrating that engagement has occurred with public health professionals and that relevant guidelines and standards have been consulted.	Long answer (with attachment)
						Demonstrate a review against current state legislated requirements has also been included to demonstrate the prevention plan goes beyond these regulations	Long answer (with attachment)
						Demonstrate the processes cover at least the following (where relevant):	Short answer (with attachment)
						• Roles and responsibilities for carrying out the prevention and management plan	Document reference
						• Service supply contracts (e.g., cleaning contracts) and internal process to inspect the cleaning practices implemented	Document reference
						• Recommended timeframe of implementation for building attribute upgrades	Document reference
						• Process to log any incidents, non-conformances, and potential improvements	Document reference
						• Process to engage with tenants to communicate best practice cleaning practices and for tenants to request building improvements	Document reference

Subsequent years

Performance level	Requirement	Subheading	Pathway	Pathway type	Can be targeted at	Question	Response type
Credit Achievement	Risk Analysis				Individual buildings	*This is an annual requirement – refer to Initial Year questions.*	
Credit Achievement	Prevention and Management Plan				Multiple Buildings	*Have any of the following occurred?* • Significant works occur to the building that would affect compliance with the credit • There is change in organisation or team managing the building • You would like to voluntarily update the credit criteria *If No to all of the above, this criteria will be awarded until it is required to be updated again.* *If Yes to any of the above, Initial Year questions/pathway will appear pre-populated with information from last update, and you'll need to resubmit for assessment.*	Yes or No

Resilient

14. Climate Change Resilience

Credit	Performance Level	Criterion	Submission Frequency	Evidence can be submitted as follows:		
				Portfolio	Multiple Buildings	Individual Buildings
Climate Change Resilience	Credit Achievement	Climate Change Pre-screening Checklist	At least every 3 years			●
	High Performance	Climate Change Risk and Adaptation Assessment	Portfolios - At least every 3 years Individual Buildings - At least every 6 years	●	●	●
	Exceptional Performance	Managing Risks for Buildings	At least every 3 years			●

Initial year

Performance level	Requirement	Subheading	Pathway	Pathway type	Can be targeted at	Question	Response type
Credit Achievement	Climate Change Pre-screening Checklist				Individual building	Has the project previously been impacted by extreme climate events? (E.g. storms/tropical cyclones, extreme rainfall and flooding, damaging winds, damaging hail, bushfires, heatwaves, drought, or coast inundation).	Long answer (with attachment)
						Are there building components that could be directly damaged or fail as a result of climate change?	Long answer (with attachment)
						Are there building components that may experience accelerated deterioration or reduced life?	Long answer (with attachment)
						Does the building have procedures or processes to cope in the event of reduced operating capacity?	Long answer (with attachment)
						Have climate hazard impacts to surround areas been considered?	Long answer (with attachment)
						Have potential climate change impacts to the health and wellbeing of building occupants and other relevant stakeholders been considered?	Long answer (with attachment)
						Have indirect climate change impacts to other interdependent systems and services been considered?	Long answer (with attachment)
						Demonstrate the checklist has been signed off by the facility manager and shared with key building stakeholders, including the building owner.	Long answer (with attachment)
High Performance	Climate Change Risk and Adaptation Assessment	Portfolios	A	Either/Or	Portfolio	Demonstrate a suitably qualified professional has undertaken a climate change risk and adaptation assessment and authored the report. Reference where the report addresses the following:	Long answer (with attachment)

Performance level	Requirement	Subheading	Pathway	Pathway type	Can be targeted at	Question	Response type
			A1			• Used future projections of climate change impacts using the information from the Intergovernmental Panel on Climate Change (IPCC) Fifth Assessment Report Representative Concentration Pathway 8.5 (RCP 8.5) or most recently published version	Document reference
			A2			• Assessed these impacts using three timescales that are relevant to the project's anticipated lifespan: one short-term timescale in the next five years, one medium-term timescale between 2040 to 2050 and one long-term timescale between 2070 to 2090	Document reference
			A3			• Identified the primary and secondary climate change variables from Table 2 in AS5334:2013 Climate change adaptation for settlements and infrastructure relevant to the project	Document reference
			A4			• Defined and included the consequence and likelihood tables and risk matrix used to assess direct and indirect climate risks for all buildings in a portfolio	Document reference
			A5			• Assessed risks in consultation with multidisciplinary representatives from within the project team and a selection of relevant external stakeholders	Document reference
			A6			• Identified assets with extreme and high-risk profiles within the portfolio, and recommend an action plan with more detailed analysis for each building in that risk class	Document reference
			A7			• Communicated the results of the assessment to the fund manager, building owner, and other key stakeholders	Document reference
			A8			Explain how the assessment aligns with the Australian Standard AS 5334:2013 Climate change adaptation for settlements and infrastructure	Long answer (with attachment)
			A9			Show how the assessment follows the principles of risk management outlined in the Australian and New Zealand Standard AS/NZ ISO 31000:2009 Risk Management.	Long answer (with attachment)
			A10			Show how the portfolio owner has developed a process for both:	
			A11			• Identifying the climate risk of newly acquired assets or developed and develop plans in place for action to reduce their risks, and	Long answer (with attachment)
			A12			• Introduced a process for disclosure of climate related risks and resilience options at sale or divestment.	Long answer (with attachment)
High Performance	Climate Change Risk and Adaptation Assessment	Individual Buildings	B	Either/Or	Individual Buildings	Demonstrate a suitably qualified professional has undertaken a climate change risk and adaptation assessment and authored a report. Reference where the following have been addressed:	Long answer (with attachment)
			B1			• Identified all extreme climate events in the last 5 years and the impacts they had on the building	Document reference
			B2			• Performed the assessment using the information from the Intergovernmental Panel on Climate Change (IPCC) Fifth Assessment Report Representative Concentration Pathway 8.5 (RCP 8.5) or most recently published version	Document reference
			B3			• Performed the assessment using three timescales that are relevant to the project's anticipated lifespan: one short-term timescale in the next five years, one medium-term timescale between 2040 to 2050 and one long-term timescale between 2070 to 2090	Document reference
			B4			• Identified the primary and secondary climate change variables from Table 2 in AS5334:2013 Climate change adaptation for settlements and infrastructure relevant to the project and each risk	Document reference

Performance level	Requirement	Subheading	Pathway	Pathway type	Can be targeted at	Question	Response type
			B5			• Defined and included the consequence and likelihood tables and risk matrix used to assess direct and indirect climate risks	Document reference
			B6			• Assessed risks in consultation with multidisciplinary representatives from within the project team and a selection of relevant external stakeholders	Document reference
			B8			• Developed a register of risks to the building and surrounding infrastructure and provided mitigation and adaptation measures for risks identified as 'extreme' or 'high'. – Evaluated the mitigation and adaptation measures with technical input – Ensured that mitigation and adaptation measures are considered in the context of local surroundings and that any adaptation or intervention does not negatively impact the surrounding environment – Prioritised and selected preferred mitigation and adaptation measures. The measures have been considered in the context of what can be achieved within the current operational horizon, with actions that can be taken immediately prioritised over those that may be passed on to future owners or facilities management teams.	Document reference
			B9			• Communicated the results of the assessment to the asset owner, facilities management and to any other key stakeholders	Document reference
			B10			• Introduced a process for disclosure of climate related risks and resilience options at sale or divestment	Document reference
			B11			• The review has taken into consideration how megatrends are evolving and what bearing they have on risks	
			B12			Explain how the assessment aligns with the *Australian Standard AS 5334:2013 Climate change adaptation for settlements and infrastructure*	Long answer (with attachment)
			B13			Show how the assessment follows the principles of risk management outlined in the *Australian and New Zealand Standard AS/NZ ISO 31000:2009 Risk Management.*	Long answer (with attachment)
Exceptional Performance	Managing Risks for Buildings				Individual Buildings	Demonstrate a plan has been developed and implemented to reduce and manage extreme and high risks as identified in the risk assessment. Where no extreme or high risks were identified, the highest risk present has been managed and reduced.t. Reference where the plan addresses the following:	Long answer (with attachment)
						• Description of the selected mitigation and adaptation strategies in response to all high and extreme risks identified over the three time scales in the assessment and risk reduction measures for implementation.	Document reference
						• Assessment of the building's capacities and capabilities required for implementation of chosen mitigation strategies and risk reduction measures	Document reference
						• Descriptions of the roles and responsibilities in the implementation of measures	Document reference
						• A monitoring and evaluation framework that measures and tracking the effectiveness of the measures implemented, including KPIs with baseline, targets and data for latest year	Document reference
						• Annual reporting requirements for the building owner	Document reference
						• Timeframe of implementation	Document reference

Performance level	Requirement	Subheading	Pathway	Pathway type	Can be targeted at	Question	Response type
						• A process for re-evaluating risks once measures have been introduced	Document reference
						• Process for embedding outcomes in the ongoing operation of the building, and disclosure and transfer to future asset owners where the asset is sold e.g., logged in building operation manuals or similar	Document reference

Subsequent years

Performance level	Requirement	Subheading	Pathway	Pathway type	Can be targeted at	Question	Response type
Credit Achievement	Climate Change Pre-screening Checklist	DECLARATION			Individual Buildings	Have any of the following occurred? • Significant works have occurred to the building • Change in organisation or team managing the building • You would like to voluntarily update the credit criteria. *If No to all of the above, this criteria will be awarded until it is required to be updated again.* *If Yes to any of the above, Initial Year questions/pathway will appear pre-populated with information from last update, and you'll need to resubmit for assessment*	Yes or No
High Performance	Climate Change Risk and Adaptation Assessment for Portfolio	DECLARATION		Either/Or	Portfolio	Have any of the following occurred? • There is a significant change to the portfolio composition due to sales, acquisitions or other, or • You would like to voluntarily update the credit criteria. *If No to all of the above, this criteria will be awarded until it is required to be updated again.* *If Yes to any of the above, Initial Year questions/pathway will appear pre-populated with information from last update, and you'll need to resubmit for assessment*	Yes or No
High Performance	Climate Change Risk and Adaptation Assessment for Individual Buildings	DECLARATION		Either/Or	Individual Buildings	Have any of the following occurred? • Significant works have occurred to the building • Change in organisation or team managing the building • You would like to voluntarily update the credit criteria. *If No to all of the above, this criteria will be awarded until it is required to be updated again.* *If Yes to any of the above, Initial Year questions/pathway will appear pre-populated with information from last update, and you'll need to resubmit for assessment*	Yes or No
Exceptional Performance	Managing Risks	DECLARATION			Individual Buildings	Have any of the following occurred? • Significant works have occurred to the building • Change in organisation or team managing the building • There is new information on a risk, i.e., floods or heat waves • You would like to voluntarily update the credit criteria *If No to all of the above, this criteria will be awarded until it is required to be updated again.* *If Yes to any of the above, Initial Year questions/pathway will appear pre-populated with information from last update, and you'll need to resubmit for assessment*	Yes or No

15. Operations Resilience

Credit	Performance Level	Criterion	Submission Frequency	Evidence can be submitted as follows:		
				Portfolio	Multiple Buildings	Individual Buildings
Operations Resilience	Credit Achievement	Operational Resilience Risk Assessment	At least every 6 years	●	●	●
		Operational Resilience Risk Framework	At least every 6 years	●	●	●
	High Performance	Managing and Mitigating Risks	At least every 3 years			●

Initial year

Performance level	Requirement	Subheading	Pathway	Pathway type	Can be targeted at	Question	Response type
Credit Achievement	Operational Resilience Risk Assessment	Owner occupied assets	A	Either/Or	Individual buildings	Demonstrate a suitably qualified professional has undertaken an operational risk resilience assessment and authored a report. Reference where the following are addressed in the report:	Long answer (with attachment)
			A1			• A set of clear resilience objectives and performance goals for the building.	Document reference
			A2			• The interdependent infrastructure systems, networks, services, and assets the building relies on.	Document reference
			A3			• Key areas of system vulnerability, specifically how these may be affected by the identified shocks and stresses that may impact the building through reduced capacity and/or functionality.	Document reference
			A4			• Stakeholders who will also be affected by shocks and stresses (e.g., building tenants and occupants) and whether there are additional risks faced by them.	Document reference
			A5			• Key personnel or teams responsible for response procedures in the event of an identified shock event	Document reference
			A6			• Process for recording events related to shocks and stresses, management solutions implemented, and opportunities for future improvement	Document reference
		Tenant occupied or operated assets	B	Either/Or	Individual buildings	Demonstrate a suitably qualified professional has undertaken an operational risk resilience assessment and authored a report. Reference where the following are addressed in the report:	Long answer (with attachment)
			B1			• A set of clear resilience objectives and performance goals for the building.	Document reference
			B2			• The interdependent infrastructure systems, networks, services, and assets the building relies on.	Document reference
			B3			• Shocks and stresses the building may be subject to, and the areas of vulnerability within the building as provided by the asset owner to the tenant at occupancy	Document reference

Performance level	Requirement	Subheading	Pathway	Pathway type	Can be targeted at	Question	Response type
			B4			• Key personnel or teams responsible for response procedures in the event of an identified shock event	Document reference
			B5			• Process for recording events related to shocks and stresses, management solutions implemented, and opportunities for future improvement	Document reference
			B6			• Process for implementing improvements in between tenants occupying the building	Document reference
Credit Achievement	Operational Risk Framework				Portfolio	Demonstrate a portfolio-wide risk assessment framework and quality assurance process has been developed to determine operational risks for buildings within a portfolio. Reference where the framework and process outlines:	Long answer (with attachment)
						• Roles and responsibilities for identifying operational risks	Document reference
						• Identifies a framework of assessment	Document reference
						• Process for communicating risks to facilities management and relevant stakeholders	
						• Key personal or teams responsible for response procedures in the event of an identified shock event impacting a building and the local community and ensuring the response does not have a negative impact on the surrounding community.	Document reference
						• Process for recording events related to shocks and stresses, what management solutions were used to address the event and opportunities for future improvement.	Document reference
						• Network effects or benefits that can be realised from the portfolio as a whole or where buildings are under common ownership in a precinct (e.g., industrial/business parks or campuses), and whether there are strategies that can positively impact the operational resilience of neighbouring sites or buildings under common ownership.	Document reference
						• Consultation with relevant authorities with regards to evacuations procedures and emergency actions	Document reference
High Performance	Managing Risks				Individual Buildings	Demonstrate the project team has ensured risks are addressed in an operational plan as follows:	Long answer (with attachment)
						• All risks rated as ‘Extreme’ are addressed through operational or design responses as appropriate	Document reference
						• All risks rated as ‘Medium’ and ‘High’ are addressed through current or future operational or design responses	Document reference
						• Risks and responses are communicated to tenants and occupants, and a process for providing feedback is implemented.	Document reference

Subsequent years

Performance level	Requirement	Subheading	Pathway	Pathway type	Can be targeted at	Question	Response type
Credit Achievement	Operational Risk Assessment				Portfolio	Have any of the following occurred? • Significant works have occurred to the building • Change in organisation or team managing the building • Change in anchor tenants or more than 50% turnover in tenant • There are new shocks and stresses identified • You would like to voluntarily update the credit criteria *If No to all of the above, this criteria will be awarded until it is required to be updated again.* *If Yes to any of the above, Initial Year questions/pathway will appear pre-populated with information from last update, and you'll need to resubmit for assessment.*	Yes or No
Credit Achievement	Operational Risk Framework				Portfolio	Have any of the following occurred? • Significant works have occurred to the building • Change in organisation or team managing the building • Change in anchor tenants or more than 50% turnover in tenant • There are new shocks and stresses identified • You would like to voluntarily update the credit criteria *If No to all of the above, this criteria will be awarded until it is required to be updated again.* *If Yes to any of the above, Initial Year questions/pathway will appear pre-populated with information from last update, and you'll need to resubmit for assessment.*	Yes or No
High Performance	Managing Risks				Individual Buildings	Have any of the following occurred? • Significant works have occurred to the building • Change in organisation or team managing the building • Change in anchor tenants or more than 50% turnover in tenant • There are new shocks and stresses identified • You would like to voluntarily update the credit criteria *If No to all of the above, this criteria will be awarded until it is required to be updated again.* *If Yes to any of the above, Initial Year questions/pathway will appear pre-populated with information from last update, and you'll need to resubmit for assessment.*	Yes or No

16. Community Resilience

Credit	Performance Level	Criterion	Submission Frequency	Evidence can be submitted as follows:		
				Portfolio	Multiple Buildings	Individual Buildings
Community Resilience	Credit Achievement	Community Resilience Assessment	At least every 3 years		●	●
		Community Resilience Plan	Annual progress report, with review at least every 3 years		●	●
	High Performance	Community Engagement	At least every 3 years			●

Initial Year

Performance level	Requirement	Subheading	Pathway	Pathway type	Can be targeted at	Question	Response type
Credit Achievement	Community Resilience Assessment				Multiple Buildings	A community resilience assessment has been undertaken. Reference where the assessment addresses the following:	Long answer (with attachment)
						• Defines the surrounding local community and the groups which rely on or interact directly or indirectly with the building or site.	Document reference
						• Identifies vulnerabilities affecting the community, such as shocks or stresses, and how the building can help minimise negative impacts, and create opportunities for positive interventions.	Document reference
						• Shocks and stresses with the greatest potential to impact the building's ability to meet community needs are ranked in order of priority from highest risk to lowest risk	Document reference
						• Identifies how material shocks and stresses identified for the building may impact the local community and identified groups by considering a clear set of social indicators (e.g., PCA's Collective Social Impact Framework)	Document reference
						Demonstrate the project team has undertaken at least one community capacity building activity during the year.	Long answer (with attachment)
Credit Achievement	Community Resilience Plan				Multiple Buildings	A plan has been developed and is being implemented for the building. Reference where the plan addresses the following:	Long answer (with attachment)
						• How the two most significant impacts or opportunities identified are dealt with specifically through the building's operations, design, or community engagement	Document reference
						• Communications strategy for informing the community of: – Activities or other opportunities provided to increase community resilience – Services, resources, or amenity the building provides in the event of shocks occurring or stresses being experienced	Document reference
						• Process for community members to provide feedback on community capacity building activities and any experiences during shock events	Document reference

Performance level	Requirement	Subheading	Pathway	Pathway type	Can be targeted at	Question	Response type
						• Roles and responsibilities for implementing and maintaining the plan	Document reference
High Performance	Community Engagement				Individual buildings	Demonstrate that engagement with key groups has been conducted to help identify potential shocks and stresses, to further inform the community resilience plan. Show that:	Long answer (with attachment)
						• Resilience objectives and goals associated with servicing the community have been identified	Long answer (with attachment)
						• Key stakeholders representing key groups have been collaborated with to draft and agree on the plan	Long answer (with attachment)
						• Key groups have the ability to provide feedback on the effectiveness of the plan	Long answer (with attachment)
						• Resilience options have been identified to manage risks linked to each community need	Long answer (with attachment)
						• There is a program of works and activities arising from the community engagement	Long answer (with attachment)

Subsequent Years

Performance level	Requirement	Subheading	Pathway	Pathway type	Can be targeted at	Question	Response type
Credit Achievement	Community Resilience Assessment	DECLARATION			Multiple Buildings	Have any of the following occurred? • Significant works have occurred to the building • Change in organisation or team managing the building • New shocks and stresses have been identified or there have been significant changes to the community composition • You would like to voluntarily update the credit criteria	Yes or No
						If No to all of the above, this criteria will be awarded until it is required to be updated again. *If Yes to any of the above, Initial Year questions/pathway will appear pre-populated with information from last update, and you'll need to resubmit for assessment.*	
	Community Resilience Plan	DECLARATION			Multiple Buildings	Have any of the following occurred? • Significant works have occurred to the building • Change in organisation or team managing the building • New shocks and stresses have been identified or there have been significant changes to the community composition • You would like to voluntarily update the credit criteria	Yes or No
						If No to all of the above, this criteria will be awarded until it is required to be updated again. *If Yes to any of the above, Initial Year questions/pathway will appear pre-populated with information from last update, and you'll need to resubmit for assessment.*	

Performance level	Requirement	Subheading	Pathway	Pathway type	Can be targeted at	Question	Response type
						If the Yes to the above, and the project team updates the Community Resilience Plan, the project is to reconduct the Community Resilience Assessment and complete the Initial Year questions again.	
		Annual report				Provide a short report on the progress of the plan.	Long answer (with attachment)
High Performance	Community Engagement	DECLARATION			Individual Buildings	Have any of the following occurred? • Change in organisation or team managing the building • New shocks and stresses have been identified or there have been significant changes to the community composition • You would like to voluntarily update the credit criteria *If No to all of the above, this criteria will be awarded until it is required to be updated again.* *If Yes to any of the above, Initial Year questions/pathway will appear pre-populated with information from last update, and you'll need to resubmit for assessment.*	Yes or No

17. Grid Resilience

Credit	Performance Level	Criterion	Submission Frequency	Evidence can be submitted as follows:		
				Portfolio	Multiple Buildings	Individual Buildings
Grid Resilience	Credit Achievement	Grid and Building Analysis	At least every 3 years			●
	High Performance	Optimal Grid Response	At least every 3 years			●
		Demand Response	At least every 3 years			●

Initial Year

Performance level	Requirement	Subheading	Pathway	Pathway type	Can be targeted at	Question	Response type
Credit Achievement	Grid and Building Analysis				Individual Buildings	Demonstrate a report has been conducted that includes understanding the grid context. Reference where the analysis of the local grid context includes:	Long answer (with attachment)
						• the grid's capacity and reliability for renewable electricity	Document reference
						• when peak activity occurs in the grid (daily, seasonal, and annual peak)	Document reference
						• likely grid events and anticipated reliability issues, and the consequence and likelihood of risks it poses for building electricity continuity	Document reference
						• Demonstrate that a report has been conducted on the building's operation and load demand in response to the grid context. Show where the analysis of the building's context to the grid includes:	Long answer (with attachment)
						• The building's current demand profile including interval data, and comparison to grid supply profiles, identifying any incidences of load clash (where the building's peak load coincides with the grid peak)	Document reference
						• Opportunities for the building to implement grid resilience measures e.g., islanding mode for onsite renewables, inverter triggers, programs for load curtailment and shaping.	Document reference
						• The grid's capacity to enable the building to be fossil fuel free (all-electric) where fossil fuels exist (as outlined in the building's Zero Carbon Action Plan as required in the Energy Source Credit Achievement) or to accommodate other forthcoming changes to the building e.g., major refurbishments and infrastructure upgrades or tenant activity.	Document reference
						• The building's ability to service the grid with storage potential e.g., battery or storage solutions, anticipated electric vehicle charging systems (where access to storage potential of EVs is anticipated or required of vehicle owners)	Document reference
						Reference where the report outlines:	
						• Performance goals and actions for the building in relation to the above, including roles and responsibilities.	Document reference

Performance level	Requirement	Subheading	Pathway	Pathway type	Can be targeted at	Question	Response type
						• A process for regular review of the building's demand profile, and the grid peak hours (at least annually).	Document reference
High Performance	Optimal Grid Response				Individual Buildings	Demonstrate the building has identified and implemented solutions based on the analysis in Credit Achievement. Reference where the following are addressed:	Long answer (with attachment)
						• Reducing any current peak where it clashes with grid supply or network constraints (daily, seasonal, and yearly)	Document reference
						• Shifting occurrence of peak so it does not coincide with grid supply or network constraints (daily, seasonal, and yearly)	Document reference
						• Protection against grid events (interruptions, failures, surges) to retain continuity of energy supply to the building	Document reference
High Performance	Demand Response				Individual Buildings	Demonstrate the demand response plan directly responds to issues identified in the grid risk and opportunity assessment and does not have an adverse impact on occupant amenity (health, safety, thermal comfort, and lighting). Reference where the plan addresses:	Long answer (with attachment)
						• Ensuring the building's automated management system has forward predictive capabilities (based on potential weather events outside standard design days, or predictions by the network operator) to alert building management to a potential event	Document reference
						• Having a demand management dashboard that shows the peak demand target, current demand, historical demand, the demand shedding priorities and enabling button alongside the critical performance characteristics (usually comfort temperature).	Document reference
						• Having the building management system provide an automated way to start their load shedding strategy and enable communication to relevant parties	Document reference
						• Having the ability for the building's automated management system to accept external control signals to enable signing up to current or future demand response programs	Document reference
						• Ensuring the building's automated management system has the capability and is suitably configured to transition effectively into post-response operations without adverse impacts. In practice, this means not losing thermal comfort conditions once load shedding programs are terminated (either due to controlled or inadvertent actions) that results in a substantial surge in HVAC energy to restore conditions	Document reference
						Show how the demand response plan has been tested and ensures that building management staff and systems are aware of what the implications are.	Long answer (with attachment)

Subsequent Years

Performance level	Requirement	Subheading	Pathway	Pathway type	Can be targeted at	Question	Response type
Credit Achievement	Grid and Building Analysis				Individual Buildings	Have any of the following occurred? • Significant works have occurred to the building • Change in organisation or team managing the building • You would like to voluntarily update the credit criteria	Yes or No

Performance level	Requirement	Subheading	Pathway	Pathway type	Can be targeted at	Question	Response type
						If No to all of the above, this criteria will be awarded until it is required to be updated again. *If Yes to any of the above, Initial Year questions/pathway will appear pre-populated with information from last update, and you'll need to resubmit for assessment*	
High Performance	Optimal Grid Response				Individual Buildings	Have any of the following occurred? • Significant works have occurred to the building • Change in organisation or team managing the building • You would like to voluntarily update the credit criteria	Yes or No
						If No to all of the above, this criteria will be awarded until it is required to be updated again. *If Yes to any of the above, Initial Year questions/pathway will appear pre-populated with information from last update, and you'll need to resubmit for assessment*	
High Performance	Demand Response				Individual Buildings	Have any of the following occurred? • Significant works have occurred to the building • Change in organisation or team managing the building • You would like to voluntarily update the credit criteria	Yes or No
						If No to all of the above, this criteria will be awarded until it is required to be updated again. *If Yes to any of the above, Initial Year questions/pathway will appear pre-populated with information from last update, and you'll need to resubmit for assessment*	

Positive

18. Energy Use

Credit	Performance Level	Criterion	Submission Frequency	Evidence can be submitted as follows:		
				Portfolio	Multiple Buildings	Individual Buildings
Energy Use – Pathway A: NABERS Energy Rating	Credit Achievement	NABERS Rating	Annual			●
	High Performance & Exceptional Performance	Reduction in Energy Use	Annual			●
Energy Use – Pathway B: Industry Benchmarks	Credit Achievement	Energy Use Disclosure	Annual			●
	High Performance & Exceptional Performance	Reduction in Energy Use	Annual			●
Energy Use – Pathway C: Peer Group of comparable buildings	Credit Achievement	Energy Use Disclosure	Annual			●
	High Performance & Exceptional Performance	Reduction in Energy Use	Annual			●
Energy Use – Pathway D: Historical Baseline	Credit Achievement	Energy Use Disclosure	Annual			●
	High Performance & Exceptional Performance	Reduction in Energy Use	Annual			●
Energy Use – Pathway E: Tenant Operated Industrial Buildings	Credit Achievement	Asset Register	At least every 3 years			●
	High Performance & Exceptional Performance	Energy Efficiency Attributes	Initial submission and when updates occur			●

Pathway A: NABERS Energy Rating – Initial Year

Performance level	Requirement	Subheading	Pathway	Pathway type	Can be targeted at	Question	Response type
Credit Achievement	NABERS Rating				Individual buildings	Does the building have a valid NABERS rating at the time of the certification? State the NABERS rating reference number and upload the NABERS rating certificate.	Short answer (with attachment)
High Performance	Reduction in Energy Use				Individual buildings	Baseline Energy Intensity (MJ/m2)	Output from calculator
						Percentage without on-site renewables (%)	Output from calculator
						Percentage Improvement (%)	Output from calculator
Exceptional Performance	Reduction in Energy Use				Individual buildings	Baseline Energy Intensity (MJ/m2)	Output from calculator
						Percentage with on-site renewables (%)	Output from calculator
						Percentage Improvement (%)	Output from calculator

Pathway A: NABERS Energy Rating – Subsequent Years

Performance level	Requirement	Subheading	Pathway	Pathway type	Can be targeted at	Question	Response type
Credit Achievement	NABERS Rating					*This is an annual requirement – refer to Initial Year questions.*	
High Performance	Reduction in Energy Use					*This is an annual requirement – refer to Initial Year questions.*	
Exceptional Performance	Reduction in Energy Use					*This is an annual requirement – refer to Initial Year questions.*	

Pathway B: Industry Benchmarks – Initial Year

Performance level	Requirement	Subheading	Pathway	Pathway type	Can be targeted at	Question	Response type
						To target Pathway B, please state why the project is unable to target Pathway A.	Long answer (with attachment)
Credit Achievement	Energy Use Disclosure				Individual buildings	Upload the energy consumed by the building over a 12-month period and show that it has been validated by an authorised third party.	Long answer (with attachment)
High Performance	Reduction in Energy Use				Individual buildings	Reduction in energy use without on-site renewables	Output from calculator
						Provide the fuel mix breakdown of the building.	Long answer (with attachment)
Exceptional Performance	Reduction in Energy Use				Individual buildings	Reduction in energy use with on-site renewables	Output from calculator
						Provide the fuel mix breakdown of the building.	Long answer (with attachment)

Pathway B: Industry Benchmarks – Subsequent Years

Performance level	Requirement	Subheading	Pathway	Pathway type	Can be targeted at	Question	Response type
Credit Achievement	Energy Use Disclosure					*This is an annual requirement – refer to Initial Year questions.*	
High Performance	Reduction in Energy Use					*This is an annual requirement – refer to Initial Year questions.*	
Exceptional Performance	Reduction in Energy Use					*This is an annual requirement – refer to Initial Year questions.*	

Pathway C: Peer Group of Comparable Buildings – Initial Year

Performance level	Requirement	Subheading	Pathway	Pathway type	Can be targeted at	Question	Response type
						To target Pathway C, please state why the project is unable to target Pathway A or B.	Long answer (with attachment)
Credit Achievement	Energy Use Disclosure				Individual buildings	Upload the energy consumed by the building over a 12-month period and show that it has been validated by an authorised third party.	Long answer (with attachment)
High Performance	Reduction in Energy Use				Individual buildings	Provide operational data from at least three comparable buildings and describe how the buildings are comparable to the building to be rated.	Long answer (with attachment)
						Baseline	Output from calculator
						Reduction in energy use without on-site renewables	Output from calculator
Exceptional Performance	Reduction in Energy Use				Individual buildings	Reduction in energy use with on-site renewables	Output from calculator

Pathway C: Peer Group of Comparable Buildings – Subsequent Years

Performance level	Requirement	Subheading	Pathway	Pathway type	Can be targeted at	Question	Response type
Credit Achievement	Energy Use Disclosure					*This is an annual requirement – refer to Initial Year questions.*	
High Performance	Reduction in Energy Use					Have any of the following occurred? • You would like to voluntarily update the peer group of comparable buildings. *If No to all of the above, the Initial Year baseline will remain the same, and the project will be required to submit for assessment annually.* *If Yes to any of the above, Initial Year questions/pathway will appear pre-populated with information from last update, and you'll need to resubmit comparable buildings data for assessment.*	Yes or No
Exceptional Performance	Reduction in Energy Use					*This is an annual requirement – refer to Initial Year questions.*	

Pathway D: Historical Baseline – Initial Year

Performance level	Requirement	Subheading	Pathway	Pathway type	Can be targeted at	Question	Response type
						To target Pathway D, please state why the project is unable to target Pathway A, B, or C.	Long answer (with attachment)
Credit Achievement	Energy Use Disclosure				Individual buildings	Upload the energy consumed by the building over a 12-month period and show that it has been validated by an authorised third party.	Long answer (with attachment)
High Performance	Reduction in Energy Use				Individual buildings	Provide 5 concurrent years of operational data from the building to be rated. (5 years of data from the previous 10 years of operation).	Long answer (with attachment)
						Baseline	Output from calculator
						Reduction in energy use without on-site renewables	Output from calculator
Exceptional Performance	Reduction in Energy Use				Individual buildings	Reduction in energy use with on-site renewables	Output from calculator

Pathway D: Historical Baseline – Subsequent Years

Performance level	Requirement	Subheading	Pathway	Pathway type	Can be targeted at	Question	Response type
Credit Achievement	Energy Use Disclosure					*This is an annual requirement – refer to Initial Year questions.*	
High Performance	Reduction in Energy Use					Have any of the following occurred? • You would like to voluntarily update the historical data *If No to all of the above, the Initial Year baseline will remain the same, and the project will be required to submit for assessment.* *If Yes to any of the above, Initial Year questions/pathway will appear pre-populated with information from last update, and you'll need to resubmit historical data for assessment.*	Yes or No
Exceptional Performance	Reduction in Energy Use					*This is an annual requirement – refer to Initial Year questions.*	

Pathway E: Tenant Operated Industrial Assets – Initial Year

Performance level	Requirement	Subheading	Pathway	Pathway type	Can be targeted at	Question	Response type
Credit Achievement						Demonstrate that for this building, the tenant has signed a lease agreement that makes them responsible for managing, monitoring, and using 80% of base building energy consumption, and the building owner has limited control over the base building system's ongoing operations.	Long answer (with attachment)
	Asset Register				Individual buildings	Demonstrate that an asset register has been developed to identify the energy efficiency attributes for the building over time. Where the status of an attribute in a building is unknown, the register clearly identifies this, and when it is anticipated the building owner will be able to inspect the property (or communicate with tenants) to identify these attributes. The register includes a process for identifying the above attributes in newly acquired buildings or in existing buildings where unknown.	Long answer (with attachment)
High Performance	Energy Efficiency Attributes	Detailed Energy Audit			Individual buildings	Demonstrate a detailed energy audit has been undertaken for the asset in accordance with AS/NZS 3598.2.	Long answer (with attachment)
		Lighting Systems			Individual buildings	Show that the building's lighting systems comply with the requirements in the submission guidelines.	Long answer (with attachment)
		On-site Renewable Energy			Individual buildings	Demonstrate that the building's onsite renewable energy systems generate over 40% or 80% of the building's energy demand.	Long answer (with attachment)
		On-site Storage			Individual buildings	Demonstrate that where there are on-site storage systems present, the systems comply with the submission guidelines.	Long answer (with attachment)
Exceptional Performance	Energy Efficiency Attributes	Detailed Energy Audit			Individual buildings	Demonstrate a detailed energy audit has been undertaken for the asset in accordance with AS/NZS 3598.2.	Long answer (with attachment)
		Lighting Systems			Individual buildings	Show that the building's lighting systems comply with the requirements in the submission guidelines.	Long answer (with attachment)
		On-site Renewable Energy			Individual buildings	Demonstrate that the building's onsite renewable energy systems generate over 40% or 80% of the building's energy demand.	Long answer (with attachment)
		On-site Storage			Individual buildings	Demonstrate that where there are on-site storage systems present, the systems comply with the submission guidelines.	Long answer (with attachment)

Pathway E: Tenant Operated Industrial Assets – Subsequent Years

Performance level	Requirement	Subheading	Pathway	Pathway type	Can be targeted at	Question	Response type
Credit Achievement	Asset Register	DECLARATION				Have any of the following occurred? • The asset register has been updated • Significant works have occurred to the building that affect the asset register • You would like to voluntarily update the credit criteria	Yes or No

Performance level	Requirement	Subheading	Pathway	Pathway type	Can be targeted at	Question	Response type
						If No to all of the above, this criteria will be awarded until it is required to be updated again. *If Yes to any of the above, Initial Year questions/pathway will appear pre-populated with information from last update, and you'll need to resubmit for assessment*	
High Performance	Energy Efficiency Attributes	DECLARATION				Have any of the following occurred? • Significant works have occurred to the building that affect the energy efficiency attributes • You would like to voluntarily update the credit criteria	Yes or No
						If No to all of the above, this criteria will be awarded until it is required to be updated again. *If Yes to any of the above, Initial Year questions/pathway will appear pre-populated with information from last update, and you'll need to resubmit for assessment*	
Exceptional Performance	Energy Efficiency Attributes	DECLARATION				Have any of the following occurred? • Significant works have occurred to the building that affect the energy efficiency attributes • You would like to voluntarily update the credit criteria	Yes or No
						If No to all of the above, this criteria will be awarded until it is required to be updated again. *If Yes to any of the above, Initial Year questions/pathway will appear pre-populated with information from last update, and you'll need to resubmit for assessment*	

19. Energy Source

Credit	Performance Level	Criterion	Submission Frequency	Evidence can be submitted as follows:		
				Portfolio	Multiple Buildings	Individual Buildings
Energy Source	Credit Achievement	Zero Carbon Action Plan	At least every 6 years	●	●	●
	High Performance	Renewable Electricity	Annual			●
	Exceptional Performance	Renewable Energy	Annual			●

Initial Year

Performance level	Requirement	Subheading	Pathway	Pathway type	Can be targeted at	Question	Response type
Credit Achievement	Zero Carbon Action Plan					Does the building or portfolio comply with the Exceptional Performance 'Renewable Energy' criteria?	Yes or No (with attachment)
						If No to the above, proceed to the questions below for Zero Carbon Action Plan. *If Yes to the above, the Zero Carbon Action Plan requirements are automatically deemed met.*	
Credit Achievement	Zero Carbon Action Plan	Portfolio Approach	A	Either/or	Portfolio	Demonstrate that there is a Zero Carbon Action Plan that identifies principles and actions that help to establish a baseline understanding of what needs to be done to achieve Zero Carbon outcomes across the portfolio. Reference where the following are addressed:	Long answer (with attachment)
			A1			• A target date by when the portfolio is expected to operate as fossil fuel free by or before 2040, in line with the Climate Positive Pathway requirements	Document reference
			A2			• Roadmap or other high-level plan to meet the portfolio target date	Document reference
			A3			• Principles for decision making and key roles and responsibilities across the owner and/or managing entities	Document reference
			A4			• Asset register and a process for compiling building level information	Document reference
			A5			Demonstrate that the Zero Carbon Action Plan has a road map that outlines: • Key actions and proposed timing • Priority areas of opportunity and risk • Key stakeholders and their roles in meeting zero carbon outcomes	Long answer (with attachment)
			A6			Show that the Zero Carbon Action Plan identifies general principles and guidelines related to help facilitate meeting climate positive outcomes at a building and portfolio level.	Long answer (with attachment)
			A7			Demonstrate that plan includes a building register that identifies building attributes to help establish the scope of actions needed to implement zero carbon outcomes.	Long answer (with attachment)

Performance level	Requirement	Subheading	Pathway	Pathway type	Can be targeted at	Question	Response type
			A8			Demonstrate that the register includes a process for identifying building attributes in newly acquired buildings or in existing buildings where unknown	Long answer (with attachment)
			A9			Demonstrate that there is a program of activities for priority opportunities for the next five years.	Long answer (with attachment)
		Single building approach	B		Individual Buildings	Demonstrate that there is a Zero Carbon Action Plan in place that identifies a baseline understanding of what needs to be done to achieve Zero Carbon outcomes. Reference where the plan addresses the following:	Long answer (with attachment)
			B1			• A target date by when the building is expected to operate as fossil fuel free by or before 2040, in line with the Climate Positive Pathway requirements and Star rating ambitions	Short answer
			B2			• priority areas of opportunity and risk	Document reference
			B3			• key stakeholders and their roles in meeting zero carbon outcomes	Document reference
			B4			• process for embedding the plan in the ongoing operation of the building e.g. logged in building operation manuals or similar and made available if the asset is sold	Document reference
			B5			• key considerations, actions, and proposed timing the building needs to replace fossil fuel-using equipment, refrigerants, and associated infrastructure.	Document reference
			B6		Individual Buildings	Demonstrate that there is a program of activities for priority opportunities for the next five years.	Long answer (with attachment)
High Performance	Renewable Electricity				Individual Buildings	Is all electricity under the control of the building owner or operator sourced from renewables?	Long answer (with attachment)
Exceptional Performance	Renewable Energy				Individual Buildings	Is all energy under the control of the building owner or operator and all non-electricity energy provided for uses that are not under the building owner's control (e.g., tenant use) sourced from renewables?	Long answer (with attachment)

Subsequent Years

Performance level	Requirement	Subheading	Pathway	Pathway type	Can be targeted at	Question	Response type
Credit Achievement	Zero Carbon Action Plan – Portfolio Approach	Portfolio approach			Portfolio	Provide a progress report on the program of activities developed for the initial 5 years,.	Long answer (with attachment)
						Provide a progress report against the plan, or updates to the asset register as equipment or buildings are upgraded and actions are implemented.	Long answer (with attachment)
	Zero Carbon Action Plan – Single Building Approach	Single building approach			Individual Buildings	Provide a progress report on the program of activities developed for the initial 5 years.	Long answer (with attachment)

Performance level	Requirement	Subheading	Pathway	Pathway type	Can be targeted at	Question	Response type
						Provide a progress report against the plan as actions are implemented.	Long answer (with attachment)
High Performance	Renewable Electricity				Portfolio	*This is an annual requirement – refer to Initial Year questions.*	
Exceptional Performance	Renewable Energy				Portfolio	*This is an annual requirement – refer to Initial Year questions.*	

20. Other Carbon Emissions

Credit	Performance Level	Criterion	Submission Frequency	Evidence can be submitted as follows:		
				Portfolio	Multiple Buildings	Individual Buildings
Other Carbon Emissions	Credit Achievement	Eliminating or Offsetting High GWP Refrigerants	Annual			●
		Eliminating or Offsetting Petrochemical Diesel	Annual			●
	High Performance	Offset Other Emissions	Annual			●
		Climate Active Carbon Neutral Building Certification	Annual			●

Initial year

Performance level	Requirement	Subheading	Pathway	Pathway type	Can be targeted at	Question	Response type
Credit Achievement	Eliminating or Offsetting High GWP Refrigerants	Eliminating high GWP refrigerants	A	And/or	Individual Buildings	Demonstrate high-GWP refrigerants have been eliminated from the building.	Long answer (with attachment)
		Offsetting high GWP refrigerants	B	And/or	Individual Buildings	Where the refrigerants used in the building have a GWP higher than 10, show that 100% of carbon emissions from refrigerants are offset.	Long answer (with attachment)
Credit Achievement	Eliminating or Offsetting Petrochemical Diesel	Eliminating petrochemical diesel	A	And/or	Individual Buildings	Demonstrate that the use of petrochemical diesel is eliminated from the building.	Long answer (with attachment)
		Offsetting petrochemical diesel	B	And/or	Individual Buildings	Demonstrate that 100% of carbon emissions from diesel used has been offset.	Long answer (with attachment)
High Performance	Offset Other Emissions				Individual Buildings	Demonstrate the project team has calculated and offset:	
						• Emissions from the building's electricity use (as determined in the Energy Use credit) multiplied by the grid emissions factor (unless the Energy Source Credit Achievement is met, in which case these emissions are zero)	Long answer (with attachment)
						• Emissions from the building's energy use as determined in the Energy Use credit (unless the Energy Source Exceptional Performance is met, in which case these emissions are zero)	Long answer (with attachment)
						• All waste emissions as determined by the Waste Reduction credit.	Long answer (with attachment)
						• All water emissions as determined by the Water Use credit.	Long answer (with attachment)

Performance level	Requirement	Subheading	Pathway	Pathway type	Can be targeted at	Question	Response type
						• Demolition and construction waste emissions.	Long answer (with attachment)
						• Where parts of the existing building less than 30 years old have been demolished, an embodied carbon calculation has been done for the demolished portion and these emissions offset. Where the existing building is between 30 to 50 years old, the contribution has been calculated and discounted at 10% for every two additional years past year 30. Beyond 50 years, there are no requirements.	Document reference (with attachment)
						• Any other carbon emissions over 1% of the total carbon emissions profile for the building (significant emissions).	Document reference (with attachment)
High Performance	Climate Active Carbon Neutral Certification	Climate Active Buildings Certification			Individual Buildings	The building has a current and valid Climate Active Carbon Neutral Building Certification through NABERS. Include the NABERS rating reference number.	Short answer (with attachment)
		Other Emissions			Individual Buildings	In addition to the Climate Active Carbon Neutral Building certification, emissions related to the below must be calculated and offset:	
						• Demolition and construction waste emissions	Long answer (with attachment)
						• Where parts of the existing building less than 30 years old have been demolished, an embodied carbon calculation must be done for the demolished portion and these emissions offset. Where the existing building is between 30 to 50 years old, the contribution must be calculated and discounted at 10% for every two additional years past year 30. Beyond 50 years, there are no requirements.	Long answer (with attachment)

Subsequent years

Performance level	Requirement	Subheading	Pathway	Pathway type	Can be targeted at	Question	Response type
Credit Achievement	Eliminating or Offsetting Refrigerants	Eliminating Refrigerants	A	And/or	Individual Buildings	*This is an annual requirement – refer to Initial Year questions.*	
		Offsetting Refrigerants	B	And/or	Individual Buildings	*This is an annual requirement – refer to Initial Year questions.*	
Credit Achievement	Eliminating or Offsetting Diesel	Eliminating Diesel	A	And/or	Individual Buildings	*This is an annual requirement – refer to Initial Year questions.*	
		Offsetting Diesel	B	And/or	Individual Buildings	*This is an annual requirement – refer to Initial Year questions.*	
High Performance	Offset Other Emissions				Individual Buildings	*This is an annual requirement – refer to Initial Year questions.*	
High Performance	Climate Active Carbon Neutral Certification	Climate Active Buildings Certification			Individual Buildings	*This is an annual requirement – refer to Initial Year questions.*	

Performance level	Requirement	Subheading	Pathway	Pathway type	Can be targeted at	Question	Response type
		Other Emissions			Individual Buildings	*This is an annual requirement – refer to Initial Year questions.*	

21. Upfront Carbon Emissions

Credit	Performance Level	Criterion	Submission Frequency	Evidence can be submitted as follows:		
				Portfolio	Multiple Buildings	Individual Buildings
Upfront Carbon Emissions	Credit Achievement	Procuring for Upfront Carbon	At least every 6 years	●	●	●
	High Performance	Capturing Data	Annual			●

Initial Year

Performance level	Requirement	Subheading	Pathway	Pathway type	Can be targeted at	Question	Response type
Credit Achievement	Procuring for Upfront Carbon				Portfolio	Demonstrate a policy and process is in place to address upfront carbon emissions for materials, products and services related to building refurbishment and maintenance activities. Reference where the policy addresses:	Long answer (with attachment)
						• The goals and objectives of the policy	Document reference
						• Targets to procure products which report or offset upfront carbon emissions	Document reference
						• Decision-making process to: – Reduce demolition and reuse existing building materials – Design out material or product use – Procurement strategies to install building materials and products with low or offset embodied carbon emissions	Document reference
						• Process to quantify building materials, products and services with upfront carbon emissions initiatives included in works	Document reference
						• Roles and responsibilities for implementation	Document reference
						Show how the policy and process has been made available to relevant stakeholders.	Long answer (with attachment)
High Performance	Capturing Data				Individual Buildings	Disclose the products, materials, and services have been procured or retained in line with the policy and process, including the following information:	Long answer (with attachment)
						• Product description	Long answer (with attachment)
						• Is the product procured used for maintenance, refurbishment, or ongoing operations?	Short answer (with attachment)
						• Cost	Short answer (with attachment)

Performance level	Requirement	Subheading	Pathway	Pathway type	Can be targeted at	Question	Response type
						• Quantity (including units)	Short answer (with attachment)
						• If available, the amount of upfront carbon emissions in the material	Short answer (with attachment)
						• Initiative used or applied	Short answer (with attachment)
						• Total cost of works and procurement	Short answer (with attachment)
						The above dot points to be repeated for each product disclosed.	

Subsequent Years

Performance level	Requirement	Subheading	Pathway	Pathway type	Can be targeted at	Question	Response type
Credit Achievement	Procuring for Upfront Carbon				Portfolio	Have any of the following occurred? • Change in organisation or team managing the building • You would like to voluntarily update the credit criteria *If No to all of the above, this criteria will be awarded until it is required to be updated again.* *If Yes to any of the above, Initial Year questions/pathway will appear pre-populated with information from last update, and you'll need to resubmit for assessment*	Yes or No
High Performance	Capturing Data				Individual Buildings	*This is an annual requirement – refer to Initial Year questions.*	

22. Tenant Energy Source

Credit	Performance Level	Criterion	Submission Frequency	Evidence can be submitted as follows:		
				Portfolio	Multiple Buildings	Individual Buildings
Tenant Energy Source	Credit Achievement	Energy Source Information	Annual			●
		Active Tenant Engagement	Annual			●
		Transition to Fossil Fuel Free Tenants	Annual			●
		Fossil Fuel Free New Tenants	Annual			●

Initial Year

Performance level	Requirement	Subheading	Pathway	Pathway type	Can be targeted at	Question	Response type
Credit Achievement	Energy Source Information				Individual Buildings	Demonstrate information has been sought from current building tenants on their type of energy source for electricity and other energy sources. The number of tenants in the building has been aggregated and the following have been noted:	Long answer (with attachment)
						• Amount of net lettable area in the building	Numerical input
						• Total number of tenants in the building	Numerical input
						• Number of tenants using renewable electricity	Numerical input
						• Percentage of the tenant's use that the renewable electricity covers	Numerical input
						• Amount of lettable area that is covered by these tenants using renewable electricity	Numerical input
						• Number of tenants using other renewable sources	Numerical input
						• Amount of lettable area that is covered by these tenants using other renewable sources	Numerical input
						• The number of tenants where it is not known what energy source they use for electricity or other	Numerical input
						• Amount of lettable area that is covered by these tenants where it is unknown	Numerical input
Credit Achievement	Active Tenant Engagement				Individual Buildings	Are all tenants in the building using 100% renewable electricity? Provide confirmation that all tenants are using renewable electricity. *If yes to the above, and awarded, this requirement is deemed met.*	Yes or No (with attachment)
						Where there are tenants in the building that are not using 100% renewable electricity, show that the building owner introduced a program to engage with them to encourage them to shift away from their current electricity source.	Long answer (with attachment)
						Demonstrate how the activities as part of this program have covered all tenants in the building at least once over a 12-month period.	Long answer (with attachment)

Performance level	Requirement	Subheading	Pathway	Pathway type	Can be targeted at	Question	Response type
Credit Achievement	Transition to Fossil Fuel Free Tenants				Individual Buildings	Demonstrate tenants using fossil fuels in the building through the building's infrastructure (e.g., natural gas in cooking) have been identified. For the tenants that are using fossil fuels, demonstrate that the building owner has communicated the following:	Long answer (with attachment)
						• The fossil fuel infrastructure for the building the tenant is using will be decommissioned at a point in the future (based on the targets set out in the zero-carbon action plan for the building).	Document reference
						• The tenant may wish to consider how to shift any energy use from that infrastructure away from fossil fuels to renewable sources.	Document reference
						• The building owner provides support to the tenant to ensure this transition occurs within the relevant time.	Document reference
						Show that the building owner has taken steps to ensure that lease renewals: • do not include the ability for tenants to connect to the infrastructure providing fossil fuels for their activities (except for manufacturing activities), or • include a guarantee that the transition away from fossil fuels will occur between the date of lease renewal and 5 years, with a maximum limit of 2030 for all tenancy energy consumption (except for manufacturing activities). For industrial or manufacturing activities, show how the building owner has actively worked with the tenant to ensure the building's infrastructure can accommodate alternative fuel sources such as green hydrogen or support them to transition to all-electric infrastructure.	Long answer (with attachment)
Credit Achievement	Fossil Fuel Free New Tenants				Individual Buildings	For all sectors (except industrial) - all lease agreements for new tenants do not allow connection to the building's fossil fuel infrastructure for energy use. For industrial or manufacturing activities, demonstrate the building owner has actively worked with the tenant to ensure the building's infrastructure can accommodate alternative non-fossil fuel sources such as green hydrogen and that non-manufacturing uses are electric.	Long answer (with attachment)

Subsequent Years

Performance level	Requirement	Subheading	Pathway	Pathway type	Can be targeted at	Question	Response type
Credit Achievement	Energy Source Information				Individual Buildings	*This is an annual requirement – refer to Initial Year questions.*	
Credit Achievement	Active Tenant Engagement				Individual Buildings	*This is an annual requirement – refer to Initial Year questions.*	
Credit Achievement	Transition to Fossil Fuel Free Tenants				Individual Buildings	*This is an annual requirement – refer to Initial Year questions.*	
Credit Achievement	Fossil Fuel Free New Tenants				Individual Buildings	*This is an annual requirement – refer to Initial Year questions.*	

23. Tenant Fitout Waste Reduction

Credit	Performance Level	Criterion	Submission Frequency	Evidence can be submitted as follows:		
				Portfolio	Multiple Buildings	Individual Buildings
Tenant Fitout Waste Reduction	Credit Achievement	Quality Fitout Policy	At least every 6 years	●	●	●
	High Performance	Setting Tenant Expectations	At least every 3 years			●
		Reporting On Outcomes	Annual			●

Initial year

Performance level	Requirement	Subheading	Pathway	Pathway type	Can be targeted at	Question	Response type
Credit Achievement	Quality Fitout Policy				Portfolio	The building or the portfolio owner has implemented a management policy or protocol that embeds good practices for fitout delivery. Show that it addresses the following:	Long answer (with attachment)
		Good design practices				• The policy addresses principles for fitout designs to meet at the start of a lease or when being refit. It must outline responsible parties for communicating and working with tenants to deliver these outcomes.	Long answer (with attachment)
		Extending life of fitout				• The policy outlines preferred ways for building managers to extend the life of a fitout. It must outline responsible parties for communicating and working with tenants to deliver these outcomes.	Long answer (with attachment)
		Highest possible use				• The policy includes processes and intended outcomes for keeping fitout resources at their highest possible use. It must outline responsible parties for communicating and working with tenants to deliver these outcomes.	Long answer (with attachment)
High Performance	Setting Tenant Expectations	Leasing and Engagement Process			Multiple Buildings	Show that a process is in place to work with tenants at the time of lease signing, fitout design review and end of occupancy to implement best practice outcomes as outlined in the organisation's policy.	Long answer (with attachment)
		Tenant Fitout Guide				Show that a Tenancy Fitout Guide has been developed and is included in leasing documentation for all new tenants.	Long answer (with attachment)
High Performance	Reporting on Outcomes				Individual Buildings	Initiatives made by asset owners and tenants that are in line with the policy and result in the reduction of fitout waste are disclosed, per the following:	
						• Initiative	Long answer (with attachment)
						• Scale of impact	Long answer (with attachment)

Subsequent years

Performance level	Requirement	Subheading	Pathway	Pathway type	Can be targeted at	Question	Response type
Credit Achievement	Quality Fitout Policy					Have any of the following occurred? • Change in organisation or team managing the building. • Change in anchor tenants or more than 50% turnover in tenants • You would like to voluntarily update the credit criteria *If No to all of the above, this criteria will be awarded until it is required to be updated again.* *If Yes to any of the above, Initial Year questions/pathway will appear pre-populated with information from last update, and you'll need to resubmit for assessment.*	Yes or No
High Performance	Setting Tenant Expectations					Have any of the following occurred? • Change in organisation or team managing the building. • Change in anchor tenants or more than 50% turnover in tenants • You would like to voluntarily update the credit criteria *If No to all of the above, this criteria will be awarded until it is required to be updated again.* *If Yes to any of the above, Initial Year questions/pathway will appear pre-populated with information from last update, and you'll need to resubmit for assessment.*	Yes or No
High Performance	Reporting on Outcomes					*This is an annual requirement - refer to Initial Year questions.*	

24. Waste Reduction

Credit	Performance Level	Criterion	Submission Frequency	Evidence can be submitted as follows:		
				Portfolio	Multiple Buildings	Individual Buildings
Waste Reduction	Credit Achievement	Disposal and Recycling Verification – Operational Waste	Annual			●
		Intensity Metrics – Operational Waste	Annual			●
	High Performance	Waste Reduction Rates	Annual			●

Initial year

Performance level	Requirement	Subheading	Pathway	Pathway type	Can be targeted at	Question	Response type
Credit Achievement	Disposal and Recycling Verification - Operational Waste					The total amount of waste (disposal via landfill or incineration) and recycling generated is captured by the building and has been accurately measured and verified using a waste auditor using one of the below frameworks.	
		NABERS Waste Rating report	A1	Either/Or	Individual Buildings	The building has undertaken a NABERS Waste rating and can provide a valid NABERS Waste rating report.	Yes or No (with attachment)
			A2			Enter the NABERS Rating reference number	Short answer
		NABERS Waste Verification Report	B1	Either/Or	Individual Buildings	The building has undertaken a NABERS Waste audit and can provide a valid NABERS Waste Verification Report.	Yes or No (with attachment)
			B2			Enter the NABERS Rating reference number	Short answer
		BBP Operational Waste Guidelines	C	Either/Or	Individual Buildings	Data for waste disposal and recycling has been reported in line Part E of the Better Buildings Partnership (BBP) Operational Waste guidelines, and the building has achieved a ‘Silver’ rating or above.	Yes or No (with attachment)
Credit Achievement	Intensity Metrics - Operational Waste				Individual Buildings	Outline which waste intensity metric the building’s operations have been measured against.	Short answer
High Performance	Waste Reduction Rates				Individual Buildings	The total amount of waste and recycling is below a benchmark, waste disposal is below a benchmark and recycling streams are reported. Upload evidence to support these.	Long answer (with attachment)
		Offices: Waste and Recycling Intensity	A1	Either/Or	Individual Buildings	Operational waste and recycling of the project.	Output from calculator
			A2			Construction and demolition waste and recycling of the project.	Output from calculator
		Offices: Waste Disposal Rate	A3		Individual Buildings	Operational waste disposed to landfill or incineration.	Output from calculator

Performance level	Requirement	Subheading	Pathway	Pathway type	Can be targeted at	Question	Response type
			A4			Construction and demolition waste disposed to landfill or incineration.	Output from calculator
		Offices: Recycling Stream Reporting	A5		Individual Buildings	Enter the total amount (kg) of recycling or reuse per waste stream for the following:	
			A6			• Paper and cardboard	Output from calculator
			A7			• Glass	Output from calculator
			A8			• Plastic	Output from calculator
			A9			• Food or garden organics	Output from calculator
			A10			• Additional streams as relevant to building operations	Output from calculator
		Retail: Waste and recycling intensity	B1	Either/Or	Individual Buildings	Operational waste and recycling of the project.	Output from calculator
			B2			Construction and demolition waste and recycling of the project.	Output from calculator
		Retail: Waste Disposal rate	B3		Individual Buildings	Operational waste disposed to landfill or incineration.	Output from calculator
			B4			Construction and demolition waste disposed to landfill or incineration.	Output from calculator
		Retail: Recycling and reporting	B5		Individual Buildings	Enter the total amount of recycling or reuse per waste stream for the following:	
			B6			• Paper and cardboard	Output from calculator
			B7			• Glass	Output from calculator
			B8			• Plastic	Output from calculator
			B9			• Food or garden organics	Output from calculator
			B10			• Additional streams as relevant to building operations	Output from calculator

Subsequent years

Performance level	Requirement	Subheading	Pathway	Pathway type	Can be targeted at	Question	Response type
Credit Achievement	Disposal and Recycling Verification - Operational Waste	NABERS Waste Rating Report	A	Either/Or	Individual Buildings	*This is an annual requirement – refer to Initial Year questions.*	
		NABERS Waste Verification Report	B	Either/Or	Individual Buildings	*This is an annual requirement – refer to Initial Year questions.*	
		BBP Operational Waste Guidelines	C	Either/Or	Individual Buildings	*This is an annual requirement – refer to Initial Year questions.*	
Credit Achievement	Intensity Metrics - Operational Waste				Individual Buildings	*This is an annual requirement – refer to Initial Year questions.*	
High Performance	Waste Reduction Rates	Offices: Waste and Recycling Intensity	A1	Either/Or	Individual Buildings	*This is an annual requirement – refer to Initial Year questions.*	
		Offices: Waste Disposal Rate	A2		Individual Buildings	*This is an annual requirement – refer to Initial Year questions.*	
		Offices: Recycling stream reporting	A3		Individual Buildings	*This is an annual requirement – refer to Initial Year questions.*	
		Retail: Waste and Recycling Intensity	B1	Either/Or	Individual Buildings	*This is an annual requirement – refer to Initial Year questions.*	
		Retail: Waste Disposal Rate	B2		Individual Buildings	*This is an annual requirement – refer to Initial Year questions.*	
		Retail: Recycling Stream Reporting	B3		Individual Buildings	*This is an annual requirement – refer to Initial Year questions.*	

25. Water Use

Credit	Performance Level	Criterion	Submission Frequency	Evidence can be submitted as follows:		
				Portfolio	Multiple Buildings	Individual Buildings
Water Use – Pathway A: NABERS Water Rating	Credit Achievement	NABERS Rating	Annual			●
	High Performance & Exceptional Performance	Reduction in Potable Water Use	Annual			●
Water Use – Pathway B: Industry Benchmarks	Credit Achievement	Water Use Disclosure	Annual			●
	High Performance & Exceptional Performance	Reduction in Potable Water Use	Annual			●
Water Use – Pathway C: Peer Group of comparable buildings	Credit Achievement	Water Use Disclosure	Annual			●
	High Performance & Exceptional Performance	Reduction in Potable Water Use	Annual			●
Water Use – Pathway D: Historical Baseline	Credit Achievement	Water Use Disclosure	Annual			●
	High Performance & Exceptional Performance	Reduction in Potable Water Use	Annual			●
Water Use – Pathway E: Tenant Operated Industrial Assets	Credit Achievement	Asset Register	At least every 3 years			●
	High Performance & Exceptional Performance	Water Efficiency Attributes	Initial submission and when upgrades occur			●

Pathway A: NABERS Water Rating – Initial Year

Performance level	Requirement	Subheading	Pathway	Pathway type	Can be targeted at	Question	Response type
Credit Achievement	NABERS Rating				Individual buildings	Does the building have a valid NABERS rating at the time of the certification? Enter the NABERS Rating reference number.	Short answer (with attachment)
High Performance	Reduction in Potable Water Use				Individual buildings	Reduction in potable water use without recycled water	Output from calculator
						Reduction in potable water use with recycled water	Output from calculator
Exceptional Performance	Reduction in Potable Water Use				Individual buildings	Reduction in potable water use with recycled water	Output from calculator

Pathway A: NABERS Water Rating – Subsequent Years

Performance level	Requirement	Subheading	Pathway	Pathway type	Can be targeted at	Question	Response type
Credit Achievement	NABERS Rating				Individual buildings	*This is an annual requirement - refer to Initial Year questions.*	
High Performance	Reduction in Potable Water Use				Individual buildings	*This is an annual requirement - refer to Initial Year questions.*	
Exceptional Performance	Reduction in Potable Water Use				Individual buildings	*This is an annual requirement - refer to Initial Year questions.*	

Pathway B: Industry Benchmarks – Initial Year

Performance level	Requirement	Subheading	Pathway	Pathway type	Can be targeted at	Question	Response type
Credit Achievement	Water Use Disclosure				Individual buildings	Upload the water consumed by the building over a 12-month period and show that it has been validated by a third party.	Long answer (with attachment)
High Performance	Reduction in Potable Water Use				Individual buildings	Reduction in potable water use without recycled water	Output from calculator
						Reduction in potable water use with recycled water	Output from calculator
						Based on the project type, provide evidence to support the project specific operational variables.	Long answer (with attachment)
Exceptional Performance	Reduction in Potable Water Use				Individual buildings	Reduction in potable water use with recycled water	Output from calculator

Pathway B: Industry Benchmarks – Subsequent Years

Performance level	Requirement	Subheading	Pathway	Pathway type	Can be targeted at	Question	Response type
Credit Achievement	Water Use Disclosure				Individual buildings	*This is an annual requirement - refer to Initial Year questions.*	
High Performance	Reduction in Potable Water Use				Individual buildings	*This is an annual requirement - refer to Initial Year questions.*	
Exceptional Performance	Reduction in Potable Water Use				Individual buildings	*This is an annual requirement - refer to Initial Year questions.*	

Pathway C: Peer Group of Comparable Buildings – Initial Year

Performance level	Requirement	Subheading	Pathway	Pathway type	Can be targeted at	Question	Response type
Credit Achievement	Water Use Disclosure				Individual buildings	Upload the water consumed by the building over a 12-month period and show that it has been validated by a third party.	Long answer (with attachment)
High Performance	Reduction in Potable Water Use				Individual buildings	Provide operational data from at least three comparable buildings, and describe how the buildings are comparable to the building to be rated.	Long answer (with attachment)
						Reduction in potable water use without recycled water	Output from calculator
						Reduction in potable water use with recycled water	Output from calculator
Exceptional Performance	Reduction in Potable Water Use				Individual buildings	Reduction in potable water use with recycled water	Output from calculator

Pathway C: Peer Group of Comparable Buildings – Subsequent Years

Performance level	Requirement	Subheading	Pathway	Pathway type	Can be targeted at	Question	Response type
Credit Achievement	Water Use Disclosure				Individual buildings	*This is an annual requirement - refer to Initial Year questions.*	
High Performance	Reduction in Potable Water Use				Individual buildings	Have any of the following occurred? • You would like to voluntarily update the peer group of comparable buildings. *If No to all of the above, the Initial Year baseline will remain the same, and the project will be required to submit for assessment annually.* *If Yes to any of the above, Initial Year questions/pathway will appear pre-populated with information from last update, and you'll need to resubmit comparable buildings data for assessment.*	Yes or No
Exceptional Performance	Reduction in Potable Water Use				Individual buildings	*This is an annual requirement - refer to Initial Year questions.*	

Pathway D: Historical Baseline – Initial Year

Performance level	Requirement	Subheading	Pathway	Pathway type	Can be targeted at	Question	Response type
Credit Achievement	Water Use Disclosure				Individual buildings	Upload the energy consumed by the building over a 12-month period and show that it has been validated by a third party.	Long answer (with attachment)
High Performance	Reduction in Potable Water Use				Individual buildings	Reduction in potable water use without recycled water	Output from calculator
						Reduction in potable water use with recycled water	Output from calculator
						Provide 5 concurrent years of operational data from building to be rated, from the previous 10 years of operation.	Long answer (with attachment)
Exceptional Performance	Reduction in Potable Water Use				Individual buildings	Reduction in potable water use with recycled water	Output from calculator

Pathway D: Historical Baseline – Subsequent Years

Performance level	Requirement	Subheading	Pathway	Pathway type	Can be targeted at	Question	Response type
Credit Achievement	Water Use Disclosure				Individual buildings	*This is an annual requirement - refer to Initial Year questions.*	
High Performance	Reduction in Potable Water Use				Individual buildings	Have any of the following occurred? • You would like to voluntarily update the historical data *If No to all of the above, the Initial Year baseline will remain the same, and the project will be required to submit for assessment.* *If Yes to any of the above, Initial Year questions/pathway will appear pre-populated with information from last update, and you'll need to resubmit historical data for assessment.*	Yes or No
Exceptional Performance	Reduction in Potable Water Use				Individual buildings	*This is an annual requirement - refer to Initial Year questions.*	

Pathway E: Tenant Operated Industrial Assets – Initial Year

Performance level	Requirement	Subheading	Pathway	Pathway type	Can be targeted at	Question	Response type
Credit Achievement	Asset Register				Individual buildings	Demonstrate that the building owner has developed an asset register to identify water efficiency attributes for the building over time, as per the requirements in the submission guidelines.	Long answer (with attachment)
High Performance	Water Efficiency Attributes				Individual buildings	Demonstrate that the building complies with up to 3 of the following criteria:	Long answer (with attachment)
		Water leak audit			Individual buildings	An annual water efficiency audit of the building is conducted to identify any leaks or poorly performing equipment installed by the building owner. Where leaks were found, actions are in place to fix the leak.	Long answer (with attachment)
		Toilets			Individual buildings	All toilets present in the building are connected to a rainwater tank on-site which captures, and stores rainwater collected from the building's roof top or site runoff or connection to external recycled water pipe.	Long answer (with attachment)
		Irrigation			Individual buildings	The building's landscape tap or pipe is irrigated through a rainwater tank on-site, which captures and stores rainwater collected from the building's roof top or site runoff or connection to external recycled water pipe.	Long answer (with attachment)
		Fixtures and appliances			Individual buildings	WELS requirements are met for all fixtures and appliances in use.	Long answer (with attachment)
		Process cooling (heat rejection)			Individual buildings	The building has on-site systems in place to capture, store and re-use the rainwater for heat rejection from cooling or process activities or has a closed loop system for heat rejection or the building has no water-based cooling systems in place.	Long answer (with attachment)
		Wash bay			Individual buildings	The water used for washing trucks and driveways is through a rainwater tank on-site, which captures and stores rainwater collected from the building's roof top or connection to external recycled water pipe.	Long answer (with attachment)
		Fire water testing			Individual buildings	Where a sprinkler system is present, one of the below requirements is met • The fire water protection system does not expel water for testing • Rainwater is used for routine testing of the fire protection system and each floor that is fitted with a sprinkler system has isolation valves or shut-off points for localised drain-down	Long answer (with attachment)
Exceptional Performance	Water Efficiency Attributes				Individual buildings	Demonstrate that the building complies with an additional 3 of the following criteria:	Long answer (with attachment)
		Water leak audit			Individual buildings	An annual water efficiency audit of the building is conducted to identify any leaks or poorly performing equipment installed by the building owner. Where leaks were found, actions are in place to fix the leak.	Long answer (with attachment)
		Toilets			Individual buildings	All toilets present in the building are connected to a rainwater tank on-site which captures, and stores rainwater collected from the building's roof top or site runoff or connection to external recycled water pipe.	Long answer (with attachment)
		Irrigation			Individual buildings	The building's landscape tap or pipe is irrigated through a rainwater tank on-site, which captures and stores rainwater collected from the building's roof top or site runoff or connection to external recycled water pipe.	Long answer (with attachment)
		Fixtures and appliances			Individual buildings	WELS requirements are met for all fixtures and appliances in use.	Long answer (with attachment)
		Process cooling (heat rejection)			Individual buildings	The building has on-site systems in place to capture, store and re-use the rainwater for heat rejection from cooling or process activities or has a closed loop system for heat rejection or the building has no water-based cooling systems in place.	Long answer (with attachment)

Performance level	Requirement	Subheading	Pathway	Pathway type	Can be targeted at	Question	Response type
		Wash bay			Individual buildings	The water used for washing trucks and driveways is through a rainwater tank on-site, which captures and stores rainwater collected from the building's roof top or connection to external recycled water pipe.	Long answer (with attachment)
		Fire water testing			Individual buildings	Where a sprinkler system is present, one of the below requirements is met • The fire water protection system does not expel water for testing • Rainwater is used for routine testing of the fire protection system and each floor that is fitted with a sprinkler system has isolation valves or shut-off points for localised drain-down	Long answer (with attachment)

Pathway E: Tenant Operated Industrial Assets – Subsequent Years

Performance level	Requirement	Subheading	Pathway	Pathway type	Can be targeted at	Question	Response type
Credit Achievement	Asset Register				Individual buildings	Have any of the following occurred? • The asset register has been updated • Significant works have occurred to the building that affect the asset register • You would like to voluntarily update the credit criteria *If No to all of the above, this criteria will be awarded until it is required to be updated again.* *If Yes to any of the above, Initial Year questions/pathway will appear pre-populated with information from last update, and you'll need to resubmit for assessment*	Yes or No
High Performance	Water Efficiency Attributes				Individual buildings	Have any of the following occurred? • The asset register has been updated • Significant works have occurred to the building that affect the asset register • You would like to voluntarily update the credit criteria *If No to all of the above, this criteria will be awarded until it is required to be updated again.* *If Yes to any of the above, Initial Year questions/pathway will appear pre-populated with information from last update, and you'll need to resubmit for assessment*	Yes or No
Exceptional Performance	Water Efficiency Attributes				Individual buildings	Have any of the following occurred? • The asset register has been updated • Significant works have occurred to the building that affect the asset register • You would like to voluntarily update the credit criteria *If No to all of the above, this criteria will be awarded until it is required to be updated again.* *If Yes to any of the above, Initial Year questions/pathway will appear pre-populated with information from last update, and you'll need to resubmit for assessment*	Yes or No

Places

26. Movement and Place

Credit	Performance Level	Criterion	Submission Frequency	Evidence can be submitted as follows:		
				Portfolio	Multiple Buildings	Individual Buildings
Movement and Place	Credit Achievement	Changing Facilities	Initial submission and when upgrades occur			●
		Amenity and Active Transport Survey	Annual			●
	High Performance	Occupant Amenities	Initial submission and when upgrades occur			●
		Electric Vehicle Charging	Initial submission and when upgrades occur			●

Initial Year

Performance level	Requirement	Subheading	Pathway	Pathway type	Can be targeted at	Question	Response type
Credit Achievement	Changing Facilities	Existing changing facilities	A1		Individual Buildings	Enter the number of showers provided.	Numerical input
			A2			Demonstrate that the facilities are located within easy access of the building and close to cycle parking (where provided).	Long answer (with attachment)
			A3		Individual Buildings	Enter the number of lockers	Numerical input
			A4			Demonstrate that the lockers are secure and located in the changing rooms or tenancies.	Long answer (with attachment)
		Changing facilities upgrades	B1		Individual Buildings	Where the Changing Facilities are within 90% of the required numbers, show that:	
						• A gap analysis has been done against the Changing Facilities requirements	Long answer (with attachment)
						• A process is in place to improve the existing changing facilities based on the results of the review	Long answer (with attachment)
						• There is a timeline and program to enable upgrades	Long answer (with attachment)
	Amenity and Active Transport Survey				Individual Buildings	A survey was conducted on regular building occupants to determine occupant satisfaction with existing amenities and potential improvements.	

Performance level	Requirement	Subheading	Pathway	Pathway type	Can be targeted at	Question	Response type
						• Provide evidence of the survey contents and that it is from a recognised provider or peer reviewed prior to deployment.	Long answer (with attachment)
						• Demonstrate that responses from the survey have been compiled and summarised.	Short answer (with attachment)
						• Demonstrate that actions for improvement arising from the survey have been outlined, and that it is included as part of a travel plan or amenity improvement plan.	Document reference (with attachment)
High Performance	Occupant Amenities	Bicycle Facilities			Individual Buildings	Show that the building has bicycle parking facilities based on the building occupant population.	Long answer (with attachment)
						Show that access to bicycle parking facilities is separated from primary vehicle entrance to ensure safety, secure bicycle parking is provided in accordance with AS2890.3, and a bike maintenance station is available.	Yes or No
		Recreational amenities			Individual Buildings	Show that the building provides recreational amenities that have been sized to suit all regular staff or occupants, and are free of charge to use.	Long answer (with attachment)
	Electric Vehicle Charging				Individual Buildings	Enter the number of EV charging points the building provides.	Numerical input
						Demonstrate that a needs analysis has been conducted to inform the installation of future EV charging points.	Long answer (with attachment)

Subsequent Years

Performance level	Requirement	Subheading	Pathway	Pathway type	Can be targeted at	Question	Response type
Credit Achievement	Changing Facilities				Individual Buildings	Have any of the following occurred? • Significant works to the building • You would like to voluntarily update the credit criteria	Yes or No
						If No to all of the above, this criteria will be awarded until it is required to be updated again. *If Yes to any of the above, Initial Year questions/pathway will appear pre-populated with information from last update, and you'll need to resubmit for assessment.*	
	Amenity and Active Transport Survey				Individual Buildings	*This is an annual requirement – refer to Initial Year questions.*	
High Performance	Occupant Amenities				Individual Buildings	Have any of the following occurred? • Significant works to the building • You would like to voluntarily update the credit criteria	Yes or No
						If No to all of the above, this criteria will be awarded until it is required to be updated again. *If Yes to any of the above, Initial Year questions/pathway will appear pre-populated with information from last update, and you'll need to resubmit for assessment.*	

Performance level	Requirement	Subheading	Pathway	Pathway type	Can be targeted at	Question	Response type
	Electric Vehicle Charging				Individual Buildings	Have any of the following occurred? • Significant works to the building • You would like to voluntarily update the credit criteria *If No to all of the above, this criteria will be awarded until it is required to be updated again.* *If Yes to any of the above, Initial Year questions/pathway will appear pre-populated with information from last update, and you'll need to resubmit for assessment.*	Yes or No

27. Enjoyable Places

Credit	Performance Level	Criterion	Submission Frequency	Evidence can be submitted as follows:		
				Portfolio	Multiple Buildings	Individual Buildings
Enjoyable Places	Credit Achievement & High Performance	Active Places Plan	Annual progress report, with review at least every 3 years			●
	Credit Achievement & High Performance	Publicly Accessible Spaces	At least every 3 years			●

Initial year

Performance level	Requirement	Subheading	Pathway	Pathway type	Can be targeted at	Question	Response type
Credit Achievement	Active Places Plan				Individual buildings	A strategy has been developed to activate communal or public areas in and around buildings. Provide the strategy and reference where the strategy addresses the following:	Yes or No (with attachment)
						• The target participants of the activation activities	Document reference
						• How the activation will be funded and managed for during the ongoing operations of the building	Document reference
						• Estimated timing of activation	Document reference
						• Suppliers, facilitators, or initiators of placemaking activation activity commencement	Document reference
						• How the building occupants and the wider community will be encouraged to initiate activations	Document reference
						• How tenants can contribute and participate	Document reference
						• Process for participants to provide feedback on activation activities	Document reference
						• Assign roles and responsibilities for implementation of the strategy, including evaluation and monitoring	Document reference
Credit Achievement	Publicly Accessible Spaces				Individual buildings	Enter the project's building type.	Short answer
						Enter the building's size (m^2)	Numerical input

Performance level	Requirement	Subheading	Pathway	Pathway type	Can be targeted at	Question	Response type
						Enter the area of the communal space provided and show how it satisfies the communal space requirements.	Long answer (with attachment)
						Describe how the space meets all the following requirements: • Accommodates community-based activities • Has capacity and flexibility to operate in multiple modes of usage • The space is relevant for local people (demographics, social profile, current needs) • The space has been designed for enjoyment • Is available to the community to use for free and is publicly accessible	Long answer
High Performance	Active Places Plan				Individual buildings	A strategy has been developed to activate communal or public areas in and around buildings. Provide the strategy and reference where the strategy addresses the following:	Yes or No (with attachment)
						• The target participants of the activation activities	Document reference
						• How the activation will be funded and managed for during the ongoing operations of the building	Document reference
						• Estimated timing of activation	Document reference
						• Suppliers, facilitators, or initiators of placemaking activation activity commencement	Document reference
						• How the building occupants and the wider community will be encouraged to initiate activations	Document reference
						• How tenants can contribute and participate	Document reference
						• Process for participants to provide feedback on activation activities	Document reference
						• Assign roles and responsibilities for implementation of the strategy, including evaluation and monitoring	Document reference
High Performance	Publicly Accessible Spaces				Individual buildings	Enter the project's building type.	Short answer
						Enter the building's size (m^2)	Numerical input
						Enter the area of the communal space provided and show how it satisfies the communal space requirements.	Long answer (with attachment)

Performance level	Requirement	Subheading	Pathway	Pathway type	Can be targeted at	Question	Response type
						Describe how the space meets all the following requirements: • Accommodates community-based activities • Has capacity and flexibility to operate in multiple modes of usage • The space is relevant for local people (demographics, social profile, current needs) • The space has been designed for enjoyment • Is available to the community to use for free and is publicly accessible	Long answer

Subsequent years

Performance level	Requirement	Subheading	Pathway	Pathway type	Can be targeted at	Question	Response type
Credit Achievement	Active Places Plan				Individual buildings	Have any of the following occurred? • Significant works to the building • Change in organisation or team managing the building • You would like to voluntarily update the credit criteria	Yes or No
						If No to all of the above, this criteria will be awarded until it is required to be updated again. *If Yes to any of the above, Initial Year questions/pathway will appear pre-populated with information from last update, and you'll need to resubmit for assessment.*	
		Annual Report				Provide a short report to report progress against the plan.	Long answer (with attachment)
Credit Achievement	Publicly Accessible Spaces				Individual buildings	Have any of the following occurred? • Significant works to the building • You would like to voluntarily update the credit criteria	Yes or No
						If No to all of the above, this criteria will be awarded until it is required to be updated again. *If Yes to any of the above, Initial Year questions/pathway will appear pre-populated with information from last update, and you'll need to resubmit for assessment.*	
High Performance	Active Places Plan				Individual buildings	Have any of the following occurred? • Significant works to the building • Change in organisation or team managing the building • You would like to voluntarily update the credit criteria	Yes or No
						If No to all of the above, this criteria will be awarded until it is required to be updated again. *If Yes to any of the above, Initial Year questions/pathway will appear pre-populated with information from last update, and you'll need to resubmit for assessment.*	
		Annual Report				Provide a short report to report progress against the plan.	Long answer (with attachment)

Performance level	Requirement	Subheading	Pathway	Pathway type	Can be targeted at	Question	Response type
High Performance	Publicly Accessible Spaces				Individual buildings	Have any of the following occurred? • Significant works to the building • Change in organisation or team managing the building • You would like to voluntarily update the credit criteria *If No to all of the above, this criteria will be awarded until it is required to be updated again.* *If Yes to any of the above, Initial Year questions/pathway will appear pre-populated with information from last update, and you'll need to resubmit for assessment.*	Yes or No

28. Culture, Heritage, and Identity

Credit	Performance Level	Criterion	Submission Frequency	Evidence can be submitted as follows:		
				Portfolio	Multiple Buildings	Individual Buildings
Culture, Heritage, and Identity	Credit Achievement	Cultural Plan	Annual progress report, with review at least every 3 years			●

Initial Year

Performance level	Requirement	Subheading	Pathway	Pathway type	Can be targeted at	Question	Response type
Credit Achievement	Cultural Plan				Individual Buildings	Demonstrate a strategy has been developed to embed local culture into the ongoing operations and refurbishment of the building. Upload the strategy and reference where the following can be found:	Short answer (with attachment)
						• Local analysis to identify culture, heritage, and identity unique to the building site and area	Document reference
						• Process to review and embed local culture and heritage into any development activities undertaken in the building	Document reference
						• At least two partnerships with local cultural and heritage groups	Document reference
						• Roles and responsibilities for implementation of the strategy, including evaluation and monitoring	Document reference
						• At least three distinct activities have been conducted that will promote cultural engagement between the building occupants and the wider community in line with the below community engagement requirements.	Document reference

Subsequent Years

Performance level	Requirement	Subheading	Pathway	Pathway type	Can be targeted at	Question	Response type
Credit Achievement	Cultural Plan	DECLARATION				Have any of the following occurred? • Significant works to the building that impact the plan • Change in organisation or team managing the building • The project team would like to voluntarily update the credit criteria	Yes or No
						If No to all of the above, this criteria will be awarded until it is required to be updated again. *If Yes to any of the above, Initial Year questions/pathway will appear pre-populated with information from last update, and you'll need to resubmit for assessment.*	
		Annual report				Provide a short report to report progress against the plan.	Long answer (with attachment)

29. Amenity Diversity

Credit	Performance Level	Criterion	Submission Frequency	Evidence can be submitted as follows:		
				Portfolio	Multiple Buildings	Individual Buildings
Amenity Diversity	Credit Achievement	Diversity of Amenities	At least every 3 years			●

Initial Year

Performance level	Requirement	Subheading	Pathway	Pathway type	Can be targeted at	Question	Response type
Credit Achievement	Diversity of Amenities	Proximity to amenities	A1	Either/or	Individual Buildings	Demonstrate that at least 10 amenities across five categories are within 400m of the building.	Long answer (with attachment)
			A2			Demonstrate how building occupants have been made aware of the amenities available, such as through advertising or signage on digital screens, or included in the Building User Guide.	Long answer (with attachment)
		Sector pathway – retail buildings	B1	Either/or	Individual buildings	Is the project a shopping centre with more than 5 retail tenancies?	Yes or No
			B2			If yes to the above, demonstrate that there is safe access to the retail tenancies on either foot or cycle.	Long answer (with attachment)
		Sector pathway – industrial or regional areas	C1	Either/or	Individual buildings	Demonstrate that at least 10 amenities across three categories are within 800m of the building.	Long answer (with attachment)
			C2			Demonstrate how building occupants have been made aware of the amenities available, such as through advertising or signage on digital screens, or included in the Building User Guide.	Long answer (with attachment)

Subsequent years

Performance level	Requirement	Subheading	Pathway	Pathway type	Can be targeted at	Question	Response type
Credit Achievement	Diversity of Amenities	Proximity to amenities	A	Either/or	Individual Buildings	Have any of the following occurred? • Works have occurred that affect the diversity of amenities • You would like to voluntarily update the credit criteria	Yes or No
						If No to all of the above, this criteria will be awarded until it is required to be updated again. *If Yes to any of the above, Initial Year questions/pathway will appear pre-populated with information from last update, and you'll need to resubmit for assessment.*	
		Sector pathway – retail buildings	B	Either/or	Individual buildings	Have any of the following occurred? • Works have occurred that affect the diversity of amenities • You would like to voluntarily update the credit criteria	Yes or No

Performance level	Requirement	Subheading	Pathway	Pathway type	Can be targeted at	Question	Response type
						If No to all of the above, this criteria will be awarded until it is required to be updated again. *If Yes to any of the above, Initial Year questions/pathway will appear pre-populated with information from last update, and you'll need to resubmit for assessment.*	
		Sector pathway – industrial or regional areas		Either/or	Individual buildings	Have any of the following occurred? • Works have occurred that affect the diversity of amenities • You would like to voluntarily update the credit criteria	Yes or No
						If No to all of the above, this criteria will be awarded until it is required to be updated again. *If Yes to any of the above, Initial Year questions/pathway will appear pre-populated with information from last update, and you'll need to resubmit for assessment.*	

People

30. Indigenous Inclusion

Credit	Performance Level	Criterion	Submission Frequency	Evidence can be submitted as follows:		
				Portfolio	Multiple Buildings	Individual Buildings
Indigenous Inclusion	Credit Achievement	Reconciliation Action Plan	Annual	●	●	●
	High Performance	RAP Implementation	Annual			●
		Indigenous Connection and Awareness	Annual progress report, with review at least every 3 years			●

Initial year

Performance level	Requirement	Subheading	Pathway	Pathway type	Can be targeted at	Question	Response type
Credit Achievement	Reconciliation Action Plan (RAP)				Portfolio	Demonstrate that a Reflect or Innovate Reconciliation Action Plan (RAP), as defined and endorsed by Reconciliation Australia, is in place for the building or portfolio and reference where it meets the following	Long answer (with attachment)
						• A valid Reflect RAP is in place where the RAP has been in place for less than 24 months	Document reference
						• A valid Innovate RAP or higher is in place where the RAP has been in place for more than 24 months	Document reference
						• RAP targets have been met according to the timeline outlined in the RAP	Document reference
						• Demonstrate a structure is in place to deliver the plan including a RAP Working Group, with a RAP Coordinator as part of the Working Group, comprising Indigenous and non-Indigenous staff members from all business areas. Operational and facility management must be represented on this group	Document reference
						• Public reporting has been undertaken to Reconciliation Australia (or equivalent body) and in the organisation's Annual Report or website to report on tangible achievements towards reconciliation goals	Document reference
						• Where there is an organisation RAP, operational elements and goals of the individual building are in line with organisational RAP commitments.	Long answer (with attachment)
High Performance	RAP Implementation		A	Either/Or	Individual Buildings	Evidence that a Stretch RAP or higher is in place across the portfolio or building and actions are being implemented at a building level. Show that on-site engagement, outcomes and/or activities that promote an understanding of local Indigenous culture have occurred, and address awareness of at least two of the topics listed in the submission guidelines.	Long answer (with attachment)
			A1			Evidence that demonstrates how the activities and outcomes have been designed to acknowledge and recognise the Indigenous culture and cultural values of the site (base on consultation with local Indigenous groups)	Long answer (with attachment)

Performance level	Requirement	Subheading	Pathway	Pathway type	Can be targeted at	Question	Response type
			A2			Evidence that demonstrates how information on the RAP and associated activities were made available to building occupants	Long answer (with attachment)
High Performance	Indigenous Connection and Awareness		B	Either/Or	Individual Buildings	Is the building pursuing the Credit Achievement requirement to have an organisational RAP in place?	Yes or No
		Engagement	B1			Demonstrate that the Australian Indigenous Design Charter guiding principles are incorporated in the building operations, and that the following four principles adapted from the Australian Indigenous Design Charter have been addressed:	Long answer (with attachment)
						• Indigenous Led	Document reference
						• Community Specific	Document reference
						• Impact of Design	Document reference
						• Shared Knowledge (collaboration, co-creation, procurement)	Document reference
		Plan	B2			Show that based on engagement, a plan has been developed to promote an understanding of local Indigenous culture through Indigenous engagement and inclusion activities. Reference where the plan includes:	Long answer (with attachment)
						• How local Aboriginal and Torres Strait Islander people have been engaged to help develop meaningful engagement outcomes	Document reference
						• How the activities and outcomes have been designed to acknowledge and recognise the Indigenous culture of the site	Document reference
						• How information on the reconciliation and cultural values of the site will be made available to the public, visitors, and building tenants	Document reference
						• Roles and responsibilities for implementation of the plan, including evaluation and monitoring	Document reference

Subsequent years

Performance level	Requirement	Subheading	Pathway	Pathway type	Can be targeted at	Question	Response type
Credit Achievement	Reconciliation Action Plan (RAP)				Portfolio	*This is an annual requirement – refer to Initial Year questions.*	
High Performance	RAP Implementation				Individual buildings	*This is an annual requirement – refer to Initial Year questions.*	

Performance level	Requirement	Subheading	Pathway	Pathway type	Can be targeted at	Question	Response type
High Performance	Indigenous Connection and Awareness				Individual Buildings	Have any of the following occurred? • Significant works occur to the building that impact the plan • There is a change in organisation or team managing the building, or • There is a change in anchor tenants or more than 50% turnover in tenants • You would like to voluntarily update the credit criteria	Yes or No
						If No to all of the above, this criteria will be awarded until it is required to be updated again. *If Yes to any of the above, Initial Year questions/pathway will appear pre-populated with information from last update, and you'll need to resubmit for assessment*	
		Annual Report				Provide a short report to report on the progress of the plan.	Long answer (with attachment)

31. Procurement and Economic Inclusion

Credit	Performance Level	Criterion	Submission Frequency	Evidence can be submitted as follows:		
				Portfolio	Multiple Buildings	Individual Buildings
Procurement and Economic Inclusion	Credit Achievement	Social Procurement Plan	Annual progress report, with review at least every 3 years	●	●	●
		Initiatives	Annual	●	●	●

Initial year

Performance level	Requirement	Subheading	Pathway	Pathway type	Can be targeted at	Question	Response type
Credit Achievement	Social Procurement Plan				Portfolio	Demonstrate that a Social Procurement Plan has been developed and implemented on the building's operations to generate employment opportunities. Reference where the plan includes the following:	Long answer (with attachment)
						• A description social procurement and workforce objectives, needs, and targets	Document reference
						• Identification of the target disadvantaged and under-represented groups	Document reference
						• Descriptions of the roles and responsibilities in the implementation of the plan, including evaluation and monitoring of social procurement and workforce targets and contracts	Document reference
						• A combination of at least four distinct initiatives of employment strategies, procurement partnerships, or economic support each year that generates economic development and employment opportunities in line with the Initiatives requirements	Document reference
						• A process to evaluate the effectiveness of the initiatives implemented each year	Document reference
						• Monitoring and annual review requirements for the building owner	Document reference
						• Timeframe of implementation	Document reference
Credit Achievement	Initiatives					Describe the initiatives implemented and how they provided opportunities to facilitate economic development and workforce participation for disadvantaged and under-represented groups:	Long answer (with attachment)
		Employment strategies				Have direct or indirect employment strategies been implemented?	Long answer (with attachment)
		Procurement partnerships				Have goods been procured from social enterprises or organisations that allocate a portion of their workforce to disadvantaged and under-represented groups?	Long answer (with attachment)
		Economic support				Has economic support been provided through any of the following? • Priority and discount leasing for social enterprises or disadvantaged and under-represented groups	Long answer (with attachment)

Performance level	Requirement	Subheading	Pathway	Pathway type	Can be targeted at	Question	Response type
						• Leasing or casual use of space at no cost for social enterprises • Providing pro bono services such as marketing, accounting, or other business services to assist social enterprises	

Subsequent years

Performance level	Requirement	Subheading	Pathway	Pathway type	Can be targeted at	Question	Response type
Credit Achievement	Social Procurement Plan				Portfolio	Have any of the following occurred? • Significant works to the building that impact the plan • Change in organisation or team managing the building • Change in ownership • You would like to voluntarily update the credit criteria	Yes or No
						If No to all of the above, this criteria will be awarded until it is required to be updated again. *If Yes to any of the above, Initial Year questions/pathway will appear pre-populated with information from last update, and you'll need to resubmit for assessment*	
		Annual Report			Portfolio	Provide a short report to show progress against the plan.	Long answer (with attachment)
Credit Achievement	Initiatives				Portfolio	*This is an annual requirement – refer to Initial Year questions.*	

32. Inclusive Buildings

Credit	Performance Level	Criterion	Submission Frequency	Evidence can be submitted as follows:		
				Portfolio	Multiple Buildings	Individual Buildings
Inclusive Buildings	Credit Achievement	Accessibility Upgrades	Annual progress report, with review at least every 6 years			●
	High Performance	Inclusivity Plan	Annual progress report, with review at least every 3 years			●
		Inclusivity Review Framework	At least every 6 years			●
	Exceptional Performance	Community Engagement	At least every 3 years			●

Initial year

Performance level	Requirement	Subheading	Pathway	Pathway type	Can be targeted at	Question	Response type
Credit Achievement	Accessibility Upgrades	Accessibility review			Individual buildings	Demonstrate a review of the building's access and mobility against *AS 1428.1:2021* has been undertaken and a capital works plan has been developed to upgrade accessibility to meet the requirements as per *AS 1428.1:2021* where the building's access and mobility are not in line with the standard. Upload the review and reference where the following occurs:	Yes or No (with attachment)
						• Gaps in the building's accessibility against AS 1428.1:2021	Document reference
						• Capital works plan to upgrade the building	Document reference
						• Roles, responsibilities, and timeframe for implementation	Document reference
						• Process for updating the plan against any newer version of AS 1428.1	Document reference
						Does the outcome of the review demonstrate that the building's access and mobility are in line with AS1428.1 2021? *If yes to this question, the Assessor will have the option to award the whole of Credit Achievement as compliant upon assessment.* *If no, the option to award Credit Achievement as compliant is also dependent on the Accessibility plan section below.*	Yes or No
		Accessibility plan			Individual buildings	Demonstrate there is a capital works plan in place and the upgrades works are being undertaken. Upload the capital works plan and reference where the below can be found:	Yes or No (with attachment)
						• Clear timeframes and budget for the capital works plan	Document reference
						• Annual reporting of the progress of the capital works plan	Document reference

Performance level	Requirement	Subheading	Pathway	Pathway type	Can be targeted at	Question	Response type
High Performance	Inclusivity Plan				Individual buildings	Demonstrate that a plan has been developed to provide equal access to the building, diverse wayfinding, and inclusivity. Reference in the Plan where the following can be found:	Long answer (with attachment)
						• Review of the building's existing equal access, wayfinding, and inclusivity initiatives and identified areas for improvement beyond code compliance	Document reference
						• Activities have been conducted to promote awareness and inclusivity	Document reference
						• Training has been conducted for building operations and facilities management team on features that enable inclusivity, how to maintain them properly and how to respectfully work with all stakeholders to assist them on their needs	Document reference
						• Management of emergency situations for a diverse population	Document reference
						• Process for responding to maintenance issues	Document reference
						• Process for maintaining the building's existing equal access, wayfinding, and inclusivity initiatives as needed	Document reference
	Inclusivity Review Framework				Individual buildings	Demonstrate an inclusivity review framework for equal access to the building, diverse wayfinding, and inclusivity has been developed, that will be triggered when building upgrades take place.	Long answer (with attachment)
Exceptional Performance	Community Engagement	Community Engagement			Individual buildings	Demonstrate that engagement with groups with lived experience in the community and building occupant population has been conducted to identify potential opportunities for enhanced inclusion and universal access within the building according to occupant needs. Explain how the following requirements have been met:	Long answer (with attachment)
						• The operations team has consulted with distinct community groups to develop an inclusivity needs analysis that will influence the building's inclusivity plan.	Long answer
						• Community engagement has included a balanced cross-section of representation of the target group and relevant to the individual building	Long answer
						• The engagement process has generated a report that is then used to influence the inclusivity features of the building through the inclusion plan	Long answer
						• The site-specific needs of the target groups consulted during community engagement has been addressed by identifying and prioritising opportunities for enhancement.	Long answer

Subsequent years

Performance level	Requirement	Subheading	Pathway	Pathway type	Can be targeted at	Question	Response type
Credit Achievement	Accessibility Upgrades	Accessibility review			Individual Buildings	Have any of the following occurred? • Significant works occur to the building that impact compliance with AS1482.1:2021 • There is an update to AS1428.1 • There is a change in in organisation or team managing the plan. • You would like to voluntarily update the credit criteria	Yes or No

Performance level	Requirement	Subheading	Pathway	Pathway type	Can be targeted at	Question	Response type
						If No to all of the above, this criteria will be awarded until it is required to be updated again. *If Yes to any of the above, Initial Year questions/pathway will appear pre-populated with information from last update, and you'll need to resubmit for assessment*	
		Accessibility plan			Individual Buildings	Provide a short report on the progress of the plan.	Long answer (with attachment)
High Performance	Inclusion Plan				Individual Buildings	Have any of the following occurred? • There is a change in in organisation or team managing the plan. • You would like to voluntarily update the credit criteria	Yes or No
						If No to all of the above, this criteria will be awarded until it is required to be updated again. *If Yes to any of the above, Initial Year questions/pathway will appear pre-populated with information from last update, and you'll need to resubmit for assessment*	
Exceptional Performance	Community Engagement				Individual Buildings	Have any of the following occurred? • Significant works occur to the building • There is a change in in organisation or team managing the plan. • You would like to voluntarily update the credit criteria	Yes or No
						If No to all of the above, this criteria will be awarded until it is required to be updated again. *If Yes to any of the above, Initial Year questions/pathway will appear pre-populated with information from last update, and you'll need to resubmit for assessment*	

33. Privacy

Credit	Performance Level	Criterion	Submission Frequency	Evidence can be submitted as follows:		
				Portfolio	Multiple Buildings	Individual Buildings
Privacy	Credit Achievement	Privacy Impact Assessment	At least every 3 years	●	●	●
		Privacy by Design Framework	At least every 6 years	●	●	●
		Ongoing Privacy	At least every 3 years	●	●	●
	High Performance	Transparency Of Personal Information Practices	At least every 3 years	●	●	●
		Access of Personal Information	At least every 3 years	●	●	●

Initial year

Performance level	Requirement	Subheading	Pathway	Pathway type	Can be targeted at	Question	Response type
Credit Achievement	Privacy Impact Assessment				Portfolio	Demonstrate that a Privacy Impact Assessment has been conducted, and reference where the assessment addresses the following:	Long answer (with attachment)
						• Identify stakeholders that may be impacted as a result of the collection or handling of personal information, including where personal information is collected manually or via technologies/ machines	Document reference
						• Identify and assess the privacy risks to those stakeholders, and	Document reference
						• Address measures in place to remove or reduce those impacts.	Document reference
Credit Achievement	Privacy by Design Framework				Portfolio	Demonstrate how the 'Privacy by Design' framework has been embedded in the policy to embed privacy into procurement, installation, and operation of smart building technologies.	Long answer (with attachment)
Credit Achievement	Ongoing Privacy	Procurement and installation			Portfolio	Demonstrate that the procurement and installation of new smart building technologies embeds privacy considerations at the outset, in line with the Privacy by Design Framework.	Long answer (with attachment)
		Building operations and management			Portfolio	Demonstrate a process has been developed and implemented to handle building operations and management privacy in line with the Privacy by Design Framework.	Long answer (with attachment)
High Performance	Transparency of Personal Information Practices				Portfolio	Demonstrate how building management is open and transparent about personal information handling practices, including where technologies or systems collect, process, manage, and dispose of personal information.	Long answer (with attachment)
High Performance	Access of personal information				Portfolio	Show that a process is in place for individuals to access and correct their personal information held, where the information is incorrect, incomplete or out of date, having regard to the purpose of that information. Individuals should also be able to delete their own personal information.	Long answer (with attachment)

Subsequent years

Performance level	Requirement	Subheading	Pathway	Pathway type	Can be targeted at	Question	Response type
Credit Achievement	Privacy Impact Assessment				Portfolio	Have any of the following occurred? • Change in organisation managing the building • Significant works to the building • You would like to voluntarily update the credit criteria *If No to all of the above, this criteria will be awarded until it is required to be updated again.* *If Yes to any of the above, Initial Year questions/pathway will appear pre-populated with information from last update, and you'll need to resubmit for assessment.*	Yes or No
	Privacy by Design Framework				Portfolio	Have any of the following occurred? • Change in organisation managing the building • Significant works to the building • You would like to voluntarily update the credit criteria *If No to all of the above, this criteria will be awarded until it is required to be updated again.* *If Yes to any of the above, Initial Year questions/pathway will appear pre-populated with information from last update, and you'll need to resubmit for assessment.*	Yes or No
	Ongoing Privacy				Portfolio	Have any of the following occurred? • Change in organisation managing the building • There is a change in anchor tenants or more than 50% turnover in tenants • You would like to voluntarily update the credit criteria *If No to all of the above, this criteria will be awarded until it is required to be updated again.* *If Yes to any of the above, Initial Year questions/pathway will appear pre-populated with information from last update, and you'll need to resubmit for assessment.*	Yes or No
High Performance	Transparency of Personal Information Practices				Portfolio	Have any of the following occurred? • Change in organisation or team managing the building • You would like to voluntarily update the credit criteria *If No to all of the above, this criteria will be awarded until it is required to be updated again.* *If Yes to any of the above, Initial Year questions/pathway will appear pre-populated with information from last update, and you'll need to resubmit for assessment.*	Yes or No
	Access of Personal Information				Portfolio	Have any of the following occurred? • Change in organisation or team managing the building • There is a change in anchor tenants or more than 50% turnover in tenants • You would like to voluntarily update the credit criteria *If No to all of the above, this criteria will be awarded until it is required to be updated again.* *If Yes to any of the above, Initial Year questions/pathway will appear pre-populated with information from last update, and you'll need to resubmit for assessment.*	Yes or No

Nature

34. Impacts to Nature

Credit	Performance Level	Criterion	Submission Frequency	Evidence can be submitted as follows:		
				Portfolio	Multiple Buildings	Individual Buildings
Impacts to Nature	Credit Achievement & High Performance	Ecological Report	At least every 6 years		●	●
		Light Pollution	At least every 6 years		●	●

Initial year

Performance level	Requirement	Subheading	Pathway	Pathway type	Can be targeted at	Question	Response type
Credit Achievement	Ecological Report	Ecological Impact Assessment			Multiple Buildings	Demonstrate an assessment has been conducted to: • Understand the site's ecological context • Identify if there is potential for future ecological improvements • Identify potential and current impacts the building has on surround nature and ecological communities • Indicate whether the assessment has considered the following, and where:	Long answer (with attachment)
						• Terrestrial and aquatic ecological values, geologic features and soils (including interaction with living things). When determining biodiversity value, the building has referenced local, regional, state, and national priorities and strategies.	Yes or No (with attachment)
						• Light, noise, odour, and other pollution generated by the building and mitigation measures	Yes or No (with attachment)
						• Habitat disturbance and connectivity (deemed met if Biodiversity Enhancement credit is achieved)	Yes or No (with attachment)
						• On-site and downstream water quality (deemed met if the Waterway Protection credit is achieved)	Yes or No (with attachment)
						• Migratory paths of insects, birds, or other species	Yes or No (with attachment)
						• At least two local issues appropriate to the building site (e.g., pest management, invasive species, and groundwater)	Yes or No (with attachment)
		Ecological Value process				Show how the assessment includes a process for how existing site ecological value will be retained during any construction or development works.	Long answer (with attachment)
Credit Achievement	Light Pollution	Light Pollution to neighbouring bodies			Multiple Buildings	Show how the building's outdoor lighting complies with AS/NZS 4282:2019 Control of the obtrusive effects of outdoor lighting.	Long answer (with attachment)

Performance level	Requirement	Subheading	Pathway	Pathway type	Can be targeted at	Question	Response type
						Demonstrate how the values from Table 2.1 of AS/NZS 4282:2019 have been applied.	Long answer (with attachment)
						Show how the system complies with both pre- and post-curfew requirements.	Long answer (with attachment)
		Light Pollution to night sky		And/or	Multiple Buildings	Explain how specified reductions in light pollution have been achieved using one or a combination of the following approaches.	Document reference (with attachment)
			A	And/or	Multiple Buildings	Demonstrate that either: • No external luminaire on the project has a ULOR that exceeds 5%, relative to its actual mounted orientation. Project teams must demonstrate that the ULOR provided or calculated in the documentation, is relevant to the as-installed orientation of the luminaire. • There are no lights or light fixtures of any type illuminating the facade of the building, and there is no glazed atrium	Long answer (with attachment)
			B	And/or	Multiple Buildings	Demonstrate that direct illuminance from external luminaires on the project produces a maximum initial point illuminance value no greater than: • 0.5 Lux to the site boundary; and • 0.1 Lux to 4.5 metres beyond the site into the night sky, when modelled using a calculation plane set at the highest point of the building	Long answer (with attachment)
High Performance	Ecological Report	Ecological Impact Assessment			Multiple Buildings	Demonstrate an assessment has been conducted to: • Understand the site's ecological context • Identify if there is potential for future ecological improvements • Identify potential and current impacts the building has on surround nature and ecological communities Indicate whether the assessment has considered the following, and where:	Long answer (with attachment)
						• Terrestrial and aquatic ecological values, geologic features and soils (including interaction with living things). When determining biodiversity value, the building has referenced local, regional, state, and national priorities and strategies.	Yes or No (with attachment)
						• Light, noise, odour, and other pollution generated by the building and mitigation measures	Yes or No (with attachment)
						• Habitat disturbance and connectivity (deemed met if Biodiversity Enhancement credit is achieved)	Yes or No (with attachment)
						• On-site and downstream water quality (deemed met if the Waterway Protection credit is achieved)	Yes or No (with attachment)
						• Migratory paths of insects, birds, or other species	Yes or No (with attachment)
						• At least two local issues appropriate to the building site (e.g., pest management, invasive species, and groundwater)	Yes or No (with attachment)
		Ecological Value process				Show how the assessment includes a process for how existing site ecological value will be retained during any construction or development works.	Long answer (with attachment)

Performance level	Requirement	Subheading	Pathway	Pathway type	Can be targeted at	Question	Response type
High Performance	Light Pollution	Light Pollution to neighbouring bodies			Multiple Buildings	Show how the building's outdoor lighting complies with AS/NZS 4282:2019 Control of the obtrusive effects of outdoor lighting.	Long answer (with attachment)
						• Demonstrate how the values from Table 2.1 of AS/NZS 4282:2019 have been applied.	Long answer (with attachment)
						• Show how the system complies with both pre- and post-curfew requirements.	Long answer (with attachment)
		Light Pollution to night sky		And/or	Multiple Buildings	• Explain how specified reductions in light pollution have been achieved using one or a combination of the following approaches.	Document reference (with attachment)
			A	And/or	Multiple Buildings	Demonstrate that either: • No external luminaire on the project has a ULOR that exceeds 5%, relative to its actual mounted orientation. Project teams must demonstrate that the ULOR provided or calculated in the documentation, is relevant to the as-installed orientation of the luminaire. • There are no lights or light fixtures of any type illuminating the facade of the building, and there is no glazed atrium	Long answer (with attachment)
			B	And/or	Multiple Buildings	Demonstrate that direct illuminance from external luminaires on the project produces a maximum initial point illuminance value no greater than: • 0.5 Lux to the site boundary; and • 0.1 Lux to 4.5 metres beyond the site into the night sky, when modelled using a calculation plane set at the highest point of the building	Long answer (with attachment)

Subsequent years

Performance level	Requirement	Subheading	Pathway	Pathway type	Can be targeted at	Question	Response type
Credit Achievement	Ecological Report				Multiple Buildings	Have any of the following occurred? • Significant works have occurred to the building • Change in organisation managing the building • A turnover of tenant(s) in fitouts that have an impact on external lighting • You would like to voluntarily update the credit criteria	Yes or No
						If No to all of the above, this criteria will be awarded until it is required to be updated again. *If Yes to any of the above, Initial Year questions/pathway will appear pre-populated with information from last update, and you'll need to resubmit for assessment.*	
Credit Achievement	Light Pollution				Multiple Buildings	Have any of the following occurred? • Significant works have occurred to the building • Change in organisation managing the building • A turnover of tenant(s) in fitouts that have an impact on external lighting • You would like to voluntarily update the credit criteria	Yes or No
						If No to all of the above, this criteria will be awarded until it is required to be updated again.	

Performance level	Requirement	Subheading	Pathway	Pathway type	Can be targeted at	Question	Response type
						If Yes to any of the above, Initial Year questions/pathway will appear pre-populated with information from last update, and you'll need to resubmit for assessment.	

35. Biodiversity Enhancement

Credit	Performance Level	Criterion	Submission Frequency	Evidence can be submitted as follows:		
				Portfolio	Multiple Buildings	Individual Buildings
Biodiversity Enhancement	Credit Achievement	Biodiversity Management Policy	At least every 6 years		●	●
	High Performance & Exceptional Performance	Biodiversity Enhancement Plan	At least every 3 years		●	●
		Biodiversity On Site	At least every 6 years		●	●

Initial year

Performance level	Requirement	Subheading	Pathway	Pathway type	Can be targeted at	Question	Response type
Credit Achievement	Biodiversity Management Policy				Multiple Buildings	Demonstrate a policy has been developed on biodiversity enhancement and is in place for the building or portfolio. Reference where the policy addresses:	Long answer (with attachment)
						• Key goals and objectives of the policy.	Document reference
						• Scope of biodiversity enhancement management policy.	Document reference
						• A way to measure, manage and improve the existing ecological or biodiversity value of the building site	Document reference
						• Review of existing local council frameworks for incorporating native plants, when implementing a building specific plan.	Document reference
						• Identification of local and regional threats and mitigation requirements	Document reference
						• Raising awareness among the staff, tenants and building occupants.	Document reference
						• Triggers that consider enhancement of biodiversity on site e.g., during renovation or refurbishment activities.	Document reference
						• Process to handover the policy to asset/facility managers and future asset owners.	Document reference
						• Timeframe of implementation	Document reference
						• Roles and responsibilities for implementation of the policy	Document reference

Performance level	Requirement	Subheading	Pathway	Pathway type	Can be targeted at	Question	Response type
						Demonstrate the policy is accessible by all relevant stakeholders, e.g., facilities management, service providers, tenants, etc.	Long answer (with attachment)
High Performance	Biodiversity Enhancement Plan	Landscape Area			Multiple Buildings	Show how external landscaping has been provided at a ratio of either 5% of the site area or at a ratio of 1:500 of the GFA, whichever is larger.	Long answer (with attachment)
		Plan				Demonstrate a site-specific biodiversity enhancement plan is in place for the building. Reference where following key requirements are outlined in the biodiversity enhancement plan:	Long answer (with attachment)
						• A description of the plan's objectives, needs and targets	Document reference
						• An assessment of the biodiversity baseline on and surrounding the site	Document reference
						• Process to review existing local council frameworks for incorporating indigenous plants.	Document reference
						• A description of the proposed biodiversity enhancements and how they improve on the existing baseline on and surrounding the site	Document reference
						• Minor capital works action plan to enhance biodiversity on site	Document reference
						• Process to manage pest and weeds on and surrounding the site.	Document reference
						• Process for scheduling inspections and logging maintenance required	Document reference
						• Process to address improvements and maintenance, following inspections.	Document reference
						• Process to measure success and implementation	Document reference
						• Process to mitigate impacts or threats to biodiversity on site	Document reference
						• Provision for updates of the biodiversity enhancement plan	Document reference
						• Access for building occupants to engage with landscape and nature on-site. Where the project has targeted and complies with the *Connection to Nature* credit, this can be considered met.	Document reference
						• Roles and responsibilities in the implementation of the plan	Document reference
						• Roles and responsibilities for planned minor capital works and upgrades if required	Document reference

Performance level	Requirement	Subheading	Pathway	Pathway type	Can be targeted at	Question	Response type
						• A framework for transitioning the plan in the event the building is sold.	Document reference
						Demonstrate how the plan is accessible by all relevant stakeholders, e.g., facilities management, service providers, tenants, etc.	Long answer
						Demonstrate that the plan is in place and being implemented at the time of submission.	Long answer (with attachment)
						Show that resources have been allocated to manage and enhance biodiversity on the individual building level.	Long answer (with attachment)
High Performance	Biodiversity On-site	Landscape Area			Multiple Buildings	Show that external landscape is provided at a ratio of either 5% of the site area or at a ratio of 1:500 of GFA, whichever is larger	Long answer (with attachment)
		Diversity of Species				Demonstrate an ecologist or other suitably qualified professional (e.g., horticulturalist or landscape architect) has reviewed, assessed, and provided a narrative on how the choice of landscaping and biodiversity is diverse and resilient to climate change impacts to increase longevity.	Long answer (with attachment)
						Show that landscaping and/or nature complies with the following: • Greater than 60% of plants are native • The site includes at least one significant refuge or nesting area for native fauna or insects, or equivalent habitat provision per 500m^2 of landscaped area. • No invasive species are present as per the Australian Weeds Strategy 2017 to 2027.	Long answer (with attachment)
High Performance	Biodiversity Enhancement Plan	Landscape Area			Multiple Buildings	Show how external landscaping has been provided at a ratio of either 5% of the site area or at a ratio of 1:500 of the GFA, whichever is larger.	Long answer (with attachment)
		Plan				Demonstrate a site-specific biodiversity management plan is in place for the building. Reference where following key requirements are outlined in the biodiversity management plan:	Long answer (with attachment)
						A description of the plan's objectives, needs and targets	Document reference
						An assessment of the biodiversity baseline on and surrounding the site	Document reference
						• Process to review existing local council frameworks for incorporating indigenous plants.	Document reference
						• A description of the proposed biodiversity enhancements and how they improve on the existing baseline on and surrounding the site	Document reference
						• Minor capital works action plan to enhance biodiversity on site	Document reference
						• Process to manage pest and weeds on and surrounding the site.	Document reference
						• Process for scheduling inspections and logging maintenance required	Document reference

Performance level	Requirement	Subheading	Pathway	Pathway type	Can be targeted at	Question	Response type
						• Process to address improvements and maintenance, following inspections.	Document reference
						• Process to measure success and implementation	Document reference
						• Process to mitigate impacts or threats to biodiversity on site	Document reference
						• Provision for updates of the biodiversity enhancement plan	Document reference
						• Access for building occupants to engage with landscape and nature on-site. Where the project has targeted and complies with the *Connection to Nature* credit, this can be considered met.	Document reference
						• Roles and responsibilities in the implementation of the plan	Document reference
						• Roles and responsibilities for planned minor capital works and upgrades if required	Document reference
						• A framework for transitioning the plan in the event the building is sold.	Document reference
						Demonstrate how the plan is accessible by all relevant stakeholders, e.g., facilities management, service providers, tenants, etc.	Long answer
						Demonstrate that the plan is in place and being implemented at the time of submission.	Long answer (with attachment)
						Show that resources have been allocated to manage and enhance biodiversity on the individual building level.	Long answer (with attachment)
High Performance	Biodiversity On-site	Landscape Area			Multiple Buildings	Show that external landscape is provided at a ratio of either 5% of the site area or at a ratio of 1:500 of GFA, whichever is larger	Long answer (with attachment)
		Diversity of Species				Demonstrate an ecologist or other suitably qualified professional (e.g., horticulturalist or landscape architect) has reviewed, assessed, and provided a narrative on how the choice of landscaping and biodiversity is diverse and resilient to climate change impacts to increase longevity.	Long answer (with attachment)
						Show that landscaping and/or nature complies with the following: • Greater than 60% of plants are native • The site includes at least one significant refuge or nesting area for native fauna or insects, or equivalent habitat provision per 500m^2 of landscaped area. • No invasive species are present as per the Australian Weeds Strategy 2017 to 2027.	Long answer (with attachment)

Subsequent years

Performance level	Requirement	Subheading	Pathway	Pathway type	Can be targeted at	Question	Response type
Credit Achievement	Biodiversity Management Policy				Multiple Buildings	Have any of the following occurred? • Change in organisation or team managing the building • You would like to voluntarily update the credit criteria *If No to all of the above, this criteria will be awarded until it is required to be updated again.* *If Yes to any of the above, Initial Year questions/pathway will appear pre-populated with information from last update, and you'll need to resubmit for assessment.*	Yes or No
High Performance	Biodiversity Enhancement Plan				Multiple Buildings	Have any of the following occurred? • Significant works have occurred to the building • Change in organisation or team managing the building • You would like to voluntarily update the credit criteria *If No to all of the above, this criteria will be awarded until it is required to be updated again.* *If Yes to any of the above, Initial Year questions/pathway will appear pre-populated with information from last update, and you'll need to resubmit for assessment.*	Yes or No
High Performance	Biodiversity On-site				Multiple Buildings	Have any of the following occurred? • Significant works have occurred to the building • Change in organisation or team managing the building • You would like to voluntarily update the credit criteria *If No to all of the above, this criteria will be awarded until it is required to be updated again.* *If Yes to any of the above, Initial Year questions/pathway will appear pre-populated with information from last update, and you'll need to resubmit for assessment.*	Yes or No
Exceptional Performance	Biodiversity Enhancement Plan				Multiple Buildings	Have any of the following occurred? • Significant works have occurred to the building • Change in organisation or team managing the building • You would like to voluntarily update the credit criteria *If No to all of the above, this criteria will be awarded until it is required to be updated again.* *If Yes to any of the above, Initial Year questions/pathway will appear pre-populated with information from last update, and you'll need to resubmit for assessment.*	Yes or No
Exceptional Performance	Biodiversity On-site				Multiple Buildings	Have any of the following occurred? • Significant works have occurred to the building • Change in organisation or team managing the building • You would like to voluntarily update the credit criteria *If No to all of the above, this criteria will be awarded until it is required to be updated again.* *If Yes to any of the above, Initial Year questions/pathway will appear pre-populated with information from last update, and you'll need to resubmit for assessment.*	Yes or No

36. Nature Stewardship

Credit	Performance Level	Criterion	Submission Frequency	Evidence can be submitted as follows:		
				Portfolio	Multiple Buildings	Individual Buildings
Nature Stewardship	Credit Achievement	Activities to Protect or Restore	Annual progress report, with review at least every 6 years	●	●	●
		Site Attributes	Annual	●	●	●

Initial year

Performance level	Requirement	Subheading	Pathway	Pathway type	Can be targeted at	Question	Response type
Credit Achievement	Activities to Protect or Restore	The project owner restores or protects an area themselves	A	Either/or	Portfolio	Demonstrate a restoration or protection management plan has been prepared by an experienced ecologist. Reference where the plan addresses the following:	Long answer (with attachment)
			A1			• What site was chosen and evidence of its purchase	Document reference
			A2			• Why the project chose the site, with details on ecological value	Document reference
			A3			• The extent of restoration or preservation and how it will enhance the ecological value of the site	Document reference
			A4			• Validation of the offsite restoration approach by a suitably qualified independent ecologist or similar professional	Document reference
			A5			• The timeframes for protection or restoration	Document reference
			A6			• Commitment to set-aside and manage the site land in perpetuity including on-going funding provision	Document reference
			A7			Show that there is a commitment to protecting or restoring an area for at least 25 years.	Long answer (with attachment)
		The project owner supports an organisation that restores an area on their behalf	B	Either/or	Portfolio	Provide evidence of the restoration activities provided and show it has been verified by an independent third party. Show that there is a commitment to protecting or restoring an area for at least 25 years.	Long answer (with attachment)
Credit Achievement	Site Attributes	Area of Restoration or Protection			Portfolio	Enter the GFA of the building or site area for which the credit is being claimed.	Numerical input
						Enter the GFA of the site area being restored.	Numerical input

Performance level	Requirement	Subheading	Pathway	Pathway type	Can be targeted at	Question	Response type
		Location of Restoration or Protection Activities				Show that the area of restoration is in Australia, and is not within the site boundary.	Long answer (with attachment)

Subsequent years

Performance level	Requirement	Subheading	Pathway	Pathway type	Can be targeted at	Question	Response type
Credit Achievement	Activities to Protect or Restore				Portfolio	Have any of the following occurred? • Change in ownership • You would like to voluntarily update the credit criteria	Yes or No
						If No to all of the above, this criteria will be awarded until it is required to be updated again. *If Yes to any of the above, Initial Year questions/pathway will appear pre-populated with information from last update, and you'll need to resubmit for assessment.*	
						Provide an annual report of progress on the restoration activities.	Long answer (with attachment)

37. Waterway Protection

Credit	Performance Level	Criterion	Submission Frequency	Evidence can be submitted as follows:		
				Portfolio	Multiple Buildings	Individual Buildings
Waterway Protection	Credit Achievement & High Performance	Stormwater Systems Review	At least every 3 years			●
		Stormwater Management Review	At least every 3 years			●

Initial year

Performance level	Requirement	Subheading	Pathway	Pathway type	Can be targeted at	Question	Response type
Credit Achievement	Stormwater Systems Review			Either/or	Individual buildings	Demonstrate a review has been conducted of existing on-site stormwater systems to identify and mitigate any potential pollutants leaving the site.	Long answer (with attachment)
Credit Achievement	Stormwater Management Review			Either/or	Individual buildings	A review has been conducted of the average annual volume (L), peak volume (L), and flow rate (L/s) of the stormwater leaving site and its impact to surrounding areas during rainfall events.	Long answer (with attachment)
High Performance	Stormwater Systems Review				Individual buildings	Demonstrate a review has been conducted of existing on-site stormwater systems to identify and mitigate any potential pollutants leaving the site.	Long answer (with attachment)
High Performance	Stormwater Management Review				Individual buildings	A review has been conducted of the average annual volume (L), peak volume (L), and flow rate (L/s) of the stormwater leaving site and its impact to surrounding areas during rainfall events.	Long answer (with attachment)

Subsequent years

Performance level	Requirement	Subheading	Pathway	Pathway type	Can be targeted at	Question	Response type
Credit Achievement	Stormwater Systems Review					Have any of the following occurred? • Change in organisation managing the building • There is a change to the stormwater systems on-site • You would like to voluntarily update the credit criteria	Yes or No
						If No to all of the above, this criteria will be awarded until it is required to be updated again. *If Yes to any of the above, Initial Year questions/pathway will appear pre-populated with information from last update, and you'll need to resubmit for assessment.*	
Credit Achievement	Stormwater Management Review					Have any of the following occurred? • Change in organisation managing the building • There is a change to the stormwater systems on-site • You would like to voluntarily update the credit criteria	Yes or No
						If No to all of the above, this criteria will be awarded until it is required to be updated again.	

Performance level	Requirement	Subheading	Pathway	Pathway type	Can be targeted at	Question	Response type
						If Yes to any of the above, Initial Year questions/pathway will appear pre-populated with information from last update, and you'll need to resubmit for assessment.	
High Performance	Stormwater Systems Review					Have any of the following occurred? • Change in organisation managing the building • There is a change to the stormwater systems on-site • You would like to voluntarily update the credit criteria	Yes or No
						If No to all of the above, this criteria will be awarded until it is required to be updated again. *If Yes to any of the above, Initial Year questions/pathway will appear pre-populated with information from last update, and you'll need to resubmit for assessment.*	
High Performance	Stormwater Management Review					Have any of the following occurred? • Change in organisation managing the building • There is a change to the stormwater systems on-site • You would like to voluntarily update the credit criteria	Yes or No
						If No to all of the above, this criteria will be awarded until it is required to be updated again. *If Yes to any of the above, Initial Year questions/pathway will appear pre-populated with information from last update, and you'll need to resubmit for assessment.*	

Leadership

38. Market Transformation

Credit	Criterion	Submission Frequency	Evidence can be submitted as follows:		
			Portfolio	Multiple Buildings	Individual Buildings
Market Transformation	Innovative Initiatives	Dependent on the claim	●	●	●

Initial year

Performance level	Requirement	Subheading	Pathway	Pathway type	Can be targeted at	Question	Response type
Credit Achievement	Innovative Initiatives	Claim 1			Portfolio, Multiple Buildings, or Individual Buildings	Outline the innovative technology or process that is not commonly used within Australia's building industry globally, depending on the context of the innovation claimed.	Long answer (with attachment)
						Indicate where the following scoring metrics have been met for the initiative (provide references to documentation):	
						• Control of outcome: the initiative delivers a guaranteed outcome	Document reference
						• Length of impact: the initiative delivers long-lasting impacts	Document reference
						• Scale of impact: the scale of impact is significant	Document reference
						• Transformation potential: the initiative has the potential to transform an industry or sector	Document reference
						• Value generation: the initiative can deliver benefits to both stakeholders as well as the general public	Document reference

Subsequent years

Performance level	Requirement	Subheading	Pathway	Pathway type	Can be targeted at	Question	Response type
Credit Achievement	Innovative Initiatives	Claim 1			Portfolio, Multiple Buildings, or Individual Buildings	*This is an annual requirement unless otherwise agreed upon in a technical question. Refer to Initial Year questions.*	

39. Leadership Challenges

Credit	Criterion	Submission Frequency	Evidence can be submitted as follows:		
			Portfolio	Multiple Buildings	Individual Buildings
Leadership Challenges	Dependent on GBCA release	Dependent on GBCA release	●	●	●

Initial year

Performance level	Requirement	Subheading	Pathway	Pathway type	Can be targeted at	Question	Response type
Credit Achievement	The project meets the requirements of a Leadership Challenge developed by the GBCA.				Dependent on GBCA release	As per Leadership Challenge	

Subsequent years

Performance level	Requirement	Subheading	Pathway	Pathway type	Can be targeted at	Question	Response type
Credit Achievement	The project meets the requirements of a Leadership Challenge developed by the GBCA.				Dependent on GBCA release	*This is an annual requirement unless otherwise agreed upon in a technical question or as outlined in the Leadership Challenge.*	

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Green Building Council Australia

Building a sustainable future