greenstar

Guidance on Submitting

Green Star Performance v2

Green Star Performance v2 Revision A

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Green Building Council Australia

Building a sustainable future

Guidance on submitting

Version control

Release	Date	Description
r1	23/11/2022	Initial release
r2	24/11/2022	Amendments to ‘Understanding the annual cycle’ section and other minor edits
r3	16/04/2024	Significant edits throughout for improved clarity Reorganisation of sections, and expanded explanations and graphics

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Introduction

Purpose of this document

This document provides guidance to project teams on how to target a Green Star Performance v2 rating.

This document supports the Green Star Performance v2 Submission Guidelines, by expanding upon and providing a more visual breakdown of key concepts and providing essential information regarding submission frequency and evidence approaches.

It explains what project teams need to know about Green Star Performance v2, achieving star ratings, submitting for certification, and understanding the annual cycle. It sets out what you need to know about compiling a submission, including expectations of how much evidence should be provided and how frequently credits need to be resubmitted, to allow projects to plan and prepare for their submission.

How to use this guide

The table below provides a summary of the sections of this document.

Please note, specifics of how submissions work may change based on the development of the Green Star Performance online platform. Where this is the case, the GBCA will update this guidance document.

Document section	Description
Introduction	Describes the purpose of the document and how to use it.
Key changes from Green Star - Performance v1.2	Only relevant to those familiar with Green Star Performance v1.2, which is superseded by Green Star Performance v2, to understand the changes between the rating tool version. This section explains all of the key changes from Green Star Performance v1.2: - Introduces the annual submission/certification cycle. - Explains that there is no more 'Performance Period' - Outlines how the rating tool enables simplified submissions - Explains how improvements of performance over time are recognised - Explains the clearer definition of star ratings - Explains that there is no more 'Portfolio Certification' but instead 'Portfolio Ratings and Portfolio Reporting'
About Green Star Performance v2	This section provides an essential introduction to Green Star Performance v2 and supports the Introduction section of the Green Star Performance v2 Submission Guidelines by providing a more visual breakdown of key concepts. It introduces: - Description of what Green Star Performance v2 is\ - The annual certification cycle - Using the rating tool for portfolios - The rating scale
The basic structure of Green Star Performance v2	A breakdown of the key structural components of the rating tool: - Categories - Credits - Evidence needed to demonstrate compliance - Core, Leadership and Sector Specific Credits
Important features of Green Star Performance v2	A breakdown of the important features of the rating tool: - Rating expectations - Climate Positive Rating Expectations and the Climate Positive Pathway - Submission frequency - Evidence approaches

Document section	Description
Green Star Performance v2 resources	This section consists of a list of the different types of resources that make up the Green Star Performance v2 rating tool, and where to find them.
Achieving star ratings	This section outlines the rating scale and points threshold, and visually outlines for each star rating what the mandatory credit performance levels are and suggested additional performance levels to achieve the points required for each star rating.
Submitting for certification	This section outlines the certification process and timing requirements to retain continuous certification. It also diagrammatically explains different submission scenarios, advice to project teams, and explains when different types of evidence need to occur.
Understanding the annual certification cycle	This section explains the annual submission/certification cycle and how it works. It explains the types of evidence approaches and submission frequency, and importantly includes a 'List of Evidence Approaches and Submission Frequency for each Credit Criteria'.
Appendix	This section includes: - An annotated category and credit from the Green Star Performance v2 Submission Guidelines, to describe the structure of a category and credit. - An example submission timeline of a 3 star building to show progression over time.

Feedback or questions

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

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

Key changes from Green Star - Performance v1.2

This section is only relevant to those familiar with Green Star - Performance v1.2, which is superseded by Green Star Performance v2.

Refer to the GBCA Green Star Performance web page for details on how to transition from Green Star - Performance v1.2 to Green Star Performance v2, or contact the Market Engagement team at METeam@gbca.org.au

We recommend new users of Green Star Performance skip this section and start from the About Green Star Performance v2 section.

Green Star Performance v2 not only resets the standard for buildings in operation, it has also been redesigned to consider a Portfolio First approach. When Green Star Performance was first launched, it was intended as a rating tool for individual buildings, but it soon gained traction among portfolio owners keen to benchmark their assets and demonstrate improvement and responsible management practices to investors and tenants. This added an extra dimension to how the rating tool was applied, and meant several processes had to be established retrospectively to cater for this application. In this version of the rating tool, GBCA has taken what it has learnt from portfolios and individual buildings using the rating tool to streamline the submission process.

Annual submissions

Green Star Performance v2 works on an annual certification cycle. This key change from version 1.2 acknowledges the uptake of the rating tool by portfolios, which invest and divest in assets regularly, making alignment with a portfolio-wide three-year cycle challenging. The three-year cycle was designed to work for individual assets and did not take into account a portfolio approach. Although intended to operate so that large submissions only needed be compiled once every three years, the reality was that project teams and the GBCA were doing a considerable amount of work in audit years, adding or removing assets and credits from portfolios. It also meant that unless additional assessment was conducted (at a cost to the applicant), the opportunity for projects to materially increase their points, and therefore rating, only came around once every three years.

This change also acknowledges that plans and strategies deployed across assets don't all fall into the same neat three-year pattern. The new version is designed to allow as much flexibility as possible, while also minimising the amount of documentation needed to be provided on an annual basis. The GBCA has provided information in relevant credits about the maximum time between full submissions.

Refer to the Understanding the annual certification cycle section for further information.

No more 'Performance Period'

This version of the rating tool does away with the concept of a 'performance period'. This change was made because finding alignment of Performance Periods across credits and buildings within a portfolio was restrictive and added additional administrative work to achieving a Green Star Performance rating. With the move to an annual cycle, the need for a defined performance period is made redundant. The rating tool just asks that you demonstrate an action has occurred between certifications, or that the data aligns with the previous certification.

Refer to the Documentation dates: when evidence needs to occur section for further information.

Simplified submissions

Portfolio, multiple buildings or individual buildings evidence approach

In v2, consideration has been given to allow a portfolio or multiple buildings approach to credits. This means that only one submission needs to be done for all buildings (portfolio) or a selection of buildings (multiple buildings), minimising submission and assessment time.

Refer to the Evidence approaches section for further information.

Policies and processes

There is no longer a requirement for policies and processes to have been in place for at least three months within the “Performance Period”. For v2, it just needs to be demonstrated that these policies and/or processes are in place across the relevant assets. The credits have typically been structured so that the performance level builds on the policy or process being in place and is therefore a demonstration that the policy or process is in action affecting change.

Refer to the Achieving star ratings for further information.

NABERS integration

The GBCA is working closely with NABERS to establish a link between the two databases. This will enable projects to import NABERS rating data directly to the GBCA platform and remove the need to complete reverse calculators, saving time and effort. It will also simplify the assessment process by having directly verified information from NABERS.

Less calculators and simplified baseline approaches

This version of the rating tool removes the need for so many calculators. Where calculators still exist for pathways like Energy Use and Water Use, they have been simplified to make it easier for project teams to establish baselines. These baselines will remain current for up to ten years to allow consistency in benchmarking.

Recognising performance over time

Another key change to the rating tool was to recognise that improving performance over time is a staged process. Previously, several credits would only reward you for an outcome that could take many years to implement. Credits in this new version of the tool establish clear steps towards an outcome and rewards projects for implementing and improving over time.

Refer to the Performance Levels section for further information.

A clearer definition of the star ratings

Rating expectations

In this version of the rating tool, a series of ‘Rating Expectations’ have been introduced. These are credits and points that are required to be achieved before each star rating can be awarded. It both, provides a clearer pathway through the rating tool, and establishes a level of consistency between all buildings with the same star rating, allowing asset owners to make distinct claims at an individual and portfolio level.

Refer to the Rating Expectations section for further information.

A stronger focus on carbon

With the introduction of the ‘Climate Positive Pathway’, Green Star Performance v2 is directly aimed at decarbonisation ahead of the Paris Agreement targets and in line with climate science.

Refer to the Climate Positive Rating Expectations section for further information.

About Green Star Performance v2

A rating for the management and operational performance of existing buildings

Green Star Performance v2 is a rating tool which rates the management and operational performance of any building, on an annual basis.

Buildings can achieve a rating between 1 – 6 Stars based on how well they meet the collection of requirements described in the rating tool, which aim to address an array of health, social and environmental issues, in which buildings' management and operations, or 'performance', play a role.

The rating tool is designed to help entities improve the performance of a building or portfolio of buildings over time.

It provides a framework to assist improvements in building performance, driving movement from policy, to action, to outcome, to produce meaningful improvements in how buildings operate to benefit the wellbeing of people using the buildings, and to reduce environmental impacts.

The requirements in the Green Star Performance v2 rating tool respond to global movements and initiatives such as the Paris Agreement and the United Nation's Sustainable Development Goals.

An annual certification cycle

Green Star Performance v2 works on an annual certification cycle; that is, a rating is awarded annually and expires after 12 months. The annual certification cycle enables improvements in building management and operations to be rewarded annually, and encourages progress towards achieving higher ratings over time.

To retain continuous certification, submissions will need to be made each year. To account for this, Green Star Performance v2 only requires additional information relevant to that year rather than a full submission being made each year.

Refer to the Understanding the annual certification cycle section for further information.

Use it for an individual building, or a portfolio of buildings

When Green Star Performance was first launched, it was intended as a rating tool for individual buildings, but it soon gained traction among portfolio owners keen to benchmark their assets and demonstrate improvement and responsible management practices to investors and tenants.

Green Star Performance v2 includes a feature called 'Evidence Approaches' to help streamline the certification process for portfolios or groups of buildings in cases where evidence applies to all buildings in a portfolio or group of buildings. E.g., an organisational policy that is implemented across multiple or all buildings in a portfolio.In this instance, only one submission form needs to be completed and the documentation is common to all buildings in the portfolio .

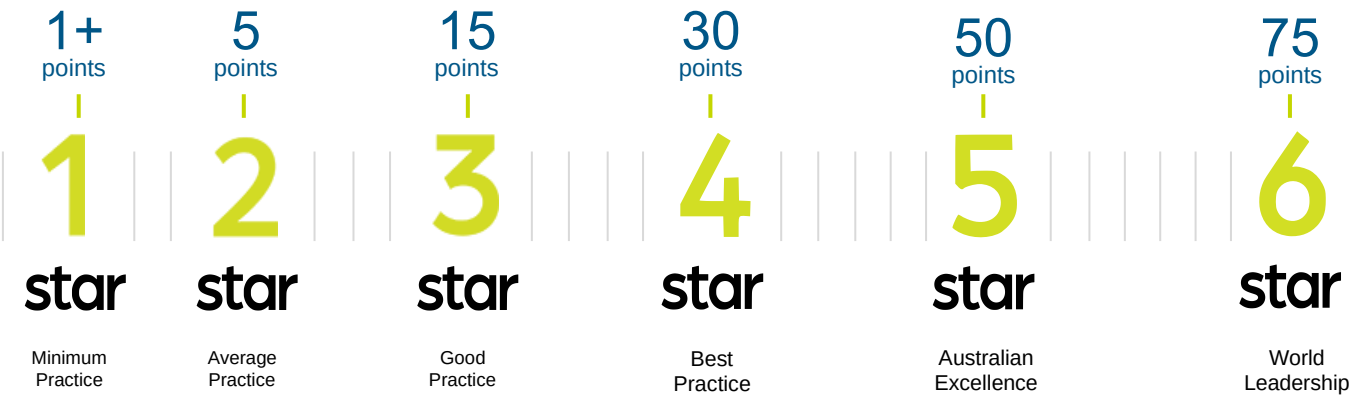
Receive a rating between 1 Star – 6 Stars

The Green Star Performance v2 rating is determined by the number of points achieved, and contingent on the building meeting 'Rating Expectations'.

Rating Expectations refer to specific Credit performance levels which are mandatory to achieve a particular rating.

Note that the Rating Expectations a building is subject to meeting for a particular Star rating will change in 2026, 2030, 2035 and 2040 in line with the next step in the Climate Positive Pathway, as detailed in Climate Positive Rating Expectations section.

The rating scale



What each rating means at a glance

The table below briefly outlines what achievement of each rating means, the minimum number of points required to achieve the star rating, a brief outline of what the Rating Expectations are for each rating, and the number of points the Rating Expectations contribute out of the total points required to achieve the rating.

Star rating	What it means	Min. points needed	Rating expectations	Points contribution from expectations
1	The building is in the program.	**1**	N/A	-
2	The building is on a path to decarbonisation and is setting up for good management of energy and waste.	**5**	The building has a zero-carbon action plan to decarbonise, is equipped to manage and monitor energy and water use, and has a waste management policy	**4 out of 5** (80% of min. points needed)
3	The building is on a path to decarbonisation and is measuring its energy and water consumption as well as setting up for good management of waste and indoor environment quality	**15**	The building measures and provides energy, water, and waste data at the time of assessment. A climate change pre-screening checklist has been completed.	**8 out of 15** (53%)
4	A 4 Star rated building is a ***Best Practice*** environmental performer. It builds on the rating expectations to deliver a building that is a higher performer in energy, water, and health related issues and is on a path to decarbonisation.	**30**	The building is reducing its energy, water, and waste. It provides an acceptable level of indoor environment quality. The building is implementing strategies to manage the impacts of climate change.	**17 out of 30** (56%)
5	A 5 Star rated building demonstrates ***Australian Excellence*** by being a high environmental performer that is powered by renewable electricity and addresses social issues relevant to the building owner.	**50**	The building is powered by renewable electricity. It works with tenants to help them decarbonise their electricity supply. Indigenous Australians are consulted on building operations. Biodiversity is addressed. Waste disposal is reduced and recycling quality is transparent.	**23 out of 50** (46%)
6	A 6 Star rated building showcases ***World Leadership***. It has been built to be highly efficient building fully powered by renewable electricity and carbon neutral that addresses a significant number of environmental and social issues and contributes to the community, occupants, and tenants.	**75**	The building also offsets its gas consumption and other emissions. It encourages the use of low embodied carbon products. It works with tenants to reduce fitout waste during construction and end of life. It provides amenities for activity and actively reduces impacts to nature.	**36 out of 75** (48%)

The basic structure of Green Star Performance v2

This section is an essential introduction to the basic structure of the Green Star Performance v2 rating tool. It explains the core components of the tool which are necessary to understand to use the tool.

This section is particularly important for first-time users. For further details, please refer to the introduction section of the Green Star Performance v2 Submission Guidelines.

Categories

Green Star Performance v2 features eight (8) Categories representing the issues that will define the next decade of the built environment.

The categories tell a story of what a good building should look like now and in the future – healthy, resilient, and positive places for people and nature, built responsibly and showcasing leadership.

Responsible (14 points available)

Recognises activities that ensure the building is managed in a responsible manner.

Places (7 points available)

Supports the creation of safe, enjoyable, integrated, and comfortable places.

Healthy (16 points available)

Promotes actions and solutions that improve the physical and mental health of occupants.

People (10 points available)

Encourages solutions that address the social health of the community.

Resilient (15 points available)

Encourages solutions that address the capacity of the building to bounce back from short-term shocks and long-term stresses.

Nature (12 points available)

Encourages active connections between people and nature and rewards creating biodiverse green spaces in cities.

Positive (36 points available)

Encourages a positive contribution to key environmental issues of carbon, water, and the impact of materials.

Leadership (5+ points available)

Recognises projects that set a strategic direction, build a vision for industry, or enhance the industry's capacity to innovate.

The categories in Green Star Performance v2, and a brief description of the objective of each category, and the number of points available through core credits in each category.

Each category has an objective, as summarised under each of their titles above.

Each category contains what are referred to as 'credits' which each contain guidance and requirements to achieve a specific outcome that will contribute to achieving the overall objective of the category.

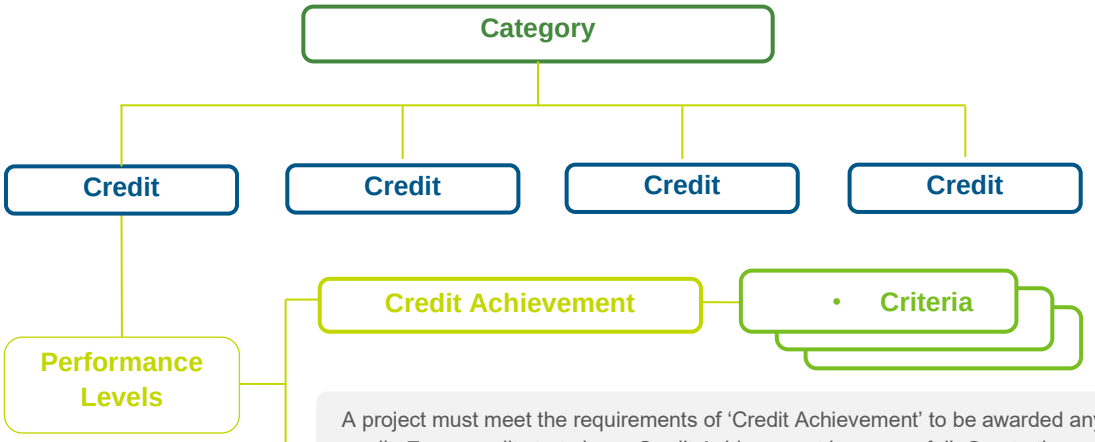
Credits

Each category contains multiple credits; each credit titled based on the outcome it is driving. The number of credits per category varies.

Each credit contains criteria which need to be met to achieve the credit outcome. These criteria are organised in 'performance levels' within the credit.

A credit is essentially several pages of criteria requirements and guidance which strive to help projects achieve a specific outcome.

E.g. the outcome of meeting all the requirements of the 'Waste Reduction' credit is that: *'Operational. construction and demolition waste is measured, reported, and reduced.'* The information in this credit helps projects understand how to achieve this outcome and provide evidence of achievement.



Each credit contains at least one performance level (always starting at 'Credit Achievement') Some credits contain all Performance levels: Credit Achievement, High Performance, Exceptional Performance.

Credit Achievement — • Criteria

A project must meet the requirements of 'Credit Achievement' to be awarded any points for a credit. Every credit starts here. Credit Achievement is pass or fail. One to three points are available, depending on the credit. No partial points will be provided. Project teams must target Credit Achievement to be eligible to target High Performance and Exceptional Performance.

High Performance — • Criteria

'High Performance' outlines better practice outcomes that a building can achieve to be awarded additional points in the credit. High Performance criteria are always in addition to the Credit Achievement. High Performance is pass or fail. One to three points are available in addition to those in Credit Achievement, depending on the credit. The Energy Use and Water Use credits have up to three individual points awarded depending on the scale of improvement. No partial points will be provided for all other credits.

Exceptional Performance — • Criteria

'Exceptional Performance' outlines leading practices or outcomes that a building can also achieve to be awarded additional points in the credit. Exceptional Performance criteria are always in addition to those in Credit Achievement and High Performance. Exceptional Performance is pass or fail. One to three points are available in addition to those in Credit Achievement and High Performance, depending on the credit. The Energy Use and Water Use credits have up to three individual points awarded depending on the scale of improvement. No partial points will be provided for all other credits.

Rating Expectations

Some Credit performance levels are 'Rating Expectations', meaning they are mandatory to achieve a particular rating.

A list of all Rating Expectations is included in the table in the 'List of Rating Expectations' section. Within Rating Expectations are some 'Climate Positive Rating Expectations' which will change over time according to What is the 'Climate Positive Pathway'?

The basic structure of the Green Star Performance v2 rating tool. Note that not all credits have all three Performance Levels, but all credits will contain at Credit Achievement.

- Credit requirements are divided into a set of Criteria which then sit within a Performance Level (*Credit Achievement, High Performance* or *Exceptional Performance*).
- Performance Levels act as steppingstones towards achieving the overall Credit outcome, and points are awarded when the Criteria requirements of a Performance Level are met.
- Performance levels build on each other. For example, if a project is targeting *High Performance* in the 'Responsible Resource Management' credit, it will need to firstly meet the criteria requirements of the *Credit Achievement* performance level, and then the criteria requirements of the *High Performance* performance level.

Performance Levels

There are a maximum of three performance levels in each credit, as detailed below. To achieve higher performance levels, projects are required to achieve the performance levels that precede it.

- *Credit Achievement* (CA) outlines the practices or outcomes that the building must meet to be awarded at least one point. Credit Achievement is pass or fail. One to three points are available, depending on the credit. No partial points will be provided. Project teams must target Credit Achievement to be eligible to target *High Performance* and *Exceptional Performance.*
- *High Performance* (HP) outlines better practice outcomes that a building can achieve to be awarded additional points in the credit. High Performance criteria are always in addition to the *Credit Achievement*. *High Performance* is pass or fail. One to three points are available in addition to those in the Credit Achievement, depending on the credit. The *Energy Use* and *Water Use* credits have up to three individual points awarded depending on the scale of improvement. No partial points will be provided.
- *Exceptional Performance* (EP) outlines leading practices or outcomes that a building can also achieve to be awarded additional points in the credit. *Exceptional Performance* criteria are always in addition to the *Credit Achievement* and *High Performance*. *Exceptional Performance* is pass or fail. One to three points are available in addition to those in the *Credit Achievement*, depending on the credit. The *Energy Use* and *Water Use* credits have up to three individual points awarded depending on the scale of improvement. No partial points will be provided.

Providing evidence to demonstrate compliance with Credit Performance Levels

To be awarded points for a credit to contribute to a rating, compliance needs to be demonstrated through providing evidence of compliance with the criteria in one or more Performance levels, always starting with the Credit Achievement performance level.

This evidence is then assessed through a certification process to verify that the outcomes have been achieved.

See the 'Submitting for certification' section in the 'Introduction' of the Green Star Performance v2 Submission Guidelines for more details.

Submission form

GBCA templates for summary information describing how the project has met the requirements in the credit.

Must be submitted for any targeted credit.

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Documentation

Information that supports claims made in the submission forms.

Must be submitted for any targeted credit.

Green Star Performance v2 does not prescribe what documents must be provided. Instead, this is left to the project team to prove evidence of compliance. The credits do, however, provide a suggested list of documentation. While assessors will not require all, or any, suggested documentation to be submitted, it is up to the project to justify why other documentation was used.

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Calculators

GBCA developed resources that establish if projects have met pre-determined benchmarks using project data entry. Only required for four credits:

- Energy Use
- Water Use
- Waste Reduction
- Other Carbon Emissions

If you are targeting a credit with a calculator, the calculator must be completed if required by the credit criteria.

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Evidence

Information provided by project teams to meet the credit criteria requirements – this includes the submission form response and documentation, and for some credits completed calculators.

A breakdown of what evidence to demonstrate compliance with a Credit performance level is comprised of.

Core, Leadership and Sector Specific Credits

All credits can be found on the GBCA website in the Green Star Resources Portal under the following Resource Types when filtering for Green Star Performance v2:

- Submission Guidelines - contains all core credits + describes Leadership credits
- Innovation/Leadership Challenges - Leadership Challenge credits created by the GBCA after the release of the core rating tool
- Sector Specific Credits – Sector Specific credits created by the GBCA after the release of the core rating tool

There are three types of credits in Green Star Performance v2:

Core credits

About

The core credits contain outcomes which are designed to be applicable to most sectors and operational arrangements.

All 37 core credits are sometimes referred to as the 'core rating tool'.

Where to find them

Core credits are all contained in the Green Star Performance v2 Submission Guidelines.

Where to find them

Core credits are all contained in the Green Star Performance v2 Submission Guidelines.

Points

There are 110 points in the core rating tool and additional points available through Leadership and Sector Specific credits, but only 100 points will be assessed and awarded.

Leadership credits

About

There are two types of Leadership credits:

Market Transformation: These credits are an opportunity for a project to claim points when a building implements a building solution or process that is considered leading in their targeted sector, nationally or globally, which is not awarded in other credits in Green Star Performance v2.

Leadership Challenges: These credits are introduced by GBCA to test new approaches and potential expansion for the rating tools. Leadership Challenges are created by GBCA based on feedback or proposals for industry.

Where to find them

Leadership credits are described in the Green Star Performance v2 Submission Guidelines in the 'Leadership' category; however, Leadership Challenges are published via the *Green Star Manager* they are released.

Points

Points for Leadership credits are in addition to the 110 points in the Core credits.

Sector specific credits

About

Sector specific credits are assigned a category under one of the 7 core categories and apply to a specific sector/ operational arrangement. These are additional credits released by the GBCA, developed in consultation with industry to address issues that are only applicable to specific sectors and/or operational arrangements.

Developed by the GBCA in consultation with industry, these exist outside the core rating tool and are optional. For more information, refer to the Green Star Performance v2 Submission Guidelines 'Introduction'.

Where to find them

Sector specific credits are published via the *Green Star Manager* as they are released.

Points

Points for Sector specific credits are in addition to the 110 points in the Core credits.

List of core Credits

Core credits are contained in the Green Star Performance v2 Submission Guidelines.

Some core credits include requirements that are mandatory to achieve star ratings. These are called Rating Expectations.

The core credits contain outcomes which are designed to be applicable to most sectors and operational arrangements. All the core credits are sometimes referred to as the 'core rating tool'.

The core rating tool comprises 37 core credits totalling 110 points that can be targeted by projects teams within the credits.

A list of all the credits in the Green Star Performance v2 Submission Guidelines is below. All those within the grey background are core credits:

Responsible (14)

Industry Development (1)

Responsible Operations (2)

Ongoing Verification (3)

Responsible Resource Management (4)

Responsible Procurement (4)

Healthy (16)

Clean Air (3)

Light Quality (3)

Acoustic Comfort (2)

Exposure to Toxins (3)

Connection to Nature (1)

Thermal Comfort (2)

Health Promotion (1)

Health and Hygiene (1)

Resilient (15)

Climate Change Resilience (5)

Operations Resilience (3)

Community Resilience (4)

Grid Resilience (3)

Positive (36)

Energy Use (7)

Energy Source (7)

Other Carbon Emissions (4)

Upfront Carbon Emissions (3)

Waste Reduction (3)

Water Use (7)

Tenant Energy Source (2)

Tenant Fitout Waste Reduction (3)

Places (7)

Movement and Place (3)

Enjoyable Places (2)

Culture, Heritage and Identity (1)

Amenity Diversity (1)

People (10)

Indigenous Inclusion (3)

Procurement and Economic Inclusion (2)

Inclusive Buildings (3)

Privacy (2)

Nature (12)

Impacts to Nature (2)

Biodiversity Enhancement (5)

Nature Stewardship (3)

Waterway Protection (2)

Leadership

Market Transformation (5)

Leadership Challenges

The core credits (highlighted grey) in Green Star Performance v2, and the points available in each credit

Important features of Green Star Performance v2

This progression over time is also driven by the *Annual Certification Process*, sometimes referred to as the Annual Cycle. The annual certification process aims to encourage improvements over time by allowing building owners to build upon their previous successes and pursue higher ratings over time.

List of key features of the rating tool

The following features of the rating tool are outlined below and detailed in the coming pages:

- **Rating Expectations –** Depending on the star rating, some credits have performance levels that are noted as being Rating Expectations that are mandatory to meet. The *Rating Expectations* were established to help project teams to focus on critical credits on a path to success.
- **Climate Positive Rating Expectations –** Within the core rating tool, there are credits that make up Climate Positive Rating Expectations that change over time according to The Climate Positive Pathway and are applicable to all projects targeting certain star ratings. The *Climate Positive Pathway*, with its provisions that increase in stringency over time, helps to establish a progressive pathway over time to address emissions.
  - **Submission frequency** – To support the annual certification cycle, Green Star Performance v2 only requires additional information relevant to that year rather than a full submission being made each year.
  - **Evidence approaches** – Relevant for when a portfolio of buildings are being rated, to streamline the amount of evidence needed, information for credit criteria can be submitted at three different levels:

Rating Expectations

Rating Expectations outline the specific mandatory Performance Level of Credits required to be met to achieve each Star Rating. Rating Expectations are the specific mandatory Performance Level of Credits required to be met to achieve each Star Rating.

The Rating Expectations include a collection of Climate Positive Rating Expectations, which change over time according to the Climate Positive Pathway, to encourage continual improvement in becoming Climate Positive. These are indicated with an asterix against the relevant credit names in the following table. Climate Positive Rating Expectations are further explained in the Climate Positive Rating Expectations section.

Rating Expectations were developed by reviewing credits that are typically targeted under GSPv1, and by establishing which credits would be considered appropriate for describing each star level.

Rating Expectations should have sector guidance to allow each sector or building typology to respond in a relevant way. Where a sector pathway hasn't been provided and project teams feel the credit could benefit from sector guidance or a new pathway, GBCA recommends discussing with the Technical Coordinator on your project. GBCA intends to publish a sector guidance document in the near future summarising sector pathways throughout the rating tool.

List of Rating Expectations

The following table outlines the Rating Expectation that must be met for each star rating.

Note that these will change in 2026 in line with the next step in the Climate Positive Pathway, as detailed in The Climate Positive Pathway **section.**

Items highlighted are carbon related expectations applicable to projects based on their date of submission per the Climate Positive Pathway - see Climate Positive Rating Expectations**. These change for each star rating over time.**

CA = Credit Achievement **HP = High Performance** **EP = Exceptional Performance**

Credit	Level	Description	2 Star	3 Star	4 Star	5 Star	6 Star
Ongoing Verification	CA	The building has equipment or systems in place to manage and monitor energy and water use	•	•	•	•	•
Responsible Resource Management	CA	An operational material and resource management policy is in place	•	•	•	•	•
Energy Source	CA	The building has a zero carbon action plan detailing how to decarbonise it over time	•	•	•	•	•
Climate Change Resilience	CA	A pre-screening of climate change risks has been conducted for the building		•	•	•	•
Energy Use	CA	The building measures and provides energy consumption data at assessment		•	•	•	•
Waste Reduction	CA	The building measures and provides disposal and disposal diversion (recycling) data at assessment		•	•	•	•
Water Use	CA	The building measures and provides water consumption data at assessment		•	•	•	•
Responsible Operations	CA	An environmental management plan or an environmental management system in place			•	•	•
Ongoing Verification	HP	The building has appropriate metering and systems in place to manage and monitor energy and water use. Building information is available to building users and a process is in place for tuning and commissioning			•	•	•
Clean Air	CA	The building manages and monitors the quality of indoor air			•	•	•
Exposure to Toxins	CA	The building measures and limits further introduction of VOCs			•	•	•

Credit	Level	Description	2 Star	3 Star	4 Star	5 Star	6 Star
Climate Change Resilience	HP	A resilience assessment for potential climate change impacts has been performed for the building, with strategies for managing extreme and high risks in place.			•	•	•
Energy Use	HP	The building uses less energy than average			•	•	•
Water Use	HP	The building uses less water than average			•	•	•
Energy Source	HP	The building uses 100% renewable electricity				•	•
Waste Reduction	HP	The building reduces the total amount of waste and recycling and provides transparency on recycling quality				•	•
Indigenous Inclusion	CA	Engagement and consultation with Indigenous Australians have been incorporated into building operations				•	•
Biodiversity Enhancement	CA	The building owner has developed a policy on biodiversity and nature				•	•
Energy Use	EP	The building uses even less energy than average					•
Other Carbon Emissions	HP	The building has accounted for and offset any remaining emissions					•
Upfront Carbon Emissions	CA	The building owner quantifies their procurement emissions impact and has a policy to encourage the use of products with low embodied carbon					•
Tenant Energy Source	CA	The building owner encourages and assists its tenants to use renewable electricity					•
Tenant Fitout Waste Reduction	CA	The building works to reduce fitout waste at end of life and fitout construction					•
Movement and Place	CA	The building has occupant changing facilities and engages with occupants on transport and amenity needs					•
Impacts to Nature	CA	The building has actively reduced on-site emissions such as light and noise pollution					•

Climate Positive Rating Expectations

Within the above ‘Rating Expectations’ table there are ‘Climate Positive Rating Expectations’ which change over time and guide projects along the ‘Climate Positive Pathway’. The Climate Positive Rating Expectations are marked with an asterix in the above table.

The Climate Positive Pathway in Green Star Performance v2 outlines a clear pathway for existing buildings to become What is a ‘Climate Positive’ building? before or by 2040.

What is a ‘Climate Positive’ building?

A ‘Climate Positive’ building is one that addresses emissions in line with or ahead of the Paris Agreement’s 1.5°C trajectory. These buildings are fossil fuel free, highly efficient, fully powered by renewables and offset their carbon with nature-based solutions, like reforestation.

The GBCA has established a specific definition of ‘climate positive’ for Green Star buildings. All fossil fuels and Scope 2 emissions must be eliminated, but refrigerants can be offset (because they cannot be eliminated). This definition also sets specific energy and upfront carbon reduction targets to drive transformation.

What is the ‘Climate Positive Pathway’?

The Climate Positive Pathway in Green Star Performance v2 is a pathway to help existing buildings become ‘Climate Positive’

All buildings seeking to get a Green Star Performance v2 2 Star and above rating must comply with the aspects of the Climate Positive Pathway outlined below, which are also noted in the ‘Rating Expectations’ table above, and within each credit under ‘Rating Expectations’. The rating expectations applies to a building based on the date of submission.

For example, if a project team submits evidence in the year 2025, the project team will be subject to the rating expectations required in 2025. Where the project team submits evidence in 2026, when new rating expectations may arise, the project will be subject to the rating expectations required in 2026. This is regardless of the round of assessment.

The Climate Positive Pathway Credits

There are 7 credits in the rating tool which comprise of Climate Positive Rating Expectations.

These credits are outlined below:

Principle	Credit	Outcome
Highly efficient	Energy use	Reduces overall and peak energy load needed to operate the building.
Fossil fuel free	Energy Source	The building does not use fossil fuels for heating, cooling, cooking or power.
Powered by renewables	Energy Source	The building is fully powered by on-site or off-site renewable energy
Lower embodied emissions	Upfront carbon emissions	Uses lower carbon products and incentivizes change in the supply chain
Offset with nature	Other carbon emissions	Uses the purchasing power to capture and store carbon through increasing biodiversity reserves for non-energy carbon emissions
Partner for success	Tenant Fitout Waste Reduction Tenant energy source	Assist tenants and occupants to decarbonize through transitioning to renewables and reducing fitout waste

The Climate Positive Pathway increases in stringency over time.

Refer to The Climate Positive Pathway table to see which Credit performance levels of each of the Climate Positive Pathway credits projects will be required to meet to achieve each Star Rating as stringency increases in 2026, 2030, 2035 and 2040.

The Climate Positive Pathway

All buildings seeking to get a Green Star Performance v2 2 Star and above rating must comply with the aspects of the Climate Positive Pathway outlined below, which are also noted in the List of Rating Expectations table above, and within each credit under Rating Expectations. The rating expectations apply to a building based on the date of submission. For example, it a project team submits evidence in the year 2025, the project team will be subject to the rating expectations required in 2025. Where the project team submits evidence in 2026, when new rating expectations may arise, the project will be subject to the rating expectations required in 2026. This is regardless of the round of assessment.

Credits	Level	Criteria	2023	2026	2030	2035	2040
Energy Use	**CA**	Provides Data	3 Star+		All certifications		
	HP	Good performer	4 Star+		3 Star+	All certifications	
	EP	Excellent performer	6 Star	5 Star+	4 Star+		All certifications
Energy Source	**CA**	Zero Carbon Action plan	All certifications				
	HP	Renewable electricity	5 Star+		All certifications		
	EP	Renewable energy[1]		6 Star	5 Star+	4 Star+	All certifications
Other Carbon Emissions	**CA**	Scope 1 eliminated or offset	6 Star	5 Star+	4 Star+	All certifications	
	HP	Scope 3 material emissions addressed	6 Star	5 Star+	4 Star+	All certifications	
Upfront Carbon Emissions	**CA**	Policy and process	6 Star	5 Star+	All certifications		
	HP	Outcomes are reported		6 Star	5 Star+	All certifications	
	EP	Good performer[2]			6 Star	4 Star+	All certifications
Tenant Energy Source	**CA**	Engagement & best practice leasing	6 Star	5 Star+	All certifications		
	HP	Good tenant uptake[2]		6 Star	5 Star+	All certifications	
Tenant Fitout Waste Reduction	**CA**	Policy and process	6 Star	5 Star+	All certifications		
	HP	Outcomes reported			5 Star+	4 Star+	All certifications

1 Renewable energy includes all electricity used, and any other fuels. In practice all buildings, barring some minor exceptions, will need to electrify
2 To be developed

Submission frequency

To retain continuous certification, submissions (and registration) will need to be made each year. To account for this, Green Star Performance v2 only requires additional information relevant to that year rather than a full submission being made each year.

See **Submission frequency** in the **Understanding the annual certification cycle** section for more details.

Evidence approaches

Relevant for when a portfolio of buildings is being rated, to streamline the amount of evidence needed, information for credit criteria can be submitted at three different levels:

- Portfolio evidence approach
- Multiple buildings evidence approach
- Individual buildings evidence approach
- See Evidence approaches in the **Understanding the annual certification cycle** section for more details.

Green Star Performance v2 resources

Green Star Performance v2 is composed of the following resources:

- **Submission Guidelines**

  The Submission Guidelines contain the requirements and benchmarks (credits) that a building must comply with to achieve a rating. All core credits are in the Submission Guidelines.

  - Find this in the *Green Star Manager* > *Green Star Resources*
  - Filter *'Rating Tool'* > *'Green Star Performance v2'.*
  - Filter *'Resource Type'* > *'Submission Guidelines'.*

- **Leadership Challenges and Sector Specific Credits**

  Supplementary credits published via the 'Green Star Resources Portal' as they are released. See the Core, Leadership and Sector Specific Credits section for more details.

  - Find these in the *Green Star Manager* > *Green Star Resources*
  - Filter *'Rating Tool'* > *'Green Star Performance v2'.*
  - Filter *'Resource Type'* > *'Innovation/Leadership Challenges'* and *'Sector Specific Credits'*

- **Guidance documents**

  Guides/ guidance documents (like this one) are developed by the GBCA to assist project teams towards achieving a rating. They can be anything from additional templates to help project teams with a specific credit or guidance around a specific topic. They are created and released as the GBCA recognises needs for additional guidance.

  - Find these in the *Green Star Manager* > *Green Star Resources*
  - Filter *'Rating Tool'* > *'Green Star Performance v2'.*
  - Filter *'Resource Type'* > *'Other Resource'*
  -

- **Calculators and Calculation Guides**

  Calculators and Calculation Guides assist project teams to calculate whether specific thresholds have been met. Calculators form a part of the evidence required for certain credits.

  - Find these in the *Green Star Manager* > *Green Star Resources*
  - Filter *'Rating Tool'* > *'Green Star Performance v2'.*
  - Filter *'Resource Type'* > *'Calculators' and 'Calculator Guides'.*

  Note: Calculators will be available through the online platform in future versions.

- **Green Star Online**

  Green Star Online allows a project team to keep track of their score and submit their evidence. Green Star Online for Green Star Performance v2 is currently under development and will be available in 2024.

  - Find this in *Green Star Manager* > *My projects*

- **Frequently Asked Questions (FAQs)**

  FAQs provide project teams with answers to questions that are considered relevant to most buildings

  - Find this in the *Green Star Manager* > *FAQs.*

- **Technical Questions**

  Project teams can ask a Technical Question if they would like to clarify rating tool requirements or propose an alternative approach to Green Star credit requirements. Technical Questions and the responses from the GBCA can be used as part of a submission to justify an approach to the assessor/s.

  - Find this in the *Green Star Manager* > *My requests*

Note: Green Star quotes a number of standards, external guides, and legislation, within each credit. Where referenced, these refer to the currently enforced version (for example, AS1668.1:2015), unless otherwise stated.

Achieving star ratings

Green Star Performance v2 is an ongoing operational rating tool. The credits aim to help entities build their capacity to drive performance. The rating tool has been built from the ground up to encourage moving from policy, to action, to performance outcome if they are to achieve a high rating. Performance Levels in credits will be made up of one or more of the following, which build on each other:

- **Policy or process:** A high level approach to how the project or portfolio will implement actions and plans, driven by the building owner or asset manager
- **Action or plan:** A detailed approach to collecting data or making an on-site outcome possible, facilitated by the building owner or asset manager
- **Performance outcome:** building or site-specific interventions or data that meet specific benchmarks or performance criteria.

Policy or process

A high-level approach to how the project or portfolio will implement actions and plans, driven by the building owner (or asset manager)

Action or plan

A detailed approach to collecting data or making an on-site outcome possible, facilitated by the building owner (or asset manager)

Performance

Building or site-specific interventions or data

Star rating	What it means	Min. points needed	Rating expectations	Points contribution from expectations
1	The building is in the program.	**1**	N/A	-
2	The building is on a path to decarbonisation and is setting up for good management of energy and waste.	**5**	The building has a zero-carbon action plan to decarbonise, is equipped to manage and monitor energy and water use, and has a waste management policy	**4 out of 5** (80% of min. points needed)
3	The building is on a path to decarbonisation and is measuring its energy and water consumption as well as setting up for good management of waste and indoor environment quality	**15**	The building measures and provides energy, water, and waste data at the time of assessment. A climate change pre-screening checklist has been completed.	**8 out of 15** (53%)
4	A 4 Star rated building is a ***Best Practice*** environmental performer. It builds on the rating expectations to deliver a building that is a higher performer in energy, water, and health related issues and is on a path to decarbonisation.	**30**	The building is reducing its energy, water, and waste. It provides an acceptable level of indoor environment quality. The building is implementing strategies to manage the impacts of climate change.	**17 out of 30** (56%)
5	A 5 Star rated building demonstrates ***Australian Excellence*** by being a high environmental performer that is powered by renewable electricity and addresses social issues relevant to the building owner.	**50**	The building is powered by renewable electricity. It works with tenants to help them decarbonise their electricity supply. Indigenous Australians are consulted on building operations. Biodiversity is addressed. Waste disposal is reduced and recycling quality is transparent.	**23 out of 50** (46%)
6	A 6 Star rated building showcases ***World Leadership***. It has been built to be highly efficient building fully powered by renewable electricity and carbon neutral that addresses a significant number of environmental and social issues and contributes to the community, occupants, and tenants.	**75**	The building also offsets its gas consumption and other emissions. It encourages the use of low embodied carbon products. It works with tenants to reduce fitout waste during construction and end of life. It provides amenities for activity and actively reduces impacts to nature.	**36 out of 75** (48%)

Targeting a rating – sample pathways for all star ratings

Continuous improvement over time is facilitated through the Green Star Performance v2 rating tool, and this is reflected in the thresholds when targeting a specific rating. Note that in the below diagrams the *italicised credits* are present in the star rating preceding, showing that star ratings can be built upon over time. Below are example pathways when targeting a specific star rating.

These examples are relevant until 2026 at which time Climate Positive Rating Expectations will increase in line with the Climate Positive Pathway.

1 star – Minimum Practice

At least 1 credit in the Green Star Performance v2 rating tool has been targeted and the building has achieved at least 1 point.

2 star – Average Practice

The *Rating Expectations* for a 2 star rated building have been achieved for the relevant credits, and the building achieves at least 5 points. An example pathway is below:

Mandatory (4 points)

2 Star Rating Expectations

- Ongoing Verification – Credit Achievement (1)
- Responsible Resource Management – Credit Achievement (1)

+

2 Star Climate Positive Rating Expectations

- Energy Source – Credit Achievement (2)

+

Additional (1 point)

Potential credits

- Industry Development – Credit Achievement (1)

3 star – Good Practice

The *Rating Expectations* for a 3 star rated building have been achieved for the relevant credits, and the building achieves at least 15 points. An example pathway is below:

Mandatory (8 points)

3 Star Rating Expectations

- *Ongoing Verification – Credit Achievement (1)*
- *Responsible Resource Management – Credit Achievement (1)*
- Climate Change Resilience – Credit Achievement (1)
- Waste Reduction – Credit Achievement (1)
- Water Use – Credit Achievement (1)

+

3 Star Climate Positive Rating Expectations

- *Energy Source – Credit Achievement (2)*
- Energy Use – Credit Achievement (1)

+

Additional (7 points)

Potential credits

- *Industry Development – Credit Achievement (1)*
- Clean Air – Credit Achievement (1)
- Light Quality – Credit Achievement (1)
- Exposure to Toxins – Credit Achievement (1)
- Connection to Nature – Credit Achievement (1)
- Energy Use – High Performance (1 of 3)
- Water Use – High Performance (1 of 3)

4 star - Best Practice

The *Rating Expectations* for a 4 star rated building have been achieved for the relevant credits, and the building achieves at least 30 points. An example pathway is below:

Mandatory (17 points)

4 Star Rating Expectations

- *Ongoing Verification – Credit Achievement (1)*
- *Responsible Resource Management – Credit Achievement (1)*
- *Climate Change Resilience – Credit Achievement (1)*
- *Waste Reduction – Credit Achievement (1)*
- *Water Use – Credit Achievement (1)*
- **Responsible Operations – Credit Achievement (1)**
- **Ongoing Verification – High Performance (2)**
- *Clean Air – Credit Achievement (1)*
- *Exposure to Toxins – Credit Achievement (1)*
- **Climate Change Resilience – High Performance (2)**
- *Water Use – High Performance (1 of 3)*

+

4 Star Climate Positive Rating Expectations

- *Energy Source – Credit Achievement (2)*
- *Energy Use – Credit Achievement (1)*
- Energy Use – High Performance (1 of 3)

+

Additional (16 points)

Potential credits

- *Industry Development – Credit Achievement (1)*
- *Light Quality – Credit Achievement (1)*
- *Connection to Nature – Credit Achievement (1)*
- Clean Air – High Performance (1)
- Acoustic Comfort – Credit Achievement (1)
- Thermal Comfort – Credit Achievement (1)
- Energy Use – High Performance (additional 1 of 3)
- Water Use – High Performance (additional 1 of 3)
- Waste Reduction – High Performance (2)
- Energy Source – High Performance (2)
- Amenity Diversity – Credit Achievement (1)
- Enjoyable Places – Credit Achievement (1)
- Indigenous Inclusion – Credit Achievement (1)
- Biodiversity Enhancement – Credit Achievement (1)

5 star – Australian Excellence

The *Rating Expectations* for a 5 star rated building have been achieved for the relevant credits, and the project team achieves at least 50 points. An example pathway is below:

Mandatory (23 points)

5 Star Rating Expectations

- *Ongoing Verification – Credit Achievement (1)*
- *Responsible Resource Management – Credit Achievement (1)*
- *Climate Change Resilience – Credit Achievement (1)*
- *Waste Reduction – Credit Achievement (1)*
- *Water Use – Credit Achievement (1)*
- *Responsible Operations – Credit Achievement (1)*
- *Ongoing Verification – High Performance (2)*
- *Clean Air – Credit Achievement (1)*
- *Exposure to Toxins – Credit Achievement (1)*
- *Climate Change Resilience – High Performance (2)*
- *Water Use – High Performance (1 of 3)*
- *Waste Reduction – High Performance (2)*
- *Indigenous Inclusion – Credit Achievement (1)*
- *Biodiversity Enhancement – Credit Achievement (1)*

+

5 Star Climate Positive Rating Expectations

- *Energy Source – Credit Achievement (2)*
- *Energy Use – Credit Achievement (1)*
- *Energy Use – High Performance (1 of 3)*
- *Energy Source – High Performance (2)*
-

+

Additional (28 points)

Potential credits

- *Industry Development – Credit Achievement (1)*
- *Light Quality – Credit Achievement (1)*
- *Connection to Nature – Credit Achievement (1)*
- *Clean Air – High Performance (1)*
- *Acoustic Comfort – Credit Achievement (1)*
- *Thermal Comfort – Credit Achievement (1)*
- *Amenity Diversity – Credit Achievement (1)*
- *Enjoyable Places – Credit Achievement (1)*
- Responsible Operations – High Performance (1)
- Responsible Resource Management – High Performance (1)
- Responsible Procurement – Credit Achievement (2)
- Light Quality – High Performance (1)
- Exposure to Toxins – High Performance (1)
- Operations Resilience – Credit Achievement (1)
- Grid Resilience – Credit Achievement (1)
- Energy Use – High Performance (additional 2 of 3)
- Water Use – High Performance (additional 2 of 3)
- Upfront Carbon Emissions – Credit Achievement (1)
- Other Carbon Emissions – Credit Achievement (2)
- Movement and Place – Credit Achievement (1)
- Procurement and Economic Inclusion – Credit Achievement (2)
- Impacts to Nature – Credit Achievement (1)
- Waterway Protection – Credit Achievement (1)

6 star – World Leadership

The *Rating Expectations* for a 6 star rated building have been achieved for the relevant credits, and the project team achieves at least 75 points. An example pathway is below:

Mandatory **(36 points)**

6 Star Rating Expectations

- *Ongoing Verification – Credit Achievement (1)*
- *Responsible Resource Management – Credit Achievement (1)*
- *Climate Change Resilience – Credit Achievement (1)*
- *Waste Reduction – Credit Achievement (1)*
- *Water Use – Credit Achievement (1)*
- *Responsible Operations – Credit Achievement (1)*
- *Ongoing Verification – High Performance (2)*
- *Clean Air – Credit Achievement (1)*
- *Exposure to Toxins – Credit Achievement (1)*
- *Climate Change Resilience – High Performance (2)*
- *Water Use – High Performance (1 of 3)*
- *Waste Reduction – High Performance (2)*
- *Indigenous Inclusion – Credit Achievement (1)*
- *Biodiversity Enhancement – Credit Achievement (1)*
- *Movement and Place – Credit Achievement (1)*
- *Impacts to Nature – Credit Achievement (1)*

+

6 Star Climate Positive Rating Expectations

- *Energy Source – Credit Achievement (2)*
- *Energy Use – Credit Achievement (1)*
- *Energy Use – High Performance (3)*
- *Energy Source – High Performance (2)*
- Energy Use - Exceptional Performance (1 of 3)
- Other Carbon Emissions - Credit Achievement (2)
- Other Carbon Emissions - High Performance (2)
- Upfront Carbon Emissions - Credit Achievement (1)
- Tenant Energy Source - Credit Achievement (2)
- Tenant Fitout Waste Reduction - Credit Achievement (1)

+

Additional (42 points)

Potential credits

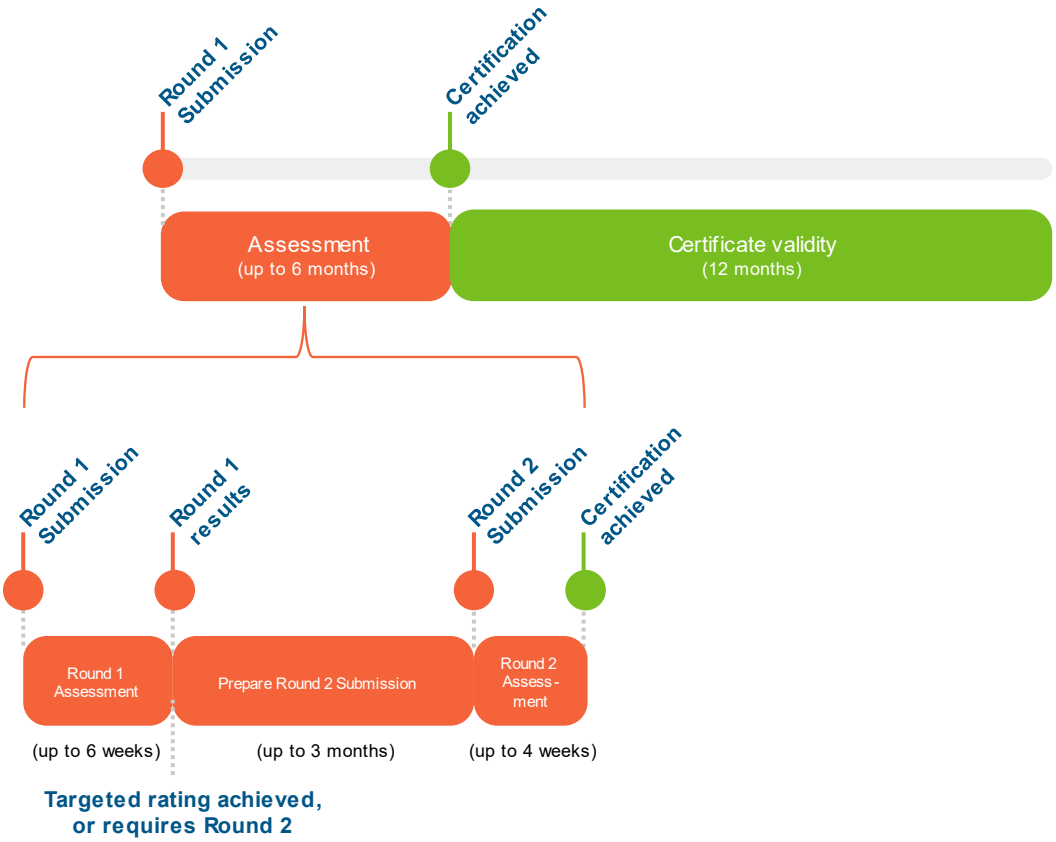
- *Industry Development – Credit Achievement (1)*
- *Light Quality – Credit Achievement (1)*
- *Connection to Nature – Credit Achievement (1)*
- *Acoustic Comfort – Credit Achievement (1)*
- *Thermal Comfort – Credit Achievement (1)*
- *Amenity Diversity – Credit Achievement (1)*
- *Enjoyable Places – Credit Achievement (1)*
- *Responsible Operations – High Performance (1)*
- *Responsible Resource Management – High Performance (1)*
- *Responsible Procurement – Credit Achievement (2)*
- *Clean Air – High Performance (1)*
- *Light Quality – High Performance (1)*
- *Exposure to Toxins – High Performance (1)*
- *Operations Resilience – Credit Achievement (1)*
- *Grid Resilience – Credit Achievement (1)*
- *Procurement and Economic Inclusion – Credit Achievement (2)*
- *Waterway Protection – Credit Achievement (1)*
- Responsible Procurement – High Performance (2)
- Clean Air – Exceptional Performance (1)
- Exposure to Toxins – Exceptional Performance (1)
- Upfront Carbon Emissions – High Performance (2)
- Enjoyable Places – High Performance (1)
- Culture Heritage, and Identity – Credit Achievement (1)
- Grid Resilience – High Performance (2)
- Inclusive Buildings – Credit Achievement (1)
- Operations Resilience – High Performance (2)
- Community Resilience – Credit Achievement (2)
- Health & Hygiene – Credit Achievement (1)
- Health Promotion – Credit Achievement (1)
- Nature Stewardship – Credit Achievement (3)
- Indigenous Inclusion – High Performance (2)
- Impacts to Nature – High Performance (1)

Submitting for certification

The Green Star certification process consists of 2 rounds of assessment where the project team can update the submission based on the Certified Assessor(s) Round 1 comments and prepare for the second round of submission.

The assessment process may take up to 6 months to complete and is dependent on the amount of time the project team requires to submit the second round of evidence.

Certification process



The certification process to receive a Green Star Performance v2 certification

Submission timing to maintain continuous certification

Submissions for initial certification can be made at any time during the year. Consideration should be given to the time needed to achieve the certification if certification needs to be achieved by a specific date relevant to your portfolio or other reporting needs (refer to Certification Process above).

The aim for all registered buildings and portfolios is to submit at the same time each year to ensure continuous certification.
Refer to Figure 1: Ideal submission scenario – submission received 6 months before certification expiry

However, submissions for subsequent years can be made up to three months prior to the expiry of the current year's certificate to guarantee continuity, as projects will be granted a 'validity extension' in this case whilst assessment is in progress.
Refer to Figure 2: Submission scenario – submission received between 5-3 months before certification expiry diagram.

When a submission is received less than 3 months before certification expiry, continuous certification is not guaranteed.
Refer to Figure 3: Submission scenario – submission received less than 3 months before certification expiry diagram.

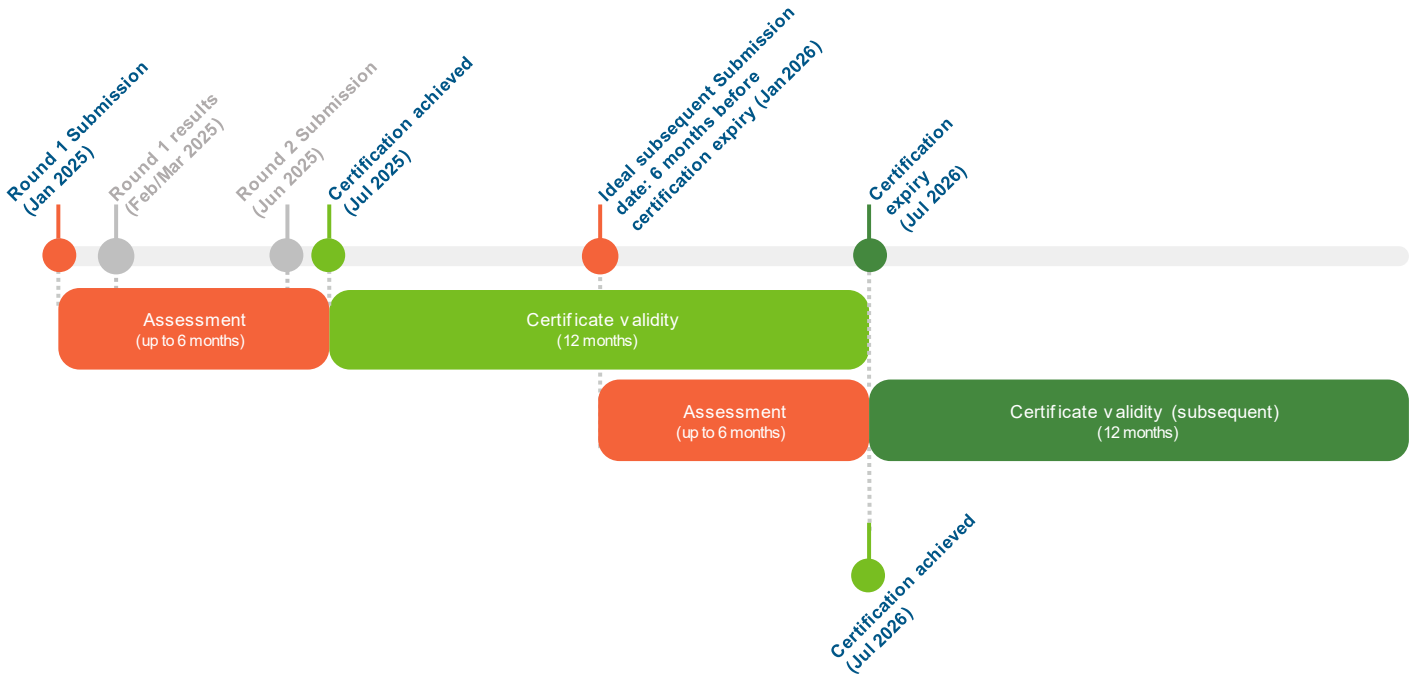
Advice to project teams

- Time your first submission to allow up to six months for certification.
- Once you achieve your first certification, that will be the date around which to base your next submission.
- Aim to submit at the same time each year, ideally six months before the certificate expires. If you do this, you have a three-month buffer just in case. Note though if you move into that three-month buffer, it will reduce into the amount of time you have for the following year's submission if you want to retain the same cycle each year.
- Once your initial certification is achieved, establish what evidence you will need for credits that need to be resubmitted the following year in order to maintain those points, and what credits you might like to add to the following year's submission.

If for some reason your submission is going to be late and fall within three months of the certificate expiring, putting your continuous certification at risk, contact the GBCA to discuss.

Figure 1: Ideal submission scenario – submission received 6 months before certification expiry

The ideal resubmission date annually is 6 months before certification expiry, allowing adequate time for Round 1 & 2 submissions and assessment.

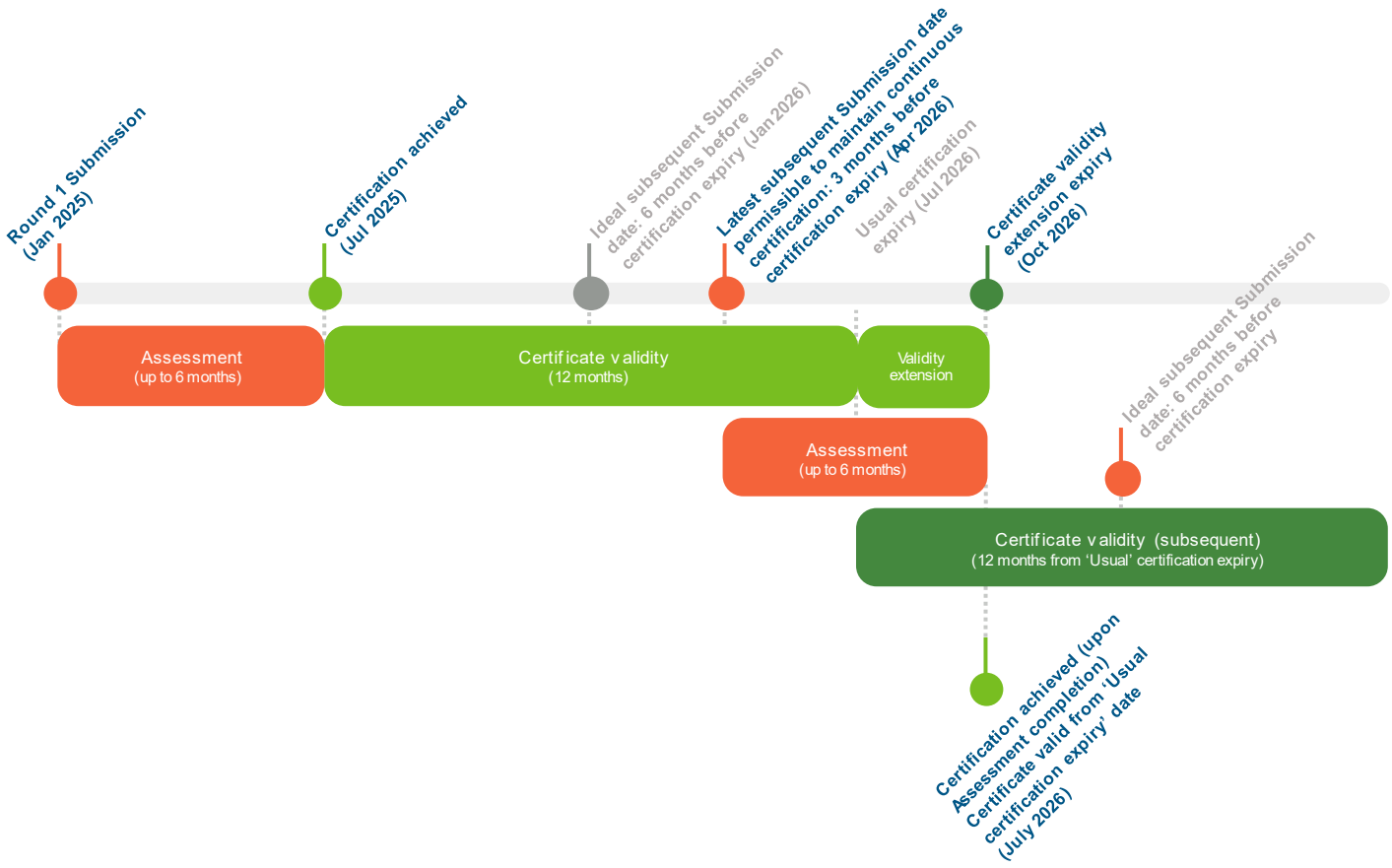


E.g. As seen above, submission occurs in January each year, and up to 6 months is allowed for assessment. The certification is completed in July each year, and the rating covered for 12 months from when the certification is completed. All dates mentioned are examples only.

Outcome: Continuous certification

Figure 2: Submission scenario – submission received between 5-3 months before certification expiry

The latest subsequent submission date permissible to maintain continuous certification is 3 months before certification expiry.

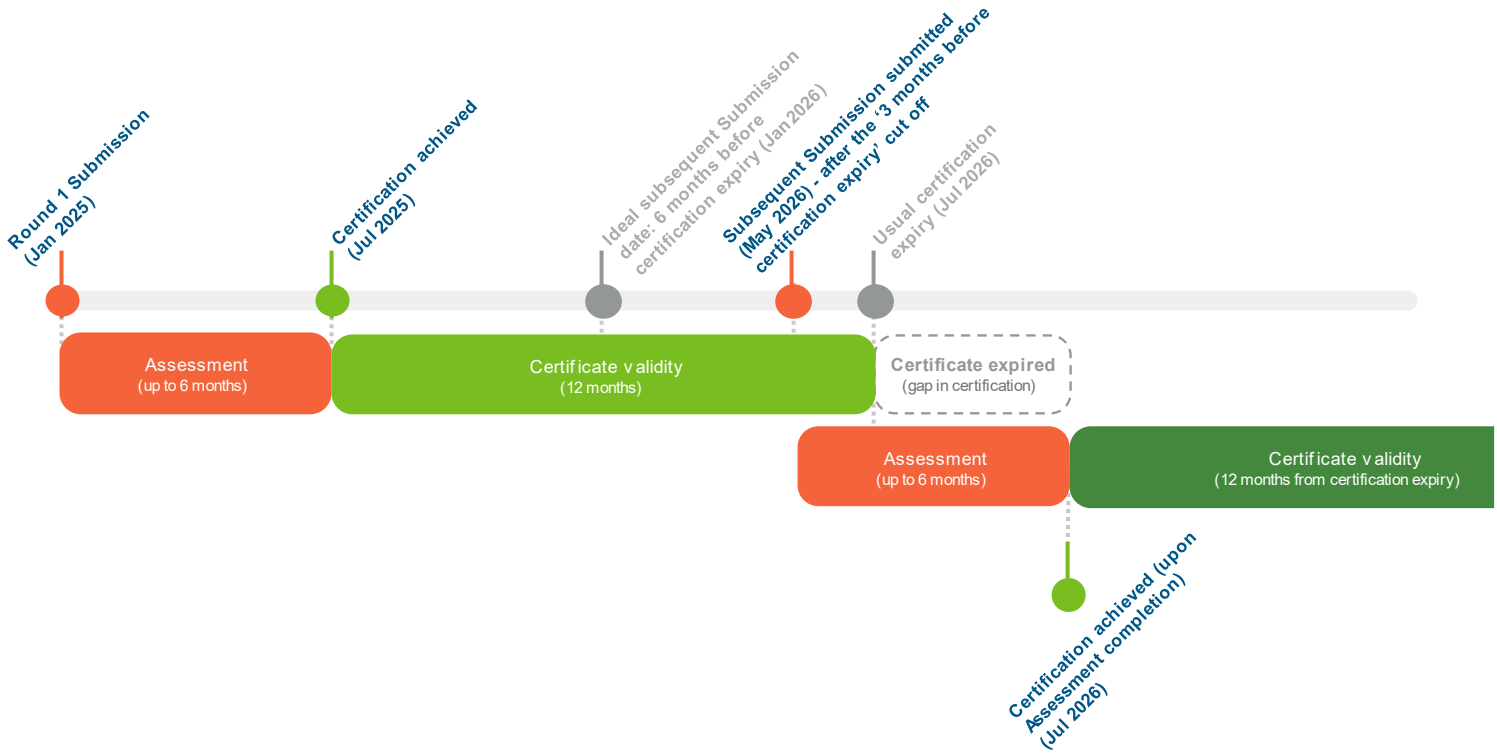


E.g. In the above case, submission occurs in January for the first year and up to 6 months is allowed for assessment. The certification is completed in July the first year, and the rating covered for 12 months from when the certification is completed. In the second year, submission occurs two months after the ideal time but four months before the end of the rating coverage. Certification is completed after six months, and the rating is covered for the 12 months dated from when the original end date of the initial rating. All dates mentioned are examples only.

Outcome: Continuous certification, aided by a validity extension

Figure 3: Submission scenario – submission received less than 3 months before certification expiry

This scenario results in the project/s losing continuous certification.



E.g. In this case, submission occurs in January for the first year and up to 6 months is allowed for assessment. The certification is completed in July the first year, and the rating covered for 12 months from when the certification is completed. In the second year, submission occurs only one month before the end of the rating coverage, which is two months after the cutoff date for continuous rating coverage. Certification is completed after six months, and the rating is covered for the 12 months dated from when this new certification date. All dates mentioned are examples only.

Outcome: Certification expiry before recertification complete, resulting in a period where the building is not certified

Documentation dates: when evidence needs to occur

Green Star Performance v2 covers a range of aspects of operational performance that may occur at different times, and this replaces the former 'Performance Period'.

Some credits look retrospectively at how the building has performed (e.g., in Water Use, Energy Use), while others look to what is planned for the future of the building (E.g., in Culture, Heritage, and Identity).

There are credits that require an action to have been undertaken (e.g., in Responsible Procurement) and some that require a policy, process or attribute to be in place (e.g., in Responsible Resource Management, Clean Air or Amenity Diversity).

The assessment process may take up to 6 months to complete and is dependent on the amount of time the project team requires to submit the second round of evidence.

In some cases, there are limitations on the date the evidence has been produced, or requirements to demonstrate ongoing improvement.

Generally, the following applies:

- **Data**: for energy, water, and waste credits, where a NABERS certificate is provided it needs to have at least three months validity left at the time of submission. For other pathways, data and documentation must be produced for a continuous 12-month period. The start of this 12-month period cannot be more than two years earlier than the date of submission.
- **Action**: where an action needs to be completed (e.g., a risk assessment or a quality test) it is to have been completed within 12 months of the initial submission, or within 12 months (between certifications) of subsequent submissions. Sometimes multiple actions need to be demonstrated within the 12-month period (e.g., Health Activities in the Health Promotion credit)
- **Attribute**: needs to be shown to be in place at the time of submission and cover the relevant timeframe e.g., if the requirements state the plan does not need to be resubmitted for three years, the plan should cover that three year period, unless the project team intend to resubmit earlier.
- **Plan**: must be developed and in place at the time of submission.
  - **Annual progress report**: Most plans will require an annual progress report to demonstrate the plan is in action. Some progress against the plan needs to be shown, however you are not assessed on whether you are progressing as quickly as originally planned.
- **Policy**: must be in place at the time of submission and demonstrated how relevant stakeholders can access.
- **Process**: must be in place at the time of submission. Reports or outputs from the process may need to be updated on an annual basis. Refer credit requirements for further detail.

Variations on the above may occur in the credits, based on the intended outcome. This is outlined in the credit requirements.

Refer to the Summary of when evidence needs to occur for different evidence types and Example scenario showing when evidence needs to occur, for an initial year and subsequent year submission sections below for a summary of requirements and a sample of timing.

For further details on evidence submission frequency regarding the above, refer to the Submission frequency and evidence table.

Summary of when evidence needs to occur for different evidence types

Evidence type: data (NABERS pathway)

Where using a NABERs pathway in a credit:

- NABERS certificate The NABERS certificate must be valid (i.e. not expired) at time of submission AND must have at least 3 months validity left at time of submission.
- Data needs to be resubmitted annually.

Evidence type: data (non-NABERS pathway)

- In this case, the data can be any 12-month continuous period so long as the start date of that data is no more than 2 years earlier than the date of submission.
- Be no older than 2 years PRIOR to Round 1 submission,
- Be provided for 12 consecutive months, AND
- Not overlap more than 6 months from the previous Data submission information.
- Data needs to be resubmitted annually.

Note that the data submitted for subsequent certifications is not required to be continuous from the previous 12 months or have no gaps. This is no longer an issue that will be queried by the GBCA as the data periods are no longer required to fall within the former 'Performance Period'.

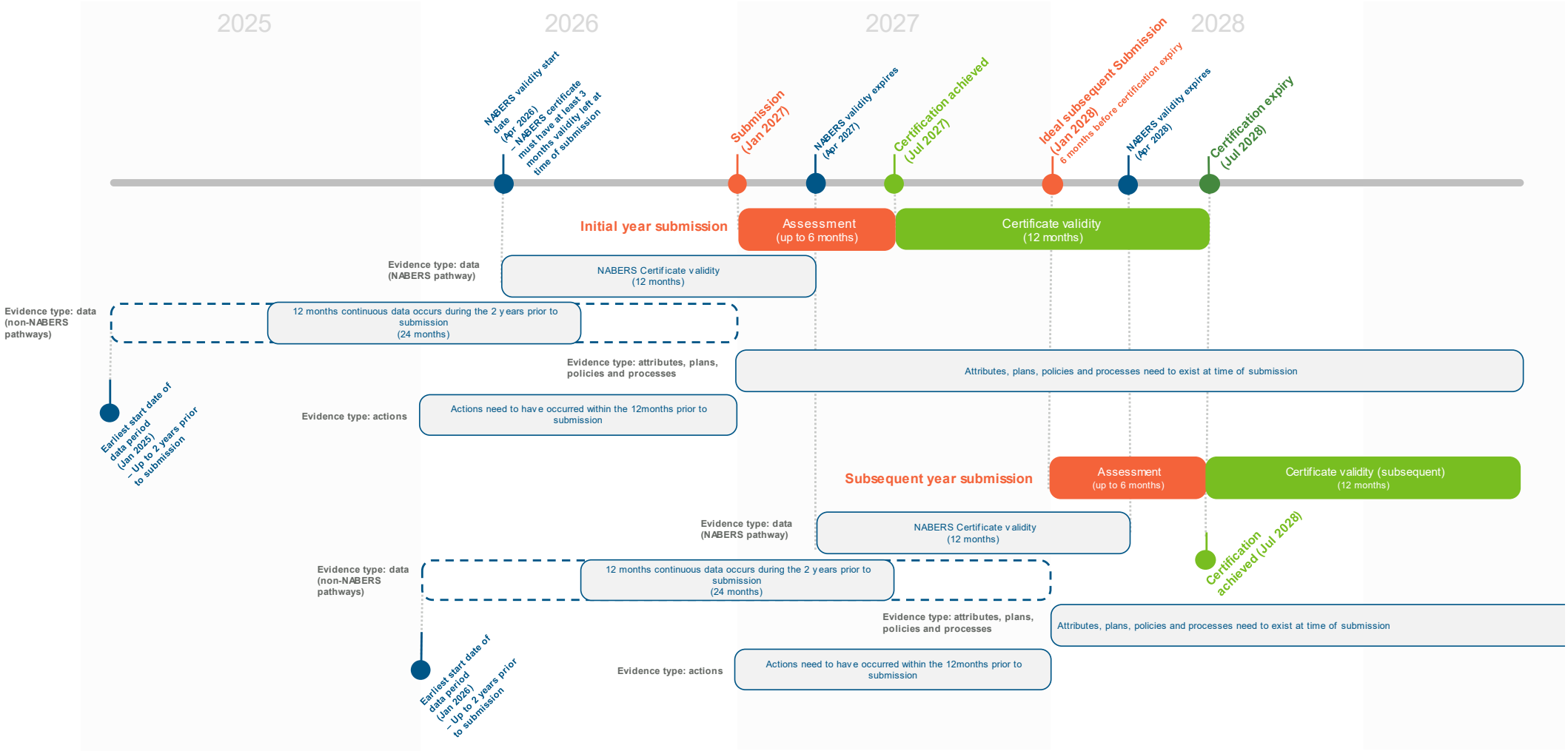
Evidence type: Action

- Actions need to have occurred in the past 12 months PRIOR to Round 1 submission.
- Refer to **Submission frequency and evidence approaches for each credit criteria** for information on submission frequency for evidence of action.

Evidence type: Attribute, plan, policy, process

- needs to exist at time of submission.
- Refer to **Submission frequency and evidence approaches for each credit criteria** for information on submission frequency for evidence of attributes, plans, policies and processes.

Example scenario showing when evidence needs to occur, for an initial year and subsequent year submission



Example submission scenario showing when evidence needs to occur in relation to submissions. Note: dates are examples only.

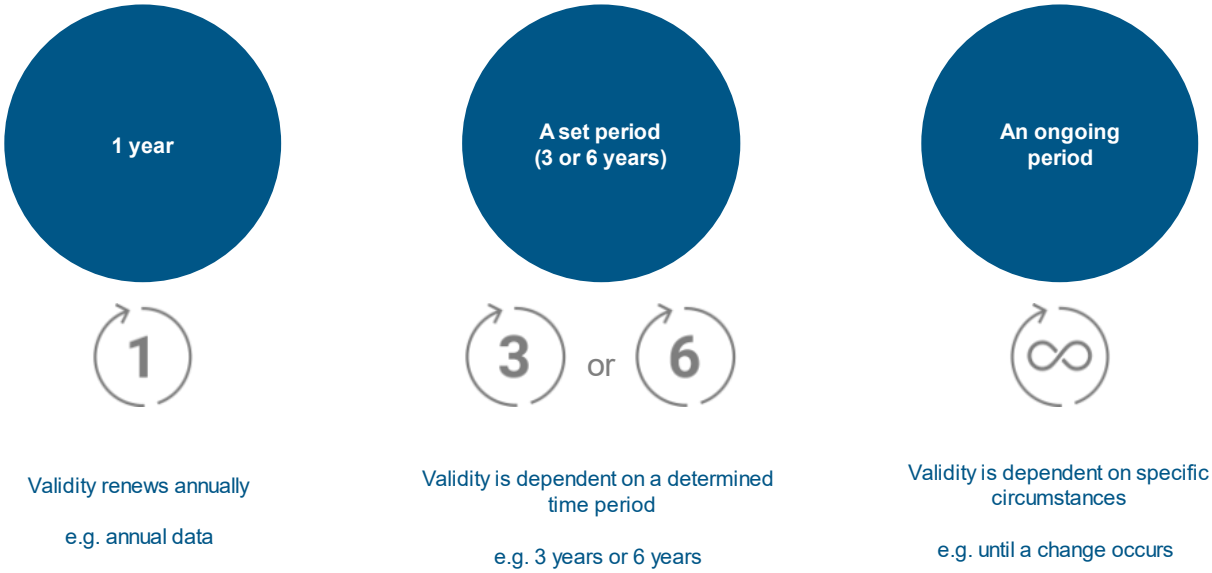
Understanding the annual certification cycle

Submission frequency

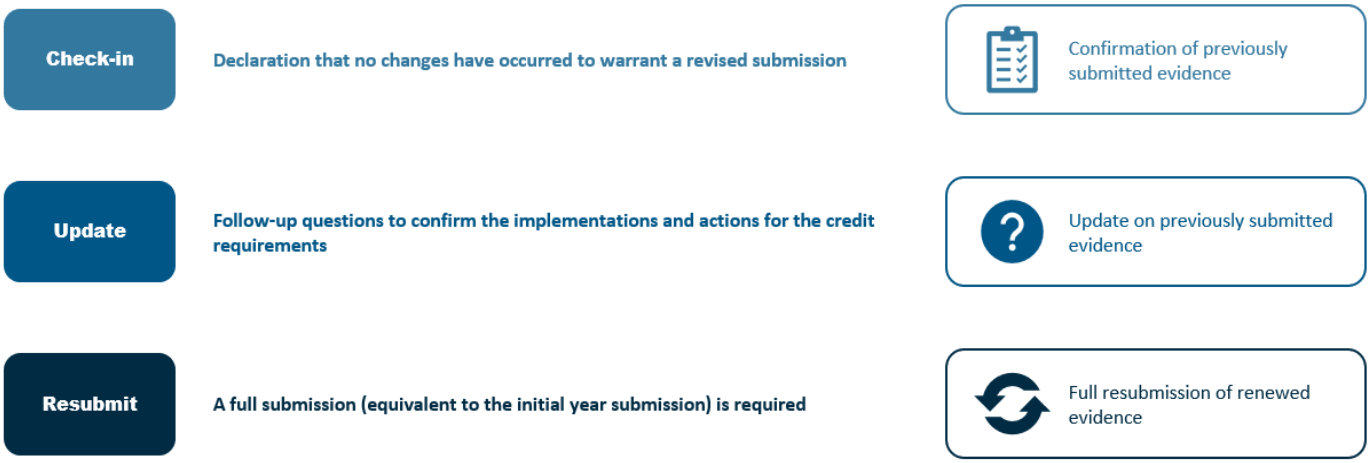
To retain continuous certification, submissions (and registration) will need to be made each year. To account for this, Green Star Performance v2 only requires additional information relevant to that year rather than a full submission being made each year.

Evidence for some credit requirements must be submitted each year (e.g., Energy Use and Water Use) because these requirements look retrospectively at how the building has performed. Other credits (e.g., Health Promotion) ask for plans that are forward-looking, and then require a smaller annual review of the previous year's actions. There are also credits where the credit can remain awarded for an extended period (such as Light Quality Credit Achievement, awarded for up to 6 years) or indefinitely (e.g., Movement and Place) provided no changes happen to the building or management in the intervening years.

In summary, where a credit requirement is targeted and points awarded, the evidence may remain valid for either:



Information on the maximum time credit criteria can remain awarded for, and whether interim information needs to be provided in the intervening years' submissions is outlined in the requirements section of the Submission Guidelines, and the Submission frequency and evidence approaches for each credit criteria within this document. Depending on the credit requirements, the amount of evidence will vary in the intervening years, as below:



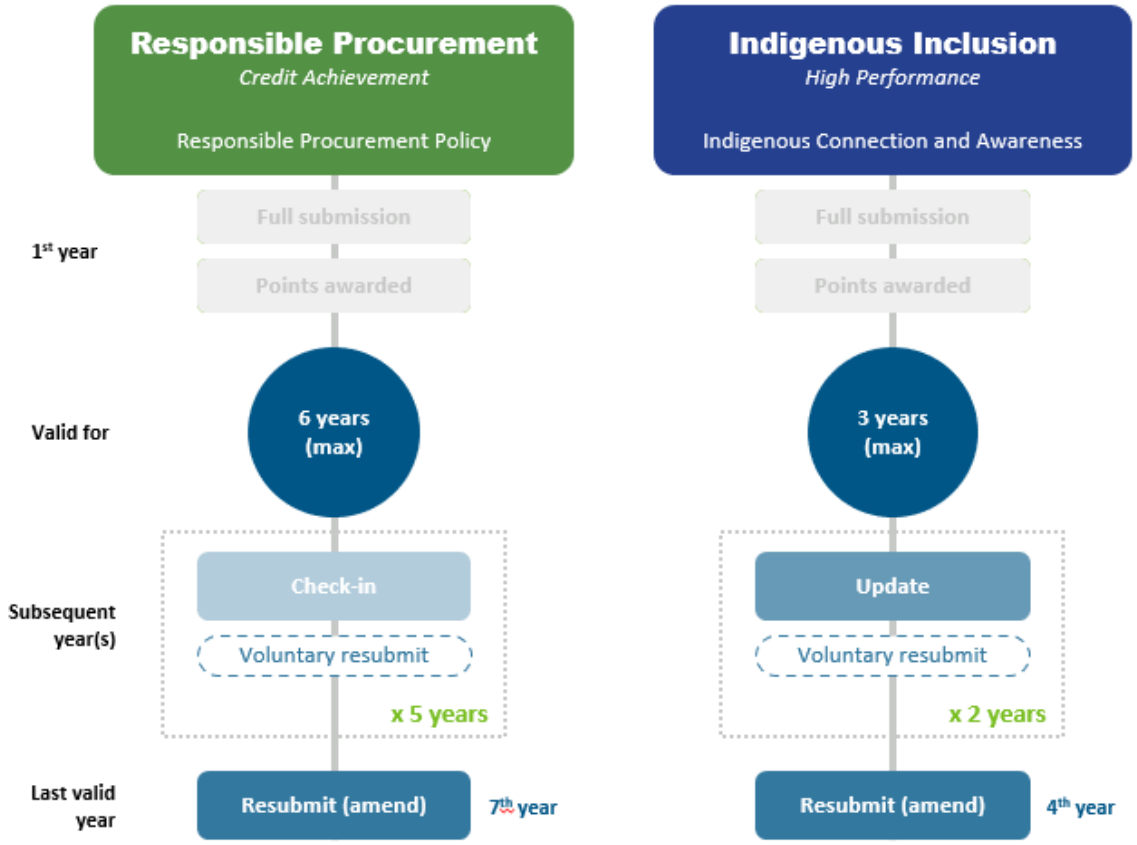
Typically, the following applies unless a significant change occurs (guidance on what qualifies as significant changes is provided in the credit):

- **Action**: needs to be demonstrated every year
- **Annual progress report**: submitted each year between full submissions
- **Attribute**: only needs to be submitted the first time (initial certification of the building)
- **Data**: needs to be submitted every year
- **Plan**: needs to be resubmitted at least every three years
- **Policy**: needs to be reviewed and resubmitted at least every six years
- **Process**: needs to be reviewed and resubmitted at least every six years

These dates are taken from the first year the credit is awarded (initial certification). Variations on the above may occur in the credits, based on the intended outcome. This is outlined in the requirements.

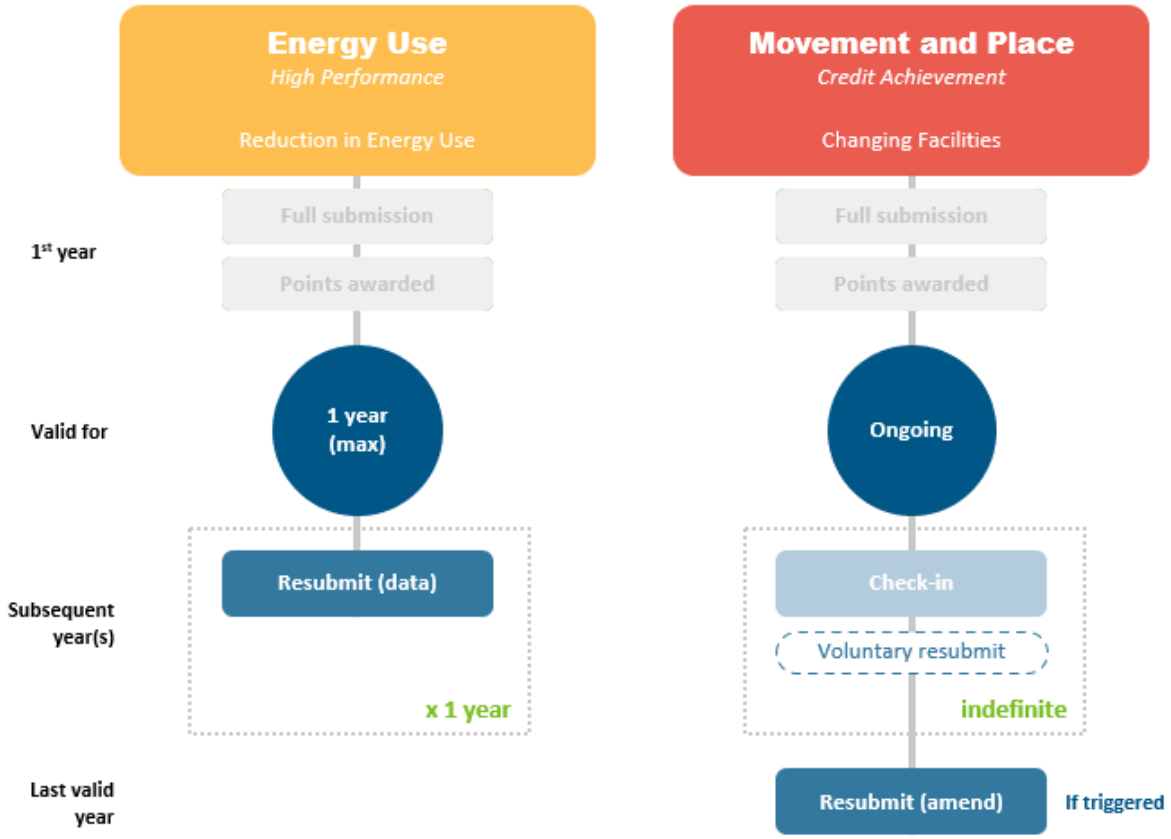
Applicants may opt to update evidence and resubmit earlier than these timeframes require. Where evidence is resubmitted earlier than the timeframes require, the timeframe for the validity of the evidence is reset at the maximum set period.

In the following example, the two credits below have criteria where evidence can be valid for 6 years and 3 years respectively. In subsequent years, the amount of documentation required is reduced, until the project is required to resubmit again.



In the following example, the Energy Use credit's required evidence is data and this is valid for 1 year, hence evidence is required to be submitted annually.

The Movement and Place requirement is an attribute, and so the validity is ongoing unless triggers occur that affect compliance, as detailed in the submission guidelines.



Evidence approaches

Green Star Performance v2 has been developed with the knowledge that many buildings are operated as a part of a broader campus or portfolio.

Portfolio submission is an optional approach to Green Star Performance v2. It is open to any organisation that owns and/or operates multiple buildings. This may include, but is not limited to:

- Owners or operators of multiple buildings
- University campuses or large school campuses.
- Hospital, health groups, large hospital campuses, and/or multiple health facilities.
- Local, state or federal government departments managing a number of buildings.

To streamline the amount of evidence needed, information for credit criteria can be submitted at three different levels:

The approach can be chosen by the project team according to what is available and relevant to target. See List of Evidence Approaches and Submission Frequency for each Credit Criteria.

For a portfolio or multiple building submission, an Applicant can target credit criteria that can be resolved at group, organisational or portfolio level. Criteria like this may be targeted by drawing upon organisational policies, management practices, standard processes, service agreements, reporting mechanisms or similar actions that apply to multiple buildings within a portfolio. At least two buildings must be included in a portfolio.

For such criteria, the rating tool allows for documentation to be submitted once and have those credits be awarded for multiple buildings. Other criteria can then be met by providing individual building level documentation.

In a Portfolio assessment, individual buildings achieve certification based on their final individual score (composed of any points awarded the individual building level and points awarded at the portfolio or multiple buildings level). The portfolio does not receive a formal rating but is provided with a report showing an area-weighted average rating of all buildings included within.

In the following diagrams showing the different ways project teams can target a credit, submission evidence is represented by the following symbols:

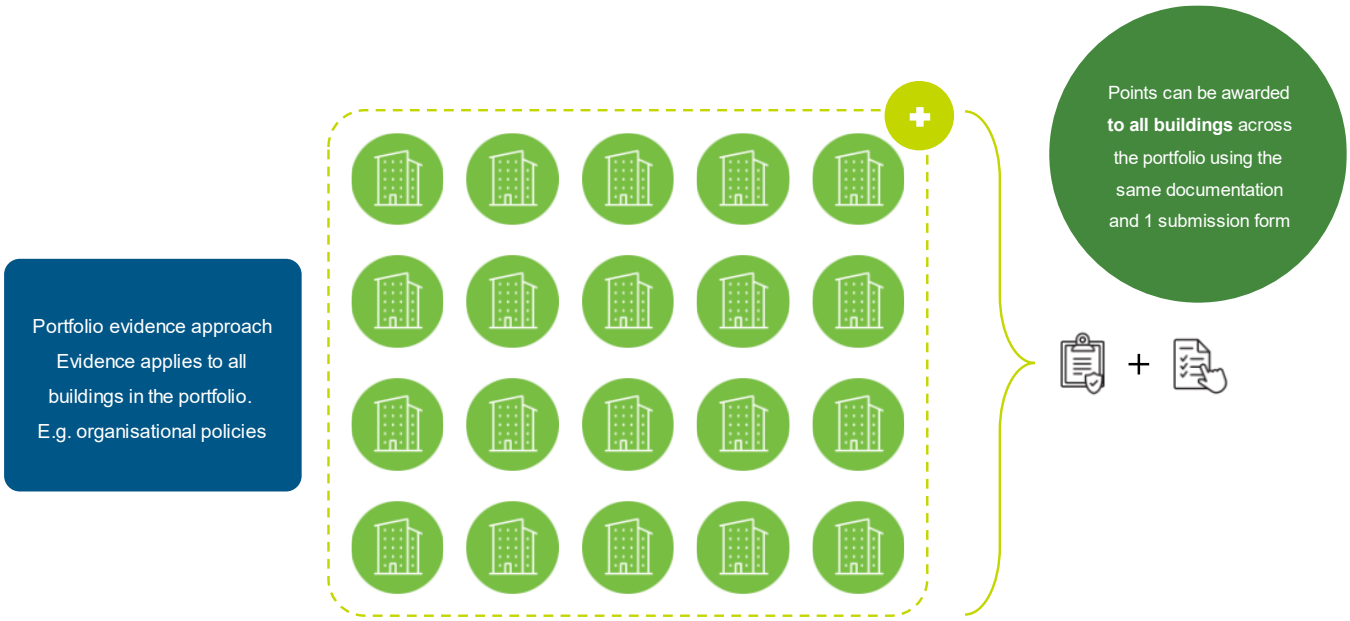
Documentation (includes calculators)

Submission Form

Portfolio evidence approach

where the evidence applies to all buildings in the portfolio.

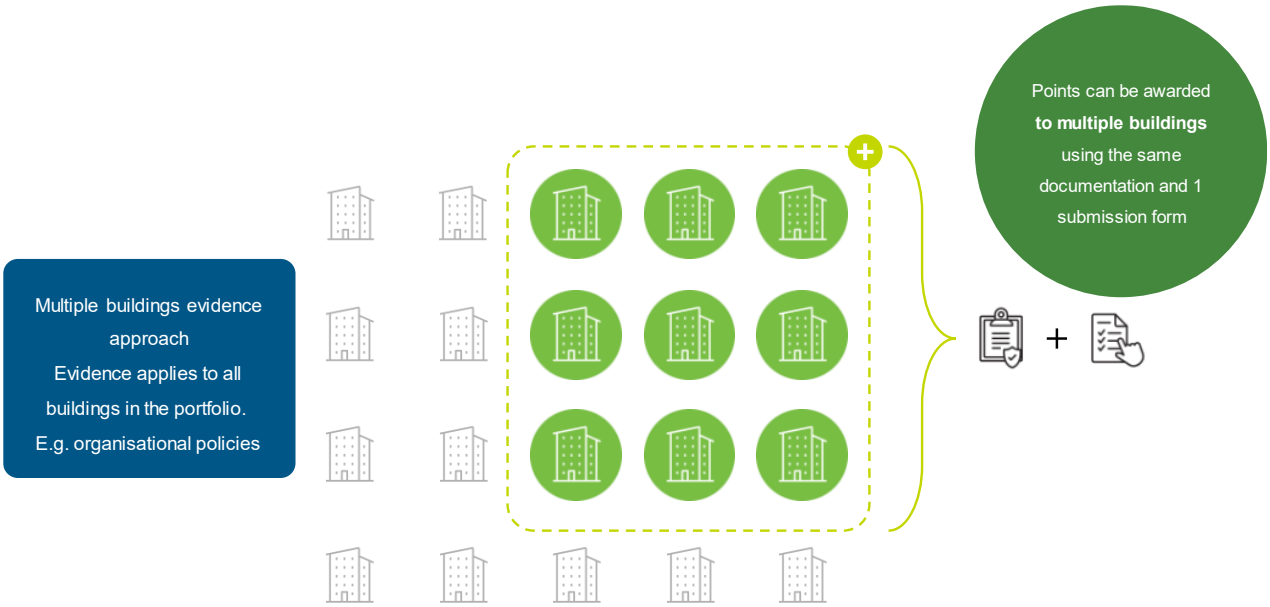
E.g., organisational policy that is implemented across all buildings in the portfolio.



Multiple buildings evidence approach

where the evidence applies to a group of buildings in the portfolio, such as evidence that is applicable to a group of buildings that are the same building type or are in the same locality or state.

E.g., common plan or process. In this instance, documentation is common to the group of buildings in the portfolio and the buildings that documentation applies to is provided in the submission.

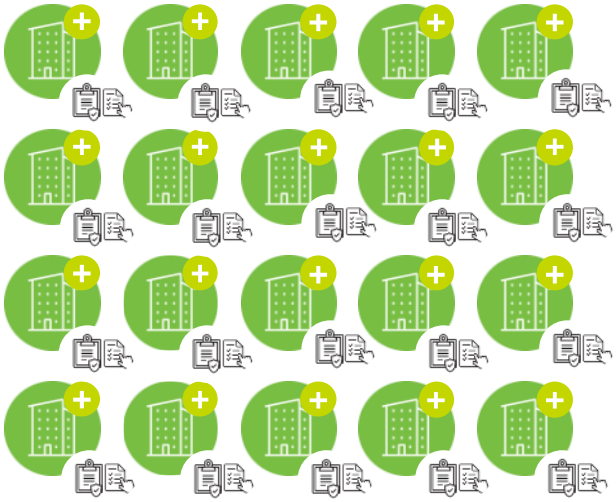


Individual buildings evidence approach

where the evidence is applicable to individual buildings and is building specific.

E.g., building attributes or data. In this instance, Documentation is needed per building or combined as one pdf provided evidence demonstrates compliance on a building level.

Individual buildings evidence approach
Evidence is building specific and applicable to individual buildings in the portfolio.
E.g. building attributes or data



Points can be awarded **to individual buildings** using separate submission forms and documentation

Submission frequency and evidence approaches for each credit criteria

The following 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.

The 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. The following is an example of the Responsible Resource Management credit's submission frequency, collated from the credit requirements in the submission guidelines.

Credit	Performance Level	Criterion	Submission Frequency
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

Project teams may choose to submit evidence that applies to 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 at Portfolio or Multiple Buildings, project teams must submit evidence as per the available options. The columns on the right hence display how the project can submit evidence, and hence the amount of documentation and submission templates required for the submission.

Credit	Performance Level	Criterion	Evidence can be submitted as follows:		
			Portfolio	Multiple Buildings	Individual Buildings
Responsible Resource Management	Credit Achievement	Operational Material and Resource Management Policy	●	●	●
	High Performance	Operational Material and Resource Management		●	●
		Data Collection			●
		On-site Facilities			●
	Exceptional Performance	Circular Economy Framework	●	●	●

List of Evidence Approaches and Submission Frequency for each Credit Criteria

Responsible category

Credit	Performance Level	Criteria	Criteria Type	Submission Frequency (i.e. how frequently a full resubmission is required)	Subsequent Submission	Evidence can be submitted as follows:		
						Portfolio evidence approach	Multiple Buildings evidence approach	Individual Buildings evidence approach
Industry Development	Credit Achievement	Green Star Accredited Professional	Process	Annual	Resubmit	●	●	●
		Marketing Sustainability Achievements	Process	Annual	Resubmit	●	●	●
		Green Star Case Study	Process	At least every 3 years	Check in	●	●	●
Responsible Operations	Credit Achievement & High Performance	Environmental Performance Targets	Process	At least every 6 years	Check in	●	●	●
		Environmental Management Plan	Plan	At least every 3 years	Check in			●
		Environmental Management System	Plan	At least every 3 years	Check in	●	●	●
Ongoing Verification	Credit Achievement & High Performance	Metering and Monitoring	Process	At least every 3 years	Check in			●
		Building Information and Optimisation	Plan	At least every 3 years	Check in			●

Credit	Performance Level	Criteria	Criteria Type	Submission Frequency (i.e. how frequently a full resubmission is required)	Subsequent Submission	Evidence can be submitted as follows:		
						Portfolio evidence approach	Multiple Buildings evidence approach	Individual Buildings evidence approach
Responsible Resource Management	Credit Achievement	Operational Material and Resource Management Policy	Policy	At least every 6 years	Check in	●	●	●
	High Performance	Operational Material and Resource Management	Plan	At least every 3 years	Check in		●	●
		Data Collection	Plan	Annual	Resubmit			●
		On-site Facilities	Attribute	Initial submission and/or once upgrades occur	Check in			●
	Exceptional Performance	Circular Economy Framework	Policy	Annual outcomes report with review at least every 3 years	Update	●	●	●
Responsible Procurement	Credit Achievement	Responsible Procurement Policy	Policy	At least every 6 years	Check in	●	●	●
		Risk and Opportunity Assessment	Plan	At least every 3 years	Check in	●	●	●
	High Performance	Responsible Procurement Plan	Plan	At least every 3 years	Check in			●

Healthy category

Credit	Performance Level	Criteria	Criteria Type	Submission Frequency (i.e. when a full resubmission is required)	Subsequent Submission	Evidence can be submitted as follows:		
						Portfolio evidence approach	Multiple Buildings evidence approach	Individual Buildings evidence approach
Clean Air	Credit Achievement	Clean Air Management	Process	At least every 6 years	Check in	●	●	●
	High Performance	Carbon Monoxide Levels	Plan	Annual	Resubmit			●
	High Performance & Exceptional Performance	Carbon Dioxide Levels	Plan	Annual	Resubmit			●
	Exceptional Performance	Particulate Matter Levels	Plan	Annual	Resubmit			●
		Other Pollutant Sources	Attribute	At least every 3 years	Check in			●
Light Quality	Credit Achievement	Light Quality Management Process	Process	At least every 6 years	Check in	●	●	●
	High Performance & Exceptional Performance	Daylight and Glare	Attribute	At least every 6 years	Check in			●
		Artificial Lighting	Attribute	At least every 6 years	Check in			●
Acoustic Comfort	Credit Achievement	Acoustic Comfort Management Process	Process	At least every 6 years	Check in	●	●	●
	High Performance	Minimum Internal Noise Levels	Attribute	At least every 6 years	Check in			●

Credit	Performance Level	Criteria	Criteria Type	Submission Frequency (i.e. when a full resubmission is required)	Subsequent Submission	Evidence can be submitted as follows:		
						Portfolio evidence approach	Multiple Buildings evidence approach	Individual Buildings evidence approach
		Maximum Internal Noise Levels	Attribute	At least every 6 years	Check in			●
		Acoustic Separation	Attribute	At least every 6 years	Check in			●
		Impact Noise Transfer	Attribute	At least every 6 years	Check in			●
		Reverberation Control	Attribute	At least every 6 years	Check in			●
		External Noise Levels	Attribute	At least every 6 years	Check in			●
Exposure to Toxins	Credit Achievement	Toxin Measurement Process	Process	At least every 6 years	Check in	●	●	●
		Sampling for Toxins	Plan	Annual	Resubmit			●
		New Materials	Policy	At least every 6 years	Check in	●	●	●
	High Performance & Exceptional Performance	Low Air Toxin Levels	Attribute	Annual	Resubmit			●
	Exceptional Performance	Low Water Toxin Levels	Attribute	Annual	Resubmit			●
Thermal Comfort	Credit Achievement	Thermal Comfort Management Process	Process	Annual	Resubmit	●	●	●

Credit	Performance Level	Criteria	Criteria Type	Submission Frequency (i.e. when a full resubmission is required)	Subsequent Submission	Evidence can be submitted as follows:		
						Portfolio evidence approach	Multiple Buildings evidence approach	Individual Buildings evidence approach
	High Performance	Thermal Comfort Levels	Attribute	Annual	Resubmit			●
Connection to Nature	Credit Achievement	Interaction with Nature	Attribute	At least every 3 years	Check in			●
		Views	Attribute	Initial submission and when upgrades occur	Check in			●
		Indoor Plants	Attribute	At least every 3 years	Check in			●
Health Promotion	Credit Achievement	Promoting Healthy Outcomes	Plan	Annual progress report, with review at least every 3 years	Update			●
Health and Hygiene	Credit Achievement	Risk Analysis	Plan	Annual	Resubmit			●
		Prevention and Management Plan	Plan	At least every 3 years	Check in		●	●

Resilient

Credit	Performance Level	Criteria	Criteria Type	Submission Frequency (i.e. when a full resubmission is required)	Subsequent Submission	Evidence can be submitted as follows:		
						Portfolio evidence approach	Multiple Buildings evidence approach	Individual Buildings evidence approach
Climate Change Resilience	Credit Achievement	Climate Change Pre-screening Checklist	Policy	At least every 3 years	Check in			●
	High Performance	Climate Change Risk and Adaptation Assessment	Policy	At least every 3 years	Check in	●	●	●
	Exceptional Performance	Managing Risks for Buildings	Plan	At least every 3 years	Check in			●
Operations Resilience	Credit Achievement	Operational Resilience Risk Assessment	Policy	At least every 6 years	Check in	●	●	●
		Operational Resilience Risk Framework	Process	At least every 6 years	Check in	●	●	●
	High Performance	Managing and Mitigating Risks	Plan	At least every 3 years	Check in			●
Community Resilience	Credit Achievement	Community Resilience Assessment	Process	At least every 3 years	Check in		●	●
		Community Resilience Plan	Plan	Annual progress report, with review at least every 3 years	Update		●	●
	High Performance	Community Engagement	Plan	At least every 3 years	Check in			●

Credit	Performance Level	Criteria	Criteria Type	Submission Frequency (i.e. when a full resubmission is required)	Subsequent Submission	Evidence can be submitted as follows:		
						Portfolio evidence approach	Multiple Buildings evidence approach	Individual Buildings evidence approach
Grid Resilience	Credit Achievement	Grid and Building Analysis	Process	At least every 3 years	Check in			●
	High Performance	Optimal Grid Response	Attribute	At least every 3 years	Check in			●
		Demand Response	Plan	At least every 3 years	Check in			●

Positive category

Credit	Performance Level	Criteria	Criteria Type	Submission Frequency (i.e. when a full resubmission is required)	Subsequent Submission	Evidence can be submitted as follows:		
						Portfolio evidence approach	Multiple Buildings evidence approach	Individual Buildings evidence approach
Energy Use – Pathway A: NABERS Energy Rating	Credit Achievement	NABERS Rating	Data	Annual	Resubmit			●
	High Performance & Exceptional Performance	Reduction in Energy Use	Data	Annual	Resubmit			●
Energy Use – Pathway B: Industry Benchmarks	Credit Achievement	Energy Use Disclosure	Data	Annual	Resubmit			●
	High Performance & Exceptional Performance	Reduction in Energy Use	Data	Annual	Resubmit			●
Energy Use – Pathway C: Peer Group of comparable buildings	Credit Achievement	Energy Use Disclosure	Data	Annual	Resubmit			●
	High Performance & Exceptional Performance	Reduction in Energy Use	Data	Annual	Resubmit			●
Energy Use – Pathway D: Historical Baseline	Credit Achievement	Energy Use Disclosure	Data	Annual	Resubmit			●
	High Performance & Exceptional Performance	Reduction in Energy Use	Data	Annual	Resubmit			●

Credit	Performance Level	Criteria	Criteria Type	Submission Frequency (i.e. when a full resubmission is required)	Subsequent Submission	Evidence can be submitted as follows:		
						Portfolio evidence approach	Multiple Buildings evidence approach	Individual Buildings evidence approach
Energy Use – Pathway E: Tenant Operated Industrial Buildings	Credit Achievement	Asset Register	Data	At least every 3 years	Check in			●
	High Performance & Exceptional Performance	Energy Efficiency Attributes	Data	Initial submission and when updates occur	Check in			●
Energy Source	Credit Achievement	Zero Carbon Action Plan	Policy	Initial submission and when updates occur	Check in	●	●	●
	High Performance	Renewable Electricity	Data	Annual	Resubmit			●
	Exceptional Performance	Renewable Energy	Data	Annual	Resubmit			●
Other Carbon Emissions	Credit Achievement	Eliminating or Offsetting High GWP Refrigerants	Data	Annual	Resubmit			●
		Eliminating or Offsetting Petrochemical Diesel	Data	Annual	Check in			●
	High Performance	Offset Other Emissions	Data	Annual	Resubmit			●
		Climate Active Carbon Neutral Building Certification	Data	Annual	Resubmit			●
Upfront Carbon Emissions	Credit Achievement	Procuring for Upfront Carbon	Policy	At least every 6 years	Check in	●	●	●

Credit	Performance Level	Criteria	Criteria Type	Submission Frequency (i.e. when a full resubmission is required)	Subsequent Submission	Evidence can be submitted as follows:		
						Portfolio evidence approach	Multiple Buildings evidence approach	Individual Buildings evidence approach
	High Performance	Capturing Data	Data	Annual	Resubmit			●
Tenant Energy Source	Credit Achievement	Energy Source Information	Plan	Annual	Resubmit			●
		Active Tenant Engagement	Plan	Annual	Resubmit			●
		Transition to Fossil Fuel Free Tenants	Plan	Annual	Resubmit			●
		Fossil Fuel Free New Tenants	Plan	Annual	Resubmit			●
Tenant Fitout Waste Reduction	Credit Achievement	Quality Fitout Policy	Policy	At least every 6 years	Check in	●	●	●
	High Performance	Setting Tenant Expectations	Plan	At least every 3 years	Check in			●
		Reporting On Outcomes	Data	Annual	Resubmit			●
Waste Reduction	Credit Achievement	Disposal and Recycling Verification – Operational Waste	Policy	Annual	Resubmit			●
		Intensity Metrics – Operational Waste	Policy	Annual	Resubmit			●
	High Performance	Waste Reduction Rates	Data	Annual	Resubmit			●
	Credit Achievement	NABERS Rating	Policy	Annual	Resubmit			●

Credit	Performance Level	Criteria	Criteria Type	Submission Frequency (i.e. when a full resubmission is required)	Subsequent Submission	Evidence can be submitted as follows:		
						Portfolio evidence approach	Multiple Buildings evidence approach	Individual Buildings evidence approach
Water Use – Pathway A: NABERS Water Rating	High Performance & Exceptional Performance	Reduction in Potable Water Use	Data	Annual	Resubmit			●
Water Use – Pathway B: Industry Benchmarks	Credit Achievement	Water Use Disclosure	Policy	Annual	Resubmit			●
	High Performance & Exceptional Performance	Reduction in Potable Water Use	Data	Annual	Resubmit			●
Water Use – Pathway C: Peer Group of comparable buildings	Credit Achievement	Water Use Disclosure	Policy	Annual	Resubmit			●
	High Performance & Exceptional Performance	Reduction in Potable Water Use	Data	Annual	Resubmit			●
Water Use – Pathway D: Historical Baseline	Credit Achievement	Water Use Disclosure	Policy	Annual	Resubmit			●
	High Performance & Exceptional Performance	Reduction in Potable Water Use	Data	Annual	Resubmit			●
	Credit Achievement	Asset Register	Policy	At least every 3 years	Check in			●

Credit	Performance Level	Criteria	Criteria Type	Submission Frequency (i.e. when a full resubmission is required)	Subsequent Submission	Evidence can be submitted as follows:		
						Portfolio evidence approach	Multiple Buildings evidence approach	Individual Buildings evidence approach
Water Use – Pathway E: Tenant Operated Industrial Assets	High Performance & Exceptional Performance	Water Efficiency Attributes	Data	Initial submission and when upgrades occur	Check in			●

Places category

Credit	Performance Level	Criteria	Criteria Type	Submission Frequency (i.e. when a full resubmission is required)	Subsequent Submission	Evidence can be submitted as follows:		
						Portfolio evidence approach	Multiple Buildings evidence approach	Individual Buildings evidence approach
Movement and Place	Credit Achievement	Changing Facilities	Attribute	Initial submission and when upgrades occur	Check in			●
		Amenity and Active Transport Survey	Plan	Annual	Resubmit			●
	High Performance	Occupant Amenities	Attribute	Initial submission and when upgrades occur	Check in			●
		Electric Vehicle Charging	Attribute	Initial submission and when upgrades occur	Check in			●
Enjoyable Places	Credit Achievement & High Performance	Active Places Plan	Plan	Annual progress report, with review at least every 3 years	Update			●
		Publicly Accessible Spaces	Attribute	At least every 3 years	Check in			●
Culture, Heritage, and Identity	Credit Achievement	Cultural Plan	Plan	Annual progress report, with review at least every 3 years	Update			●
Amenity Diversity	Credit Achievement	Diversity of Amenities	Attribute	At least every 3 years	Check in			●

People category

Credit	Performance Level	Criteria	Criteria Type	Submission Frequency (i.e. when a full resubmission is required)	Subsequent Submission	Evidence can be submitted as follows:		
						Portfolio evidence approach	Multiple Buildings evidence approach	Individual Buildings evidence approach
Indigenous Inclusion	Credit Achievement	Reconciliation Action Plan	Policy	Annual	Resubmit	●	●	●
	High Performance	RAP Implementation	Plan	Annual	Resubmit			●
		Indigenous Connection and Awareness	Plan	Annual progress report, with review at least every 3 years	Update			●
Procurement and Economic Inclusion	Credit Achievement	Social Procurement Plan	Plan	Annual progress report, with review at least every 3 years	Update	●	●	●
		Initiatives	Plan	Annual	Resubmit	●	●	●
Inclusive Buildings	Credit Achievement	Accessibility Upgrades	Plan	Annual	Check in			●
	High Performance	Inclusivity Plan	Plan	Annual progress report, with review at least every 3 years	Update			●
		Inclusivity Review Framework	Process	At least every 6 years	Check in			●
	Exceptional Performance	Community Engagement	Plan	At least every 3 years	Check in			●

Credit	Performance Level	Criteria	Criteria Type	Submission Frequency (i.e. when a full resubmission is required)	Subsequent Submission	Evidence can be submitted as follows:		
						Portfolio evidence approach	Multiple Buildings evidence approach	Individual Buildings evidence approach
Privacy	Credit Achievement	Privacy Impact Assessment	Process	At least every 3 years	Check in	●	●	●
		Privacy by Design Framework	Process	At least every 6 years	Check in	●	●	●
		Ongoing Privacy	Plan	At least every 3 years	Check in	●	●	●
	High Performance	Transparency Of Personal Information Practices	Process	At least every 3 years	Check in	●	●	●
		Access of Personal Information	Process	At least every 3 years	Check in	●	●	●

Nature category

Credit	Performance Level	Criteria	Criteria Type	Submission Frequency (i.e. when a full resubmission is required)	Subsequent Submission	Evidence can be submitted as follows:		
						Portfolio evidence approach	Multiple Buildings evidence approach	Individual Buildings evidence approach
Impacts to Nature	Credit Achievement & High Performance	Ecological Report	Plan	At least every 6 years	Check in		●	●
		Light Pollution	Attribute	At least every 6 years	Check in		●	●
Biodiversity Enhancement	Credit Achievement	Biodiversity Management Policy	Policy	At least every 6 years	Check in	●	●	●
	High Performance & Exceptional Performance	Biodiversity Enhancement Plan	Plan	At least every 3 years	Check in		●	●
		Biodiversity On Site	Attribute	At least every 6 years	Check in		●	●
Nature Stewardship	Credit Achievement	Activities to Protect or Restore	Plan	Annual progress report, with review at least every 6 years	Update	●	●	●
		Site Attributes	Attribute	Annual	Resubmit	●	●	●
Waterway Protection	Credit Achievement & High Performance	Stormwater Systems Review	Process	At least every 3 years	Check in			●
		Stormwater Management Review	Process	At least every 3 years	Check in			●

Leadership category

Credit	Criteria	Criteria Type	Submission Frequency (i.e. when a full resubmission is required)	Subsequent Submission	Evidence can be submitted as follows:		
					Portfolio evidence approach	Multiple Buildings evidence approach	Individual Buildings evidence approach
Market Transformation	Innovative Initiatives	-	Dependent on the claim	-	●	●	●
Leadership Challenges	Dependent on GBCA release	-	Dependent on GBCA release	-	●	●	●

Appendix

Appendix A. Structure of a category and credit

The following page shows a category page from the Green Star Performance v2 Submission Guidelines, with key sections annotated to explain the structure.

The following pages show a credit from the Green Star Performance v2 Submission Guidelines, with key sections annotated to explain the structure.

For more information, the credit structure is explained in detail in the Green Star Performance v2 Submission Guidelines introduction.

Category

Category objective

Summary of the outcomes of credits within the category

A list of the core credits in the category, the performance levels they each contain, and how many points are available in each performance level.

Responsible

The Responsible category recognises plans and actions that ensure portfolios and buildings are operating and procuring in a responsible manner. The category aims to help building owners, facility management, and the supply chain on the sustainability journey.

Credits in this category:

- Ensure collaboration is at the heart of the operations and procurement of the building
- Reward responsible operation practices for improved environmental outcomes
- Validate that the building can perform optimally and efficiently over time
- Divert waste from operations from entering landfill
- Promote and reward responsible procurement processes

Credit	Credit Achievement	High Performance	Exceptional Performance
Industry Development	1		
Responsible Operations	1	1	
Ongoing Verification	1	2	
Responsible Resource Management	1	1	2
Responsible Procurement	2	2	

Credit name

Category

Credit number

Total points available in the credit

Credit outcome
Outlines the result of achieving the Criteria outlined within the Credit.

Performance level
There are three Performance levels in Green Star Performance v2. Each Performance Level has an associated number of points (between 1-3pts), which can be achieved by meeting the Criteria within the Performance Level (each criterion summarised in a red dot point here) Note that not all Credits have all three performance levels.

Criteria
Each dot point in this table is a criterion. The Criteria are abbreviated into headings in green on the subsequent pages of the credit and contain detailed requirements which need to be met to demonstrate compliance with the Criteria.

Rating expectations
Displays the rating expectations applicable to the credit.

Additional information…
Includes the following information:
Scope of the credit – establishes the boundary for application of the credit criteria and outcome. Where there are different scopes based on operational typology, this will be outlined in this section. If no sector specific guidance has been provided, it is assumed the scope is the same for all buildings, regardless of how the building is operated.

Responsible Resource Management

Responsible

Credit: 4

Points: 4

Outcome

The building's operational practices promote circular economy practices in its handling of waste and procurement of materials and products.

Criteria

Credit Achievement	**1 point**	• An operational material and resource management policy for materials and products is in place.
High Performance	**1 point**	In addition to *Credit Achievement* • An operational material and resource management plan has been developed and is in use by the facilities management team. • Accurate measurement of waste generated in the building has occurred. • The building has dedicated and adequately sized areas for resources and waste in line with the plan.
Exceptional Performance	**2 points**	In addition to *Credit Achievement* • A circular economy framework has been implemented that addresses products and materials.

Rating Expectations

The rating expectations outline the performance level required to achieve a certain star rating.

2 star & above	Meets *Credit Achievement*

Additional information

Scope of credit

Operational practices on waste management, procurement, leasing, and refurbishments. It also includes actions to create circular economy opportunities for tenants.

Owner occupied	Waste generated across the whole building.

…Additional information

Stage Implementation –
Lists the stage/s of implementation when evidence needs to occur.

Synergies with other credits –
Lists other credits with related outcomes.

Sustainable Development Goals –
Lists related Sustainable Development Goals.

Relevant reporting initiative –
Lists relevant reporting initiatives, such as GRESB.

Requirements
Explains the requirements of the credit broken down into Performance Levels and their criteria and describes the method for demonstrating compliance with each Criteria.
Each Performance Level heading is in light green. Below the Performance Level heading is a list of the criteria headings within the Performance Level.
Each Criteria heading is in green and followed by the detailed requirements of the criteria.
Projects should meet the requirements as outlined to be awarded the credit points. Alternatively, if the project would like to meet the intent of the credit by other means, contact the GBCA via a Technical Question or request a workshop.

Pathways

Some criteria contain 'Pathways', that is, different requirements to achieve the criteria outcome dependent on factors such as the operational arrangement of a building etc. Note that in a few cases, such as in the case of the 'Energy Use' and 'Water Use' credits, 'Pathways' have separate sets of criteria.

Green Star Performance v2 — Responsible Resource Management

Tenant occupied	Waste generated across the whole building including tenants. Specialty tenant waste streams such as confidential document disposal or manufacturing waste are not included in the scope of this credit.
Tenant operated	Building fabric and upgrades.

Stage implementation

Policy **Process** **Plan** Action Data **Outcome** **Attribute**

Synergies with other credits

- Responsible Procurement
- Waste Reduction
- Other Carbon Emissions

Sustainable Development Goals

- Goal 11 (Sustainable Cities and Communities)
- Goal 13 (Climate Action)

Relevant reporting initiatives

- None

Requirements

Credit Achievement

The building complies with the following criteria:

- Operational Material and Resource Management Policy

Operational Material and Resource Management Policy

A policy addressing the management of end-of-life practices has been developed and implemented.

There are two pathways available for this criterion as below:

Pathway	Requirements
Owner occupied and tenant occupied buildings	A material and resource management policy has been implemented addressing the management of end-of-life practices for materials, products, and consumables from building operations and building refurbishments, maintenance, and upgrades. The policy as a minimum considers: • Targets for waste reduction • Downstream supply or resource management partnerships • Strategies related to recycling streams to be collected (where relevant) including: – Paper and cardboard – Glass

Submitting for certification

Portfolio submissions –
A general note about the evidence approaches available for the credit. Where evidence for all criteria in a credit can only be submitted at individual building level, this will be noted here.

Submission frequency –
A general note about the Submission frequency.
Note that the full List of Evidence Approaches and Submission Frequency for each Credit Criteria is in this guidance document.

Sampling –
A general note about whether this credit may be subject to sampling.

Submission content
A standard note about what evidence is required to be submitted to demonstrate compliance with performance levels in this credit.

Recommended documentation –
Indicates recommended documentation that can be used as evidence, stating also when this includes a completed calculator.

Green Star Performance v2 | Responsible Resource Management

Submitting for certification

Portfolio submissions

Project teams can choose if the evidence is submitted for all buildings in the portfolio, for multiple buildings, or for individual buildings, where the option is available. Where a performance level has multiple criteria and one criterion may only be met at the Individual building level, the performance level can only be awarded once that criterion is achieved. Refer to Portfolio submissions in the Introduction for further information.

Submission frequency

Submissions are made each year to retain continuous certification, however the rating tool has been designed to only require information relevant to that year rather than a full submission being made each year. Information on how frequently credit criteria needs to be submitted will be published in a separate guidance document. Refer to Submission frequency in the Introduction for further information.

Where a credit has been awarded for multiple years, project teams may be required to resubmit in subsequent years if any of the following occurs and affects compliance with the credit:

- Building works have occurred
- There is a change in ownership
- There is a change in building management
- There is a change in anchor tenants or more than 50% turnover in tenants
- There are any other changes that affects the building's compliance with the credit criteria.

Sampling

The submission for this credit may be subject to sampling. Refer to Sampling in the Introduction for further information.

Submission content

Evidence for this credit is made up of:

- **Submission form** through Green Star Online
- **Documentation** to support claims made in the submission

Recommended documentation

Operational Material and Resource Management Policy

- A management policy that demonstrating compliance with the credit requirements.
- Process to annually review the policy and every six years.

Operational Material and Resource Management

- Operational material and resource management plan

Data Collection

- NABERS Waste Verification report or other waste reports

On-site Facilities

- Site Plan and/or architectural plans highlighting the location of relevant waste facility areas, demonstrating:
  - Collection of waste streams
  - Dedicated waste storage area

…Submission content

Guidance

The guidance section includes additional information relevant to this credit that is useful to the project when pursuing actions and strategies to meet the criteria, including resources and suggested standards.

- Access to waste storage area
- Layout of equipment and bin storage

- Calculations used to demonstrate that the dedicated waste storage area provided is adequately sized

Circular Economy Framework

- Circular economy framework

Alternate documentation can also be used to demonstrate compliance. The key requirement is that evidence is provided to support each claim made within the Submission Form.

Guidance

Operational Material and Resource Management Policy

Buildings may target this criterion by demonstrating that the policy has been developed at a portfolio level as per the requirements of the credit and that there is a way for relevant stakeholders to access the policy. It does not need to be demonstrated for individual buildings in a portfolio.

Operational material and waste management plan

For hotel buildings, guidance may be provided on the efficient use of cleaning materials and products, sustainable event management (such as recycling and composting waste from events, or reduction of consumables), and food and beverage management.

For tenant operated assets, such as industrial buildings, tenant operational material and waste management plan can be used to demonstrate compliance.

Scope of data integrity

For the tenant operated assets, the scope of the criterion *Data Integrity* applies to what is within the control of the building owner, i.e., capital works maintenance and upgrades.

Waste and Recycling Facilities

Waste and recycling facilities are in line with any relevant WHS legislations.

Number of bins

To determine the number and location of waste bins for collection within the building, project teams may consult a waste specialist or develop an in-house plan.

On-site facilities

Compliance has been demonstrated for individual buildings targeting this credit. The requirement can be submitted the first year the building is targeting the credit requirement and will be considered met year on year unless changes are made to the building.

Circular Economy Framework

Buildings may target this criterion by demonstrating the framework has been developed at a portfolio level as per the requirements of the credit and that there is a way for relevant stakeholders to access the framework.

Miscellaneous waste

Consideration should be given to waste that is brought to the building by tenants or building occupants such as coffee cups, packaging, etc. GBCA will consider such waste within the scope of this credit for future revisions.

NABERS Material Recovery Score

The Material Recovery Score (MRS) recognises a building's contribution to better resource recovery, by rewarding the best feasible recovery of materials. A Material Recovery Score is applied to each rating. The score adjusts the rating to reflect the recovery outcomes of materials leaving the building. The value of the score is a number between 0-6, to two decimal places, and is determined by a NABERS Accredited Assessor through the use of the Material Recovery Score tab of the NABERS Waste calculation spreadsheet.

Definitions

This section outlines a clear definition of terms used in this credit. Definitions will help the project team understand

Supporting information

This section includes a summary of any reference standards needed to demonstrate compliance with the credit criteria, or other resources that are relevant to the outcome.

Definitions

General waste materials

Includes all waste streams not clearly identified as being recyclable / reusable materials and resources.

Recyclable / reusable materials

Materials that can reused or be made into new products to prevent them from being sent to landfill.

Supporting information

The following resources support this credit:

- Better Building Partnership: Waste Management Plan
- NABERS Waste
- Ellen Macarthur Foundation: Material Circularity Indicator
- Circular Transition Indicators (CTI)

Appendix B. Example submission timeline of a 3 star building

The following submission timeline is based on an example 3 star building that is undergoing certification for 8 years in a row. The scenario is follows:

- The project team wishes to maintain a 3 star Green Star Performance v2 rating from 2023 onwards.
- In 2023, the project targets the following Rating Expectation credits for a 3 star rating:

- Ongoing Verification – Credit Achievement
- Responsible Resource Management – Credit Achievement
- Climate Change Resilience – Credit Achievement
- Waste Reduction – Credit Achievement
- Water Use – Credit Achievement
- Energy Source – Credit Achievement
- Energy Use – Credit Achievement

- The project targets the following additional credits for a total of 15 points for the 3 star rating:
  - Industry Development – Credit Achievement
  - Clean Air – Credit Achievement
  - Light Quality – Credit Achievement
  - Exposure to Toxins – Credit Achievement
  - Connection to Nature – Credit Achievement
  - Energy Use – High Performance
  - Water Use – High Performance
- The project has been awarded all targeted credits in its initial submission.
- For each subsequent year between full submissions, the project team is asked to fill in a declaration for the criteria to confirm that no changes have occurred. This is represented by cells with no symbol.
- A voluntarily update to the Responsible Resource Management credit is submitted in Year 2 due to an update in the organisational Operational Material and Resource Management Policy.
- In 2030, the following additional credits are targeted in order to meet the Climate Positive Pathway requirements for a 3 star rating:
  - Energy Source – High Performance
  - Upfront Carbon Emissions – Credit Achievement
  - Tenant Energy Source – Credit Achievement
  - Tenant Fitout Waste Reduction – Credit Achievement

Key:

- ● Full evidence as per the submission guidelines is submitted
- ○ The project team has submitted an annual progress report for the plan.
- ■ The project team has updated the credit submission voluntarily or due to a change that affects compliance with the credit
- ● Annual data is submitted

Orange cell	Climate positive pathway

Credits	Criterion	2023 (Year 1)	2024 (Year 2)	2025 (Year 3)	2026 (Year 4)	2027 (Year 5)	2028 (Year 6)	2029 (Year 7)	2030 (Year 8)
Ongoing Verification *Credit Achievement*	Metering and Monitoring or	●			●			●	
	Building Information and Optimisation	●			●			●	
Responsible Resource Management *Credit Achievement*	Operational Material and Resource Management Policy	●	■						●
Energy Source *Credit Achievement*	Zero Carbon Action Plan	●						●	
Climate Change Resilience *Credit Achievement*	Climate Change Pre-screening Checklist	●			●			●	
Energy Use *Credit Achievement*	NABERS Rating or Energy Use Disclosure	●	●	●	●	●	●	●	●
Waste Reduction *Credit Achievement*	Disposal and Recycling Verification – Operational Waste	●	●	●	●	●	●	●	●
	Intensity Metrics – Operational Waste	●	●	●	●	●	●	●	●
Water Use *Credit Achievement*	NABERS Rating or Water Use Disclosure	●	●	●	●	●	●	●	●
Industry Development	Green Star Accredited Professional	●	●	●	●	●	●	●	●

Credits	Criterion	2023 (Year 1)	2024 (Year 2)	2025 (Year 3)	2026 (Year 4)	2027 (Year 5)	2028 (Year 6)	2029 (Year 7)	2030 (Year 8)
Credit Achievement	Marketing Sustainability Achievements	●	●	●	●	●	●	●	●
	Green Star Case Study	●			●			●	
Clean Air *Credit Achievement*	Clean Air Management	●						●	
Light Quality *Credit Achievement*	Light Quality Management Process	●						●	
Exposure to Toxins *Credit Achievement*	Toxin Measuerment Process	●						●	
	Sampling for Toxins	●	●	●	●	●	●	●	●
	New Materials	●						●	
Connection to Nature *Credit Achievement*	Interaction with Nature	●			●				
	Views	●				■			
	Indoor Plants	●			●			●	
Energy Use* *High Performance*	Reduction in Energy Use	●	●	●	●	●	●	●	●
Water Use *High Performance*	Reduction in Water Use	●	●	●	●	●	●	●	●

Credits	Criterion	2023 (Year 1)	2024 (Year 2)	2025 (Year 3)	2026 (Year 4)	2027 (Year 5)	2028 (Year 6)	2029 (Year 7)	2030 (Year 8)
Energy Source *High Performance*	Renewable Electricity							●	●
Upfront Carbon Emissions *Credit Achievement*	Procuring for Upfront Carbon								●
Tenant Energy Source *Credit Achievement*	Energy Source Information								●
	Active Tenant Engagement								●
	Transition to Fossil Fuel Free Tenants								●
	Fossil Fuel Free New Tenants								●
Tenant Fitout Waste Reduction *Credit Achievement*	Quality Fitout Policy								●

* per Climate Positive Rating Expectations from 2026 onwards

** per Climate Positive Rating Expectations from 2030 onwards

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Building a sustainable future