



## ENERGY EFFICIENCY IN GOVERNMENT OPERATIONS: GOVERNMENT GREENHOUSE ENERGY REPORTING (GGER)

### What is the GGER Program?

The Government Greenhouse Energy Reporting (GGER) Program is the Australian Government's reporting framework for the *Energy Efficiency in Government Operations* (EEGO) policy.

The EEGO policy forms part of the Australian Government's climate change strategy. The aim of the policy is to improve energy efficiency, and consequently reduce the whole of life cost and environmental impact of Government operations, and by so doing, lead the community by example.

The EEGO policy is administered by the Department of Climate Change and Energy Efficiency (DCCEE). All agencies are required to report their annual energy use data and summary reports<sup>1</sup> to DCCEE, by the last working day of October each year.

### Who needs to report?

The EEGO policy applies to all Australian Government agencies covered by the *Financial Management and Accountability Act 1997* and all agencies and statutory bodies covered by the *Commonwealth Authorities and Companies Act 1997* whose operations are substantially budget-dependent<sup>2</sup>.

### How does my organisation report?

Reporting is completed via the GGER program of the [Online System for Comprehensive Activity Reporting \(OSCAR\)](#).

Fact sheets on entering data and responding to survey questionnaires within OSCAR are available from the [Department's website](#).

For further information on the Government Greenhouse Energy Reporting process, please contact the GGER Helpdesk by email at [GGER.Help@climatechange.gov.au](mailto:GGER.Help@climatechange.gov.au).

### When does my organisation need to report?

All agencies covered by the EEGO policy are required to submit their energy data to DCCEE via OSCAR by the close of business on the last working day of October each year.

DCCEE then reviews each agency's submission for completeness and accuracy. DCCEE works with all agencies to verify their final data and reports, including changes recommended by DCCEE to address anomalies and gaps. Agencies must verify their final data submission within 30 days of the date on which it was provided by DCCEE.

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<sup>1</sup>Summary reports include an explanation of any inconsistencies with the requirements of the EEGO policy, description of energy efficiency measures implemented, voluntary improvements, major refurbishments and new leases.

<sup>2</sup>Budget dependent agencies are defined as deriving more than half of departmental/agency funds either directly or indirectly from the Commonwealth.





## What happens next?

Following the submission of data, it is the responsibility of DCCEE to aggregate, summarise, and analyse the verified data for the purpose of compiling the annual report [Energy Use in the Australian Government's Operations](#), to be tabled in Parliament before the last working day of April each year.

This report totals the annual energy use and estimates greenhouse gas emissions for all Government operations.

The primary functions of the annual report are to:

- Present a breakdown of energy use in the Australian Government's operations, according to activity type, portfolio and agency
- Compare Australian Government agencies' energy efficiency in relation to the targets set in the EEGO policy
- Present a best estimate of the greenhouse gas emissions resulting from the activities of the Australian Government.

The reporting process is subject to public scrutiny through tabling in Parliament. To download an electronic copy of the report go to [www.climatechange.gov.au](http://www.climatechange.gov.au), click on Publications, and follow the links to the Energy Use in the Australian Government Operations

## What information does my agency need to report?

Under the EEGO policy, agencies are required to report the following data to DCCEE for all facilities and vehicles over which an agency has direct financial control:

- **Energy Consumption:** Energy consumption data is required on a financial year basis; by fuel type, location and end-use category (see Table 2, page 14 of the EEGO Policy). Energy consumption by fuel type is required to estimate greenhouse gas emissions.  
  
GGER automatically converts all fuel consumption data into the standard energy units of gigajoules (GJ), calculates energy intensity, and estimates the greenhouse gas emissions based on the latest [National Greenhouse Accounts \(NGA\) Factors](#) prepared by DCCEE
- **Business Measure / Normalisation Factors:** Business measures such as Net Lettable Floor Area (m<sup>2</sup>), Occupancy (people), and Distance travelled (km), must also be reported. Occupancy is defined as the average annual Full Time Equivalent (FTE) employees and contractors accommodated within Office Buildings<sup>3</sup>.
- **Questionnaires:** Questionnaires are set each year to gather information that falls outside energy data such as:
  - The number of leases for office facilities over 2 000 m<sup>2</sup> and longer than two years that specified less than 4.5 stars NABERS or equivalent and/or did not include all five essential elements of the 'Green Lease Schedule'
  - The number of design and construction contracts signed for new office facilities or major refurbishments over 2 000 m<sup>2</sup> that specified less than 4.5 stars NABERS or equivalent
  - The number of DCCEE endorsed exceptions to office accommodation minimum energy performance standards

<sup>3</sup> As per Annex A of the EEGO Policy (page 22), the annual average of occupancy is achieved by summing the normalisation factors that prevail at the end of each month and then dividing by 12. This calculation applies only to significant changes in normalisation factors and department/agencies should use discretion in deciding when it is to be applied.

NOTE: This information only applies to Australian Government agencies who report under the scope of the EEGO policy





- The number of instances where a required NABERS or equivalent performance assessment was not undertaken or the relevant NABERS target rating was not achieved in two consecutive years for buildings over 2 000 m<sup>2</sup> with a lease over two years in length.
- **Summary Report on Performance**
  - This section can be used to provide an explanation of unusual energy consumption and to promote examples of voluntary improvements and individual facility performance above 4.5 Star NABERS rating or equivalent.

## What information is excluded?

Under the EEGO policy, agencies are expected to be responsible for, and report on, energy consumption for which they have direct control. As such, the following energy uses are considered to fall outside the scope of the EEGO policy:

- **All forms of transport which the Australian Government does not directly lease or own:** Travel by air, bus, train, hire car, taxi or ferry is not included in this report, unless an agency directly pays for fuel—for example, if it owns and operates a plane or ship.
- **Some Office—Central Services electricity consumption:** Commonwealth Agencies only report Office - Central Services energy use which the Australian Government directly owns, or where the Australian Government, as a tenant, has agreed to assume responsibility (usually via a net lease arrangement) for running and maintenance of plant equipment and its energy consumption.
- **Energy used by vehicles on novated leases** is not reported.
- **Public servants' own transport to and from work** (and within work hours), is not reported except when it involves the use of fleet or government leased vehicles.
- **Energy used by office staff working from home** is not reported.
- **Defence Operational Fuels purchased outside Australia:** Only fuel consumed or purchased in Australia is included; where military craft are re-fuelled outside Australia, this is not included.

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