



# User Guide: Commonwealth Climate Disclosure Pilot Guidance

This User Guide provides a snapshot of the Commonwealth Climate Disclosure Pilot (the Pilot). It includes key information for Departments of State (departments) to be mindful of when preparing climate disclosures for inclusion in their FY2023-24 annual reports.

## Complementary policies

The Pilot Guidance draws on a range of existing policies, including:

- [Net Zero in Government Operations Strategy](#)
- [APS Net Zero Emissions reporting Framework](#)
- [Climate Risk and Opportunity Management Program](#)
- [Commonwealth Risk Management Policy](#)

It is expected that disclosures made under the Pilot will not be comprehensive. However, it is also expected that climate disclosures will evolve over time as maturity and capability develops. Departments may disclose interim arrangements or planned actions where they have been unable to give effect to one or more criterion in its entirety.



## Criteria

- Based on a subset of the Australian Accountability Standards Board's [Exposure Draft of the Australian Sustainability Reporting Standards](#), with tailoring to reflect Commonwealth public sector considerations.
- Designed to serve as a realistic stretch for departments in taking their first steps towards climate disclosure, in consideration of current baseline levels of climate maturity across departments.
- Limited to governance, risk management and metrics and targets. Departments are not required to disclose their strategy-related activities in the Pilot.

## Overview

Under the Pilot, all departments are to commence reporting on a limited range of climate risk management activities in their 2023-24 annual reports.

The Pilot serves to:

- Assist departments in taking their first steps towards climate disclosure and to prepare them for the Commonwealth Climate Disclosure Requirements when they are brought into full effect in 2024-25.
- Demonstrate departmental leadership in disclosing climate risk management activities in the initial year of the Commonwealth Climate Disclosure Reform.
- Ensure the transparent reporting of climate risk management by departments.

## Key features

The Pilot Guidance has been developed by the Department of Finance (Finance) to help departments prepared limited climate disclosures under the Pilot. It includes:

### Guiding principles

High-level maxims that departments should consider. The principles are designed to support departments in preparing high-quality disclosures under the Pilot.

### Criteria and guidance

The 'Criteria' set out what departments are to report on under the Pilot. The 'Guide to making your disclosure' sets out how departments ought to prepare their report in order to satisfy the criteria.

## Governance

Processes, controls and procedures used to identify, prioritise, monitor, manage and oversee climate-related risks and opportunities.

## Risk management

Progress update on implementing an organisation-wide climate risk and opportunity assessment under the Climate Risk and Opportunity Management Program.

## Metrics and targets

Greenhouse gas emissions profiles and the APS Net Zero by 2030 target being worked towards for emissions reduction.



Finance has developed a range of resources to assist departments with their disclosures, available on the [Commonwealth Climate Disclosure Pilot webpage](#). For further information or support, contact [climateaction@finance.gov.au](mailto:climateaction@finance.gov.au).