



**RECONCILIATION
ACTION PLAN**

REFLECT

February 2024 - January 2025



Turn Emissions into Trees®

1. Acknowledgment of Country

Carbon Neutral acknowledges the Traditional Owners of Country throughout Australia, and we recognise the continuing connection to lands, waters, and communities. We pay our respects to Aboriginal and Torres Strait Islander cultures, and to Elders and Custodians past, present and emerging.



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2. A Message from our Board

Carbon Neutral is delighted to present our inaugural Reconciliation Action Plan, representing our commitment to acknowledging Australia's history, fostering respectful relationships, and co-creating future opportunities for First Nations peoples.

This is essential not only for our national healing but also for healing our landscapes. At Carbon Neutral, our mission is to contribute to the restoration, protection, and connection of landscapes throughout Australia, as well as help address global climate change.

Over the past 20 years, thousands of organisations and individuals have joined Carbon Neutral in planting native trees, plants, and shrubs, while safeguarding precious fragments of native vegetation throughout Australia. In our reforestation and conservation efforts, we recognise that the nature of Australia is inseparably intertwined with the livelihoods and practices of Aboriginal and Torres Strait Islander peoples. For tens of thousands of years, First Nations peoples have been the custodians of Australian landscapes.

We deeply value the wisdom and leadership of First Nations Australians who are guiding our reconciliation journey. Together, as we implement this Reconciliation Action Plan (RAP), we are eager to see the ripple of opportunities that arise from working collaboratively. Country holds the heart of wellbeing for Aboriginal and Torres Strait Islander peoples, and we believe that this profound interconnectedness with the land has much to teach us about caring for Country.

3. A Message from our CEO

I am humbled to introduce Carbon Neutral's inaugural Reconciliation Action Plan (RAP). This isn't merely a corporate endeavour; it's a deeply personal commitment, a journey to comprehend why, more than ever, reconciliation with First Nations Australians is not just important but vital.

At Carbon Neutral, our mission extends far beyond mere sustainability. It's about rejuvenating, safeguarding, and forging connections with the very landscapes that shape our nation. Over the past two decades, we've been fortunate to walk alongside thousands of passionate individuals and organisations, collectively planting native trees and preserving the sanctity of our native vegetation, whilst also addressing the climate crisis.

This journey has revealed a profound truth: the soul of Australia is inextricably entwined with the traditions and wellbeing of Aboriginal and Torres Strait Islander peoples. For tens of thousands of years, First Peoples have stood as the custodians of our land, and keepers of the deep knowledge gleaned over those millennia. It's an honour to be a part of the ongoing narrative of healing and understanding.

We hold in high esteem the wisdom and leadership of First Nations Australians, who are guiding our path toward reconciliation. As we embark on this Reconciliation Action Plan, we're excited about the ripple of opportunities that collaborative efforts can bring. Country lies at the heart of wellbeing for our First Nations peoples, and their inseparable connection to it holds invaluable lessons in caring for our precious Land.

As we venture forward, I'm personally committed to immersing myself deeply in this reconciliation journey. And I wholeheartedly extend an invitation to all of you to join us on this profoundly meaningful journey. Together, we can nurture respect, acknowledge our shared history, and co-create a future that enriches every single one of us.



Dr Phil Ireland,
Chief Executive Officer,
Carbon Neutral

4. Statement from CEO of Reconciliation Australia

Reconciliation Australia welcomes Carbon Neutral Pty Ltd to the Reconciliation Action Plan (RAP) program with the formal endorsement of its inaugural Reflect RAP.

Carbon Neutral Pty Ltd joins a network of more than 2,500 corporate, government, and not-for-profit organisations that have made a formal commitment to reconciliation through the RAP program.

Since 2006, RAPs have provided a framework for organisations to leverage their structures and diverse spheres of influence to support the national reconciliation movement. The program's potential for impact is greater than ever, with close to 3 million people now working or studying in an organisation with a RAP.

The four RAP types - Reflect, Innovate, Stretch and Elevate - allow RAP partners to continuously develop and strengthen reconciliation commitments in new ways. This Reflect RAP will lay the foundations, priming the workplace for future RAPs and reconciliation initiatives.

The RAP program's strength is its framework of relationships, respect, and opportunities, allowing an organisation to strategically set its reconciliation commitments in line with its own business objectives, for the most effective outcomes.

These outcomes contribute towards the five dimensions of reconciliation: race relations; equality and equity; institutional integrity; unity; and historical acceptance.

It is critical to not only uphold all five dimensions of reconciliation, but also increase awareness of Aboriginal and Torres Strait Islander cultures, histories, knowledge, and leadership across all sectors of Australian society.

This Reflect RAP enables Carbon Neutral Pty Ltd to deepen its understanding of its sphere of influence and the unique contribution it can make to lead progress across the five dimensions. Getting these first steps right will ensure the sustainability of future RAPs and reconciliation initiatives, and provide meaningful impact toward Australia's reconciliation journey.

Congratulations Carbon Neutral Pty Ltd, welcome to the RAP program, and I look forward to following your reconciliation journey in the years to come.



Karen Mundine
Chief Executive Officer,
Reconciliation Australia

5. Our Business - Who we are

Carbon Neutral's origins trace back to 2001 when it was established as a charity in response to the growing global concern of climate change. In the years following, demand grew among large businesses for carbon advisory and reforestation offset services. In 2013 Carbon Neutral restructured as a private company to help meet this demand. The organisation now employs 25 people throughout the country, we are currently unaware of any staff who identify as an Aboriginal and/or Torres Strait Islander person.

Over the past two decades the business has grown to become a market leader with a global reputation and is now one of the longest standing carbon offset providers in Australia. During that time Carbon Neutral has partnered with hundreds of organisations and individuals from across the globe to reduce their impact on the planet.

With organisations increasingly seeking carbon sequestration solutions, coupled with habitat restoration co-benefits, Carbon Neutral responded by developing its flagship biodiverse reforestation project, the Yarra Yarra Biodiversity Corridor. The corridor is now recognised as Australia's largest biodiverse reforestation carbon sink.

Drawing on its experience in the Yarra Yarra and, in many cases, partnering with First Nations Peoples, Carbon Neutral is expanding its operations to other regions throughout Australia, focusing on land rehabilitation and biodiversity enhancement in harmony with the cultural and economic goals of this great Country's original custodians.

Carbon Neutral offers a suite of carbon reduction products and services including its own carbon credits, international carbon credits, biodiversity enhancement products, carbon footprint consultancy, ESG and lifecycle assessments and investor Carbon farming.

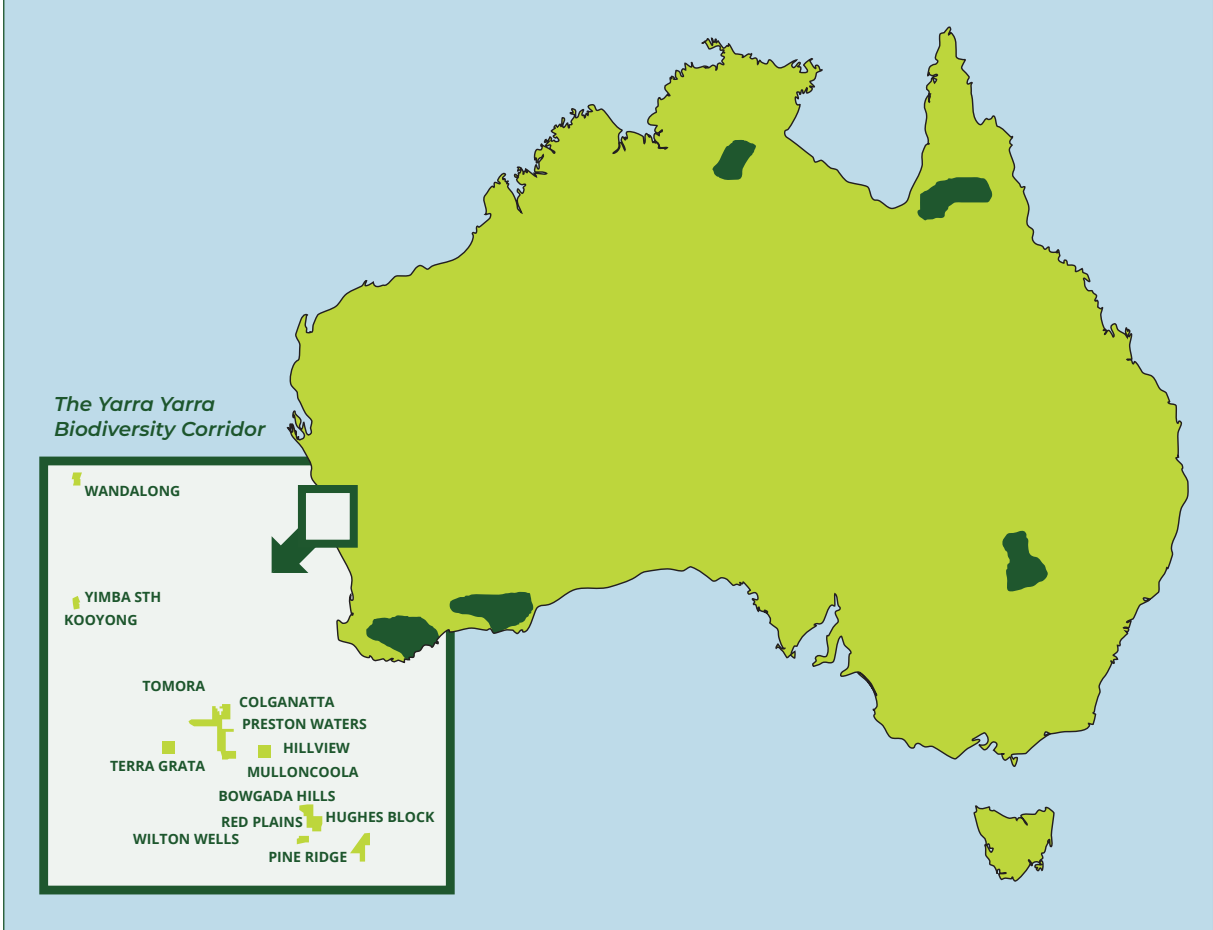
The business has long understood the importance of acknowledging First Australians as the Traditional Custodians of the land upon which Carbon Neutral relies and see the adoption of a formal Reconciliation Action Plan as an essential part of recognising this.

6. Our Business - Where we are

Carbon Neutral operates in three office locations across Australia. These are:

Western Australia	New South Wales	Victoria
Level 9, 197 St Georges Tce, Perth-Boorloo	Level 3, 16B Honeysuckle Drive, Newcastle-Mulubinba	Level 1, 10-16 Forest St, Bendigo-Dja Dja Wurrung

Furthermore, Carbon Neutral plant trees, plants, and shrubs across several properties throughout Australia. The map below illustrates each of the planted properties situated throughout the country, with details of various locations in the *Yarra Yarra Biodiversity Corridor* in Western Australia.



7. Our Partnerships & Current Activities

TJALTJRAAK

- Entered into heads of agreement in 2021 with the Esperance Tjaltjraak Native Title Aboriginal Corporation representing the Wadjari people to work cooperatively to find and develop carbon farming opportunities in the Esperance region that would support economic and cultural empowerment for the local Traditional Owners while meeting Carbon Neutral's commercial and ecological objectives.
- Helped finance the purchase of two properties by ETNTAC in 2022, which are now being planted over a 3-year period with local Traditional Owner staff and contractors. Properties are being used to train young Aboriginal and Torres Strait Islander peoples in seed collecting and processing, as well as all aspects of land preparation and planting.
- Working with the Odonata Foundation, helped develop the Rejuvenation Tree product that has been enthusiastically embraced by philanthropic investors, providing additional funds to revegetate properties and provide another source of income for the Traditional Owner community.

MENANG/GORENG

- Providing access to Country at a land restoration project at Cape Riche in WA's Great Southern, where we have engaged local ranger groups to undertake much of the forestry and property management work.
- Working to pass land title to the Traditional Owners over time.
- Working with Gondwana Link to acquire additional properties in the region for First Nations ownership – Wilyun Pools, Warriup, Cordinup.

BINDJAREB

- Working with the Winjan Aboriginal Corporation representing the Bindjareb people to revegetate the culturally significant Keralup property near Mandurah under First Nations ownership and using local Traditional Owner rangers and contractors.
- Carbon Neutral will secure investment to enable the project to be realised. Plans include the establishment of a cultural awareness facility on site.

8. Aim of our Reconciliation Plan

As a prominent Australian carbon credit originator with Australia's largest reforestation carbon sink and a reputation for high integrity nature-based solutions, Carbon Neutral is strongly positioned in its goal to achieve genuine and meaningful reconciliation with First Nations peoples. Carbon Neutral aims to leverage its many opportunities to engage and partner with First Nations peoples through its carbon farming projects and business operations including employment, cultural and economic empowerment opportunities.

In addition, as a signatory to the Australian Carbon Industry Code of Conduct, Carbon Neutral demonstrates its commitment to engage and consult with Traditional Owners, Native Title Holders and representative bodies. The Code creates a framework for protecting the rights and interests of interested parties to carbon projects, including the requirement to seek genuine and early engagement with Native Title Holders and Native Title Claimants.

The development and implementation of this Reflect RAP ensures that Carbon Neutral will take practical steps towards reconciliation outcomes. Our RAP Working Group, detailed in Section 9, meets regularly to develop and implement this Reconciliation Action Plan. They are committed to developing cultural awareness within Carbon Neutral and to consulting with staff on the RAP development and progress. Whilst Carbon Neutral already has some strong connections with First Nations peoples, this RAP represents an intentional step to move towards reconciliation.



9. RAP Working Group

A RAP Working Group (RWG) has been established to review, implement, and drive the practical actions of our Reflect RAP. The RWG is made up of a team of passionate individuals who will provide support and leadership to work towards successful outcomes. The RWG includes leaders across all Carbon Neutral departments to ensure perspective and commitment is captured across our business. Our RAP Champion, Yolanda Forgan, is the Business Operations & HR Manager who works across the business in a senior role and is well positioned to drive and champion internal engagement and awareness of this Reconciliation Action Plan.



YOLANDA FORGAN - RAP CHAMPION
Business Operations & HR Manager



TONY JACK
Corporate Development



MICHAEL COOPER
Communications Manager



PAUNA TRUONG
Head of Partnerships



Action Plan

RELATIONSHIPS

ACTION	DELIVERABLE	TIMELINE	RESPONSIBILITY
1. Establish and strengthen mutually beneficial relationships with Aboriginal and Torres Strait Islander stakeholders and organisations.	Identify Aboriginal and Torres Strait Islander stakeholders and organisations within our local area or sphere of influence.	Mar 2024	Corporate Development Consultant
	Research best practice and principles that support partnerships with Aboriginal and Torres Strait Islander stakeholders and organisations.	May 2024	Head of Partnerships
2. Build relationships through celebrating National Reconciliation Week (NRW).	Circulate Reconciliation Australia's NRW resources and reconciliation materials to our staff.	May 2024	Business Operations & HR Manager
	RAP Working Group members to participate in an external NRW event.	27 May- 3 Jun 2024	Business Operations & HR Manager
	Encourage and support staff and senior leaders to participate in at least one external event to recognise and celebrate NRW.	27 May- 3 Jun2024	Business Operations & HR Manager
3. Promote reconciliation through our sphere of influence.	Communicate our commitment to reconciliation to all staff.	Mar 2024	Chief Executive Officer
	Identify external stakeholders that our organisation can engage with on our reconciliation journey.	Apr 2024	Corporate Development Consultant
	Identify RAP and other like-minded organisations that we could approach to collaborate with on our reconciliation journey.	Apr 2024	Corporate Development Consultant
4. Promote positive race relations through anti- discrimination strategies.	Research best practice and policies in areas of race relations and anti-discrimination.	Jul 2024	Business Operations & HR Manager
	Conduct a review of HR policies and procedures to identify existing anti-discrimination provisions, and future needs.	Aug 2024	Business Operations & HR Manager



Action Plan

RESPECT

ACTION	DELIVERABLE	TIMELINE	RESPONSIBILITY
5. Increase understanding, value and recognition of Aboriginal and Torres Strait Islander cultures, histories, knowledge and rights through cultural learning.	Conduct a review of cultural learning needs within our organisation. Identify if certain divisions require higher levels of cultural learning.	Mar 2024	Corporate Development Consultant
	Determine employee's current levels of knowledge and understanding of Aboriginal and Torres Strait Islander cultures and histories.	Mar 2024	Corporate Development Consultant
	Develop a plan to increasing understanding, value and recognition of Aboriginal and Torres Strait Islander cultures, histories, knowledge and rights within our organisation.	Mar 2024	Corporate Development Consultant
6. Demonstrate respect to Aboriginal and Torres Strait Islander peoples by observing cultural protocols.	Develop an understanding of the local Traditional Owners or Custodians of the lands and waters within our organisation's operational area.	Apr 2024	Chief Operating Officer
	Increase staff's understanding of the purpose and significance behind cultural protocols, including Acknowledgement of Country and Welcome to Country protocols.	Apr 2024	Chief Operating Officer
7. Build respect for Aboriginal and Torres Strait Islander cultures and histories by celebrating NAIDOC Week.	Raise awareness and share information amongst our staff about the meaning of NAIDOC Week.	Jul 2024	Communications Manager
	Introduce our staff to NAIDOC Week by promoting external events in our local area.	Jun 2024	Communications Manager
	RAP Working Group to participate in an external NAIDOC Week event.	Jul 2024	Communications Manager



Action Plan

OPPORTUNITIES

ACTION	DELIVERABLE	TIMELINE	RESPONSIBILITY
8. Improve employment outcomes by increasing Aboriginal and Torres Strait Islander recruitment, retention and professional development.	Review opportunities for Aboriginal and Torres Strait Islander employment within our organisation.	Jul 2024	Business Operations & HR Manager
	Build understanding of current Aboriginal and Torres Strait Islander staffing to inform future employment and professional development opportunities.	Jul 2024	Business Operations & HR Manager
9. Increase Aboriginal and Torres Strait Islander supplier diversity to support improved economic and social outcomes.	Review procurement from Aboriginal and Torres Strait Islander owned businesses & identify opportunities for further supplier relationships.	May 2024	Finance Manager
	Investigate Supply Nation membership.	May 2024	Finance Manager





Action Plan GOVERNANCE

ACTION	DELIVERABLE	TIMELINE	RESPONSIBILITY
10. Establish and maintain an effective RAP Working Group (RWG) to drive governance of the RAP.	Maintain a RWG to govern RAP implementation.	Feb 2024	Business Operations & HR Manager
	Draft a Terms of Reference for the RWG.	Feb 2024	Business Operations & HR Manager
	Establish Aboriginal and Torres Strait Islander representation on the RWG.	Mar 2024	Corporate Development Consultant
11. Provide appropriate support for effective implementation of RAP commitments.	Define resource needs for RAP implementation.	Feb 2024	Business Operations & HR Manager
	Engage senior leaders in the delivery of RAP commitments.	Feb 2024	Business Operations & HR Manager
	Appoint a senior leader to champion our RAP internally.	Feb 2024	Chief Executive Officer
	Define appropriate systems and capability to track, measure and report on RAP commitments.	Feb 2024	Business Operations & HR Manager
12. Build accountability and transparency through reporting RAP achievements, challenges, and learnings both internally and externally.	Contact Reconciliation Australia to verify that our primary and secondary contact details are up to date, to ensure we do not miss out on important RAP correspondence.	June annually	Business Operations & HR Manager
	Contact Reconciliation Australia to request our unique link, to access the online RAP Impact Survey.	1 August annually	Business Operations & HR Manager
	Submit the annual RAP Impact Survey to Reconciliation Australia.	30 Sept, annually	Business Operations & HR Manager
13. Continue our reconciliation journey by developing our next RAP.	Register via Reconciliation Australia's to begin developing our next RAP.	Nov 2024	Business Operations & HR Manager

For further information about Carbon Neutral's
Reconciliation Action Plan please contact
Yolanda Forgan or Michael Cooper

PHONE 1300 851 211

EMAIL contactus@carbonneutral.com.au

VISIT carbonneutral.com.au



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