

Environmental Summary

Snapshot of Environmental Performance

	2015	2016	2017	2018
CO2e Emissions (Metric Tons)				
Scope 1 - Direct Emissions from Operations	10,645	8,244	9,680	9,814
Scope 2 - Indirect Emissions from Operations (Location Based Method)	100,861	92,344	90,185	78,678
Scope 2 - Indirect Emissions from Operations (Market Based Method)	44,038	46,108	47,182	32,821
Scope 1 + 2 - Emissions per Square Meter (Location Based Method)	0.17	0.15	0.15	0.13
Scope 1 + 2 - Emissions per Square Meter (Market Based Method)	0.09	0.08	0.08	0.06
Scope 1 + 2 - Emissions per Person (Location Based Method)	3.24	2.69	2.64	2.21
Scope 1 + 2 - Emissions per Person (Market Based Method)	1.59	1.46	1.50	1.07
Energy + Water Consumption				
Direct Energy Consumption (gigawatt-hours)	41.21	36.26	34.83	38.52
Direct Energy Consumption per Square Meter (MMBtu/Sq.M) ¹	0.22	0.19	0.17	0.19
Direct Energy Consumption per Person (MMBtu) ¹	4.09	3.60	3.14	3.29
Indirect Energy Consumption (gigawatt-hours)	268.50	260.14	252.96	237.05
Indirect Energy Consumption per Square Meter (kWh/Sq.M)	418	390	368	348
Indirect Energy Consumption per Person (kWh)	7,806	6,965	6,684	5,927
Water Consumption - Office Only (million cubic feet)	16.49	17.35	16.51	16.84
Water Consumption per Person - Office Only (cubic feet)	480	465	436	421
Water Consumption - Office + Data Center (million cubic feet)	19.11	20.17	18.93	19.19
Water Consumption per Person - Office + Data Center (cubic feet)	556	540	500	480
Waste				
Total Wastestream (tons)	5,995	5,472	5,163	4,853
Landfill Waste (tons)	1,005	975	1,053	865
Energy Recovery (tons)	1,121	1,010	793	749
Total Recycled (tons) (excluded Energy Recovery)	3,869	3,488	3,317	3,239
Landfill Waste per Person (pounds)	58	52	56	43
Diverted Waste per Person (pounds)	290	241	175	162
Diversion from Landfill Rate	83%	82%	64%	67%
Operational Control Footprint				
Employees	34,394	37,350	37,846	39,996

¹ Restated as prior metric only included natural gas and employees at associated locations. Restatement includes diesel and employees from all locations.

Total Real Estate Portfolio Reporting Coverage

% of square footage under operational control that has each utility/wastestream.

	NA	APAC	EMEA	Global
Electricity - Total	59%	17%	24%	100%
Actual	54%	17%	24%	95%
Estimated	5%	0%	0%	5%
Natural Gas - Total	46%	1%	9%	56%
Actual	35%	1%	8%	45%
Estimated	11%	0%	1%	12%
District Heating - Total	0%	0%	8%	8%
Actual	0%	0%	3%	3%
Estimated	0%	0%	5%	5%
District Cooling - Total	0%	2%	1%	3%
Actual	0%	2%	0%	2%
Estimated	0%	1%	0%	1%
Water - Total	58%	17%	12%	99%
Actual	40%	13%	6%	72%
Estimated	18%	4%	6%	28%
Waste - Total	59%	16%	9%	84%
Actual	39%	15%	8%	63%
Estimated	19%	1%	1%	21%
Energy Recovery - Total	31%	1%	15%	46%
Actual	31%	1%	14%	45%
Estimated	0%	0%	1%	1%
Single Stream - Total	58%	17%	20%	95%
Actual	39%	17%	17%	73%
Estimated	19%	0%	3%	22%
Confidential Paper/Shredding - Total	58%	17%	24%	99%
Actual	53%	11%	20%	85%
Estimated	5%	5%	4%	15%
Paper/Cardboard - Total	17%	8%	22%	46%
Actual	13%	8%	20%	41%
Estimated	4%	0%	2%	6%
Composting - Total	40%	14%	12%	66%
Actual	37%	14%	11%	62%
Estimated	3%	0%	1%	4%

Carbon Emissions¹

Breakdown of carbon emissions and REC/carbon offset purchases

	Scope 3										Total		Total		Total		Total	
	Total Scope 1	Total Scope 2 Location Based Method	Total Scope 2 Market Based Method	Total Scope 1 & 2 Location Based Method	Total Scope 1 + 2 REC Market Based Method	Business Travel	Employee Commute	Waste	Grid Loss	Total CO2e Scope 3	Total Location Based Method	Total Market Based Method	Scope 1+ 2 Per Sq. Meter	Scope 1+ 2 Per Sq. Meter	Scope 3 Per Sq. Meter	Total Scope 1+ 2 Per Person	Total Scope 1+ 2 Per Person	Scope 3 Per Person
2015	10,645	100,861	44,038	111,506	54,683	29,767	59,629	505	8,540	98,441	209,947	153,124	0.17	0.09	0.15	3.24	1.59	2.86
2016	8,244	92,344	46,108	100,588	54,353	15,631	64,754	450	6,196	87,031	187,619	141,384	0.15	0.08	0.13	2.69	1.46	2.33
2017	9,680	90,185	47,182	99,865	56,862	23,870	65,613	637	6,162	96,283	196,148	153,145	0.15	0.08	0.14	2.64	1.50	2.54
2018	9,814	78,678	32,821	88,492	42,635	21,245	69,341	538	4,764	95,888	184,380	138,523	0.13	0.06	0.14	2.21	1.07	2.40

	Wind REC Purchase (kWh)	Non-Wind REC Purchase (kWh)	Total REC Purchases (kWh)	Carbon Offset Purchase (metric tons)
2015	203,417,000	3,167,000	206,584,200	26,000
2016	219,665,000	2,135,000	221,800,000	29,767
2017	191,165,000	2,060,000	193,225,000	15,631
2018	183,257,000	7,359,000	190,616,000	26,039

	Air		Car		Rail		Total	
	Miles	Emissions	Miles	Emissions	Miles	Miles	Miles	Emissions
2015	106,474,227	29,208	642,586	253	1,730,812	306	108,847,625	29,767
2016	61,580,164	15,186	611,357	210	1,335,670	235	63,527,191	15,631
2017	93,884,193	23,352	547,126	215	1,709,857	303	96,141,176	23,870
2018	80,332,809	20,731	639,646	246	1,509,434	268	82,481,889	21,245

¹ Scope 3 emissions have been updated to include grid loss.

Utility Consumption

Breakdown of utility consumption between Breakdown of utility consumption between office and data center locations

Electricity	Data Center kWh		Data Center GWh	Office kWh	Office GWh	Total GWh	Office kWh per Person	D.C. kWh per Person	Total per Person
	2015	50,667,501	51	206,943,592	207	258	6,019	5,066,750	7,490
	2016	54,366,283	54	195,371,708	195	250	5,232	6,396,033	6,686
	2017	54,945,884	55	188,133,936	188	243	4,972	5,887,059	6,423
	2018	54,793,313	55	171,678,065	172	226	4,294	2,821,973	5,662

District Heating	Data Center Usage kWh		Data Center Usage GWh	Office Usage kWh	Office Usage GWh	Total GWh	Office kWh per Person	D.C. kWh per Person	Total kWh per Person
	2015	0	0	9,145,111	9.15	9.15	2,348	0	2,348
	2016	0	0	9,478,285	9.48	9.48	2,239	0	2,239
	2017	0	0	8,986,563	8.99	8.99	2,013	0	2,013
	2018	0	0	9,613,462	9.61	9.61	2,046	0	2,046

District Cooling	Data Center Usage kWh		Data Center Usage GWh	Office Usage kWh	Office Usage GWh	Total GWh	Office kWh per Person	D.C. kWh per Person	Total per Person
	2015	0	0	1,741,409	1.74	1.74	1,290	0	1,290
	2016	0	0	928,033	0.93	0.93	637	0	637
	2017	0	0	891,591	0.89	0.89	608	0	608
	2018	0	0	960,881	0.96	0.96	634	0	634

Natural Gas	Office MMBtu		Data Center MMBtu	Total Usage MMBtu	Total MMBtu per Person
	2015	134,191	2,633	136,823	6.91
	2016	114,230	2,548	116,778	5.57
	2017	112,257	2,849	115,106	5.76
	2018	121,672	4,128	125,801	6.72

Water	Office Usage CF		Data Center Usage CF	Total Usage CF	Total Usage 1M CF	Total Usage Cubic Meters	Office CF per Person	Data Center CF per Person	Total CF per Person	Office CF per Sq Ft	Data Center CF per Sq FT	Total CF per Sq Ft
	2015	16,494,686	2,616,924	19,111,610	19.11	541,164	480	261,692	556	2.48	10.28	2.77
	2016	17,348,667	2,817,285	20,165,952	20.17	571,019	465	331,445	540	2.54	10.49	2.84
	2017	16,513,522	2,420,723	18,934,245	18.93	536,142	436	259,363	500	2.31	10.52	2.57
	2018	16,839,982	2,352,732	19,192,714	19.19	543,461	421	121,171	480	2.38	10.22	2.63

Waste Stream/ Composting / Paper Consumption

Breakdown of corporate waste and paper consumption

Waste - Total Tonnage (US Short Tons)

	Landfill Waste	Waste to Energy	Composting	Shredding	Single Stream	Paper & Cardboard	Universal Recycling	Total Diverted	Total Waste Stream	Diversion Rate
2015	1,005	1,121	634	1,661	911	213	450	4,990	5,995	83.23%
2016	975	1,010	576	1,496	720	272	425	4,498	5,472	82.19%
2017	1,053	793	486	1,426	916	270	219	3,317	5,163	64.24%
2018	865	749	484	1,354	884	226	291	3,239	4,853	66.74%

Composting

	Tons Compost	Total Diversion w/o Compost	Composting per Person (tons)	Composting per Person (lbs)	Composting per Sq Ft (lbs)
2015	634	4,356	0.0366	73.1300	0.3523
2016	576	3,922	0.0275	55.0878	0.2881
2017	486	3,624	0.0222	44.3409	0.2183
2018	484	3,505	0.0179	35.8268	0.2003

Paper Consumption

	Total Tonnage	US % Virgin Paper	% Recycled Paper	Total Tonnage	Canada % Virgin Paper	% Recycled Paper	Total Tonnage	Europe % Virgin Paper	% Recycled Paper	Asia Pacific Total Tonnage
2015	491	29%	31%	31	99%	1%	237	33%	67%	136
2016	325	28%	72%	24	44%	56%	75	2%	98%	N/A
2017	311	28%	72%	16	14%	86%	61	31%	69%	136
2018	219	28%	72%	13	1%	99%	25	33%	67%	112