

Environmental Summary

Snapshot of Environmental Performance

	2015	2016	2017	2018	2019
CO2e Emissions (Metric Tons)					
Scope 1 - Direct Emissions from Operations	10,645	8,244	9,680	9,814	8,943
Scope 2 - Indirect Emissions from Operations (Location Based Method)	100,861	92,344	90,185	78,678	75,728
Scope 2 - Indirect Emissions from Operations (Market Based Method)	44,038	46,108	47,182	32,821	30,979
Scope 1 + 2 - Emissions per Square Meter (Location Based Method)	0.17	0.15	0.15	0.13	0.12
Scope 1 + 2 - Emissions per Square Meter (Market Based Method)	0.09	0.08	0.08	0.06	0.06
Scope 1 + 2 - Emissions per Person (Location Based Method)	3.24	2.69	2.64	2.21	2.02
Scope 1 + 2 - Emissions per Person (Market Based Method)	1.59	1.46	1.50	1.07	0.95
Energy + Water Consumption					
Direct Energy Consumption (gigawatt-hours)	41.21	36.26	34.83	38.52	34.55
Direct Energy Consumption per Square Meter (MMBtu/Sq.M) ¹	0.22	0.19	0.17	0.19	0.17
Direct Energy Consumption per Person (MMBtu) ¹	4.09	3.60	3.14	3.29	2.81
Indirect Energy Consumption (gigawatt-hours)	268.50	260.14	252.96	237.05	236.46
Indirect Energy Consumption per Square Meter (kWh/Sq.M)	418	390	368	348.02	348
Indirect Energy Consumption per Person (kWh)	7,806	6,965	6,684	5,927	5,630
Water Consumption - Office Only (million cubic feet)	16.49	17.35	16.51	16.84	16.10
Water Consumption per Person - Office Only (cubic feet)	480	465	436	421.25	384
Water Consumption - Office + Data Center (million cubic feet)	19.11	20.17	18.93	19.19	18.54
Water Consumption per Person - Office + Data Center (cubic feet)	556	540	500	479.87	441
Waste					
Total Wastestream (tons)	5,995	5,472	5,163	4,853	4,695
Landfill Waste (tons)	1,005	975	1,053	865	664
Energy Recovery (tons)	1,121	1,010	793	749	641
Total Recycled (tons) (excluded Energy Recovery)	3,869	3,488	3,317	3,239	3,389
Landfill Waste per Person (pounds)	58	52	56	43	32
Diverted Waste per Person (pounds)	290	241	175	162	161
Diversion from Landfill Rate	83%	82%	64%	67%	72%
Operational Control Footprint					
Employees	34,394	37,350	37,846	39,996	42,001

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

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Total Real Estate Portfolio Reporting Coverage

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

	NA	APAC	EMEA	Global
Electricity - Total	56%	21%	23%	100%
Actual	51%	21%	23%	94%
Estimated	5%	0%	1%	6%
Natural Gas - Total	41%	1%	7%	50%
Actual	31%	1%	6%	38%
Estimated	10%	0%	1%	11%
District Heating - Total	0%	0%	9%	9%
Actual	0%	0%	3%	3%
Estimated	0%	0%	6%	6%
District Cooling - Total	0%	2%	2%	4%
Actual	0%	2%	1%	3%
Estimated	0%	1%	0%	1%
Water - Total	56%	21%	12%	99%
Actual	36%	16%	6%	69%
Estimated	19%	5%	6%	30%
Waste - Total	56%	20%	11%	86%
Actual	35%	16%	9%	61%
Estimated	20%	4%	2%	26%
Energy Recovery - Total	30%	1%	12%	43%
Actual	30%	1%	11%	42%
Estimated	0%	0%	1%	1%
Single Stream - Total	56%	21%	19%	95%
Actual	35%	18%	16%	69%
Estimated	20%	3%	3%	26%
Confidential Paper/Shredding - Total	55%	21%	23%	99%
Actual	50%	12%	18%	80%
Estimated	6%	9%	5%	19%
Paper/Cardboard - Total	18%	10%	21%	48%
Actual	13%	8%	19%	40%
Estimated	5%	2%	2%	8%
Composting - Total	36%	18%	10%	64%
Actual	33%	15%	9%	57%
Estimated	3%	3%	1%	6%

Carbon Emissions¹

Breakdown of carbon emissions and REC/carbon offset purchases

	Scope 3										Total		Total		Total		Total	
	Total Scope 1 + 2					Scope 3					Per Sq. Meter	Per Sq. Meter	Per Person	Per Person	Per Person	Per Person		
	Scope 1	Location Based Method	Market Based Method	Scope 1 & 2 Location Based Method	Scope 1 + 2 REC Market Based Method	Business Travel	Employee Commute	Waste	Grid Loss	Total CO2e Scope 3	Location Based Method	Market Based Method	Location Based Method	Market Based Method	Scope 3 Per Sq. Meter	Location Based Method	Market Based Method	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
2019	8,943	75,728	30,979	84,671	39,922	12,886	72,817	432	4,738	90,872	175,543	130,794	0.12	0.06	0.13	2.02	0.95	2.16

	REC Purchases			Carbon Offset
	Wind REC Purchase (kWh)	Non-Wind REC Purchase (kWh)	Total REC Purchases (kWh)	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
2019	178,155,000	4,076,000	182,231,000	31,643

	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
2019	50,251,196	12,450	568,180	223	1,144,634	212	51,964,010	12,886

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

Utility Consumption

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
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
2019	59,654,112	60	164,556,045	165	224	3,920	2,763,897	5,338

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
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
2019	0	0	10,894,883	10.89	10.89	2,036	0	2,036

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
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
2019	0	0	1,351,495	1.35	1.35	651	0	651

Natural Gas	Office MMBtu	Data Center MMBtu	Total Usage MMBtu	Total MMBtu per Person
	2015	134,191	2,633	136,823
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
2019	109,409	3,460	112,868	6.83

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
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
2019	16,102,876	2,436,764	18,539,640	18.54	524,968	384	112,900	441	2.28	10.59	2.55

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%
2019	664	641	482	1,299	986	173	449	3,389	4,695	72.19%

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
2019	482	3,548	0.0168	33.6604	0.2067

Paper Consumption

	US			Canada			Europe			Asia Pacific
	Total Tonnage	% Virgin Paper	% Recycled Paper	Total Tonnage	% Virgin Paper	% Recycled Paper	Total Tonnage	% Virgin Paper	% Recycled Paper	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
2019	132	29%	71%	3	0%	100%	0.2628	0%	100%	65