



**An Roinn Fiontar,
Trádála agus Fostaíochta**
Department of Enterprise,
Trade and Employment

Climate Action Roadmap September 2023



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1. Secretary General's Introduction

Our climate is changing rapidly. Human behaviour has warmed the atmosphere, ocean and land impacting the health and livelihoods of people around the globe as well as damaging ecosystems and biodiversity. The 2023 report of the Intergovernmental Panel on Climate Change sets out in stark terms the need for immediate and rapid reductions of greenhouse gas (GHG) emissions to mitigate the effects of global warming. Accordingly, the Programme for Government commits to achieving a 51% reduction in Ireland's overall emissions from 2021 to 2030 and achieving net-zero emissions no later than 2050.

The public sector is playing a key leadership role in achieving these targets, driving climate action across its buildings, transport, waste, and energy usage as well as facilitating change in our economy and society. The Public Sector Climate Action Mandate as set out in the Climate Action Plan 2023 provides the climate action objectives for public bodies.

This Department's mission is to lead on sustainable economic development through the creation and maintenance of high-quality employment: by championing enterprise; ensuring a competitive business base to incentivise work, sustainable enterprise, innovation and investment; strengthening global connections and trade; promoting fair and competitive markets, responsible business practice; as well as safe, flexible and decent workplaces.

Our new Statement of Strategy 2023-2025 places a priority policy focus on transitioning to a low carbon economic model, both to facilitate the meeting of enterprise sector emissions abatement targets and to realise resultant economic opportunities. We provide significant input into the Climate Action Plan. Our Climate Toolkit 4 Business gives businesses practical advice on how to start tackling climate action. Through our enterprise agencies we have rolled out a whole suite of Green supports for enterprise and are developing new and enhanced measures to support future enterprise sector decarbonisation.

At corporate level, we have a proven track record in climate action. Sustainable Energy Authority of Ireland (SEAI) data shows the Department reduced CO₂ emissions by 11% in 2022. We have improved our energy efficiency by 65% since the baseline year (2009). We have a long standing internal green team which over the past four years has facilitated the delivery of many significant decarbonisation initiatives, several in collaboration with partners in the Office of Public Works (OPW) and SEAI.

Led by our Climate and Sustainability Champion, the Department is committed to realising the ambitious targets for emissions reduction by 2030. This Climate Action Roadmap 2023 sets out how we are reducing emissions and our commitment to meeting our decarbonisation and sustainability targets. It has been prepared in line with the Climate Action Plan 2023 and will be reviewed annually in line with the Public Sector Climate Action Mandate.

Declan Hughes

Secretary General

2. Our Climate Action Achievements

In recent years the Department has delivered significant climate action actions across five thematic areas:



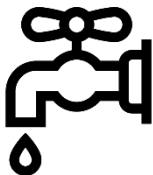
1. Energy

- Reduced temperature settings for heating systems.
- Installation of LED lighting lights
- Introduction of motion sensor lighting to reduce electricity usage.
- Reduction in personal printers and the introduction of eco-friendly “all in one” photocopiers/printers and adjustments to ICT power down systems.
- Installation of two vehicle charging points in Kildare St courtyard



2. Waste Management

- Significant consolidation of individual waste bins. In our Carlow office, it is estimated this initiative reduced the need for 17,000 plastic bags per year.
- Introduction of “Brown Bins” and enhanced recycling options.
- Introduction of Keep Cups and Water Bottles and elimination of disposable cups reducing the level of single use plastics across the Department.
- Significant reduction of hardcopy paper/files by increasing digitisation.



3. Water (usage/conservation)

- Installation of water logging kit, timing adjustments and optimisation of water flush systems in our WCs across various buildings.
- 75% reduction in the number of electrically powered water coolers and replacement of same with filtered water systems.
- Participation in the “Reduce Your Use” campaign – winter 2022/23.



4. Green life/ecology

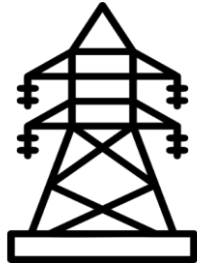
- Partners in the “Smarter Travel Initiative”
- Opened a new “Bike Park” for staff in Kildare Street.
- “Bronze Medal” partner status on the Active Travel initiative.
- Spotighting biodiversity with 60,000 bees between two hives in Kildare St.



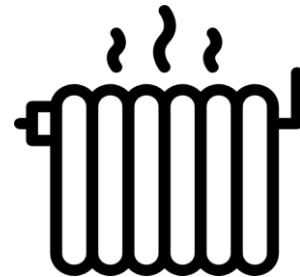
5. Information and Awareness

- Regular “Green” awareness webinars; information sessions and training for staff regarding energy efficiency, wider climate action related issues
- Hosting a dedicated Departmental “Green Month”.
- Senior Management Forum 2020 strategic focus on climate action.
- Participation in the *OptimisingPower@Work* Programme.
- Green travel plans, enhanced focus on green procurement.
- Climate Action is part of our Memoranda of Understanding and Performance Delivery Agreements with our offices and agencies.

3. Our Climate Performance 2022



Electricity emissions
4.7% less than 2021



Thermal emissions
19.3% less than 2021



Energy-related CO₂ emissions

400 T CO₂, 11% less than 2021

Total energy consumption
2,507,540 kWh

-8.7% (238,992 kWh) less than 2021

68.8% less than energy efficiency baseline



Energy efficiency

+8.7% improvement on 2021 and 65.3% better than energy efficiency baseline

4. Report on the Public Sector Mandate

4.1 Our Targets

The Climate Action Plan 2023 (CAP 23) launched in December 2022 is the first to be prepared under the Climate Action and Low Carbon Development (Amendment) Act 2021. The Act requires all public bodies to perform their functions in a manner consistent with Ireland's climate ambition. The Public Sector Mandate as detailed in CAP 23 sets our headline climate action targets as:

- Reducing GHG emissions by 51% in 2030.
- Increasing the improvement in energy efficiency from the 33% target in 2020 to 50% by 2030.
- Increasing climate literacy, implementing green public procurement and retrofitting public sector buildings and updating Climate Action Roadmaps annually in line with any updated Public Sector Climate Action Mandate.

For the purposes of the Mandate, greenhouse gas emissions are taken to be energy-related carbon dioxide equivalent emissions. Every public sector organisation has two emissions reduction targets for 2030. Both are calculated on the basis of absolute reductions in emissions from an organisation's greenhouse gas baseline period, i.e., there is no adjustment for changes in activity levels, service levels or demographics. The baseline period for both emissions targets is 2016-2018 (average). The first target applies to the organisation's non electricity emissions: every organisation must reduce its non-electricity emissions by 51% by 2030.

The second target applies to the organisation's total energy-related emissions: every organisation's total emissions target for 2030, in tonnes, equals its non-electricity emissions target for 2030 plus its electricity emissions at its greenhouse gas baseline less the projected supply-side emissions reduction from electricity by 2030. SEAI estimates Ireland's electricity network could decarbonise by 77% between 2016-18 (average) and 2030 – as fossil fuels are phased out of power generation. For energy-related greenhouse gas emissions, the organisation's emissions are tracked on an absolute basis, i.e., there is no adjustment for changes in activity levels, capacity, organisational structure, service levels or demographics.

For energy efficiency, performance is tracked using an energy performance indicator. An energy performance indicator (EnPI) is a way of measuring an organisation's energy performance. Each year, an EnPI is calculated by dividing the organisation's total primary energy consumption by an activity metric. This indicator accounts for changes in the organisation's activity level, so that fluctuations in activity that have an impact on energy consumption are taken into account in determining energy performance (energy efficiency).

Our progress is tracked through the SEAI M&R performance measurement system. This allows the Department to analyse its gap to target and design strategic interventions that will have the most significant impact on emissions. The Department is actively exploring options with the SEAI to develop a pathway based on modelled energy reduction scenarios. The key

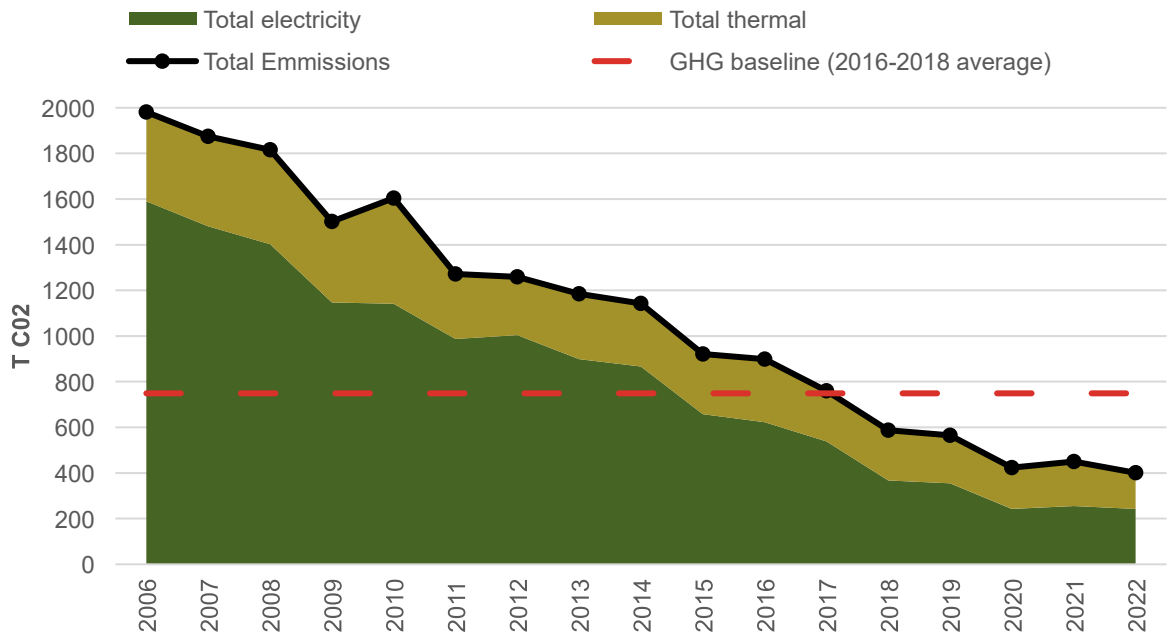
elements in achieving this pathway and the projects required to reduce our gap to target will be further progressed by the Department in consultation with our SEAI and OPW partners in 2023.

4.2 Recent Performance

SEAI data shows that the Department’s overall share of total final energy consumption by Government Departments is <1%. The Department’s indicative energy consumption in 2022 was 2,507,240 kWh. This is 8.7% (238,992 kWh) lower than 2021 and 68% (5,524,506 kWh) lower than the 2016-2018 energy efficiency baseline. In terms of the source of emissions in 2022 56.1% (1,407,035 KgCO₂) arise from electricity consumption, 35% (878,849 KgCO₂) from gas with the remaining 8.8% related to the consumption of wood fuels and solid biomass.

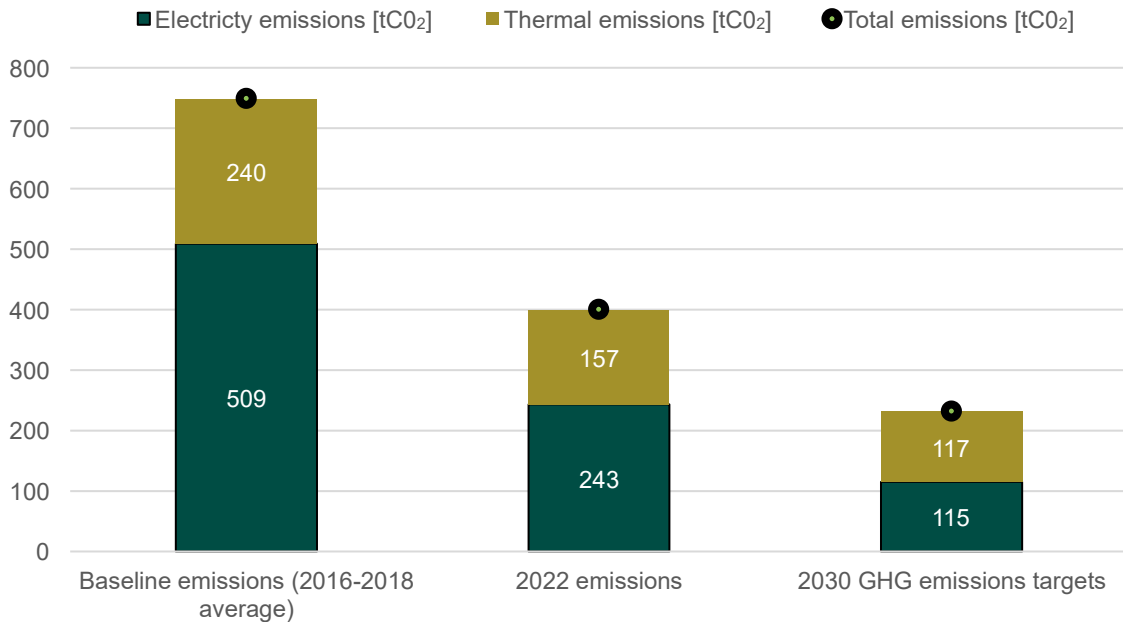
Chart 1 sets out the composition and trajectory of the Department’s energy related carbon emissions. Energy-related CO₂ emissions in 2022 have fallen by 68% over the last decade. The Department’s CO₂ emissions in 2022 amounted to 400,834 kgCO₂. This is 11.1% (49,998 kgCO₂) less than 2021. In 2022 electricity related emissions reduced by 4.7% year on year with emissions arising from non-electricity/thermal consumption reducing by 19% compared to 2021. Compared to the baseline, and not accounting for projected supply-side emissions reductions, total emissions are 46% lower than 2022. Non-electricity/thermal emissions in 2022 are 34% lower than the baseline.

Chart 1 DE TE Energy-related CO₂ Emissions 2006-2022



Source: SEAI PSMR Scorecard (Indicative values for 2022 subject to revision)

Chart 2 DE TE progress to 2030 emissions targets

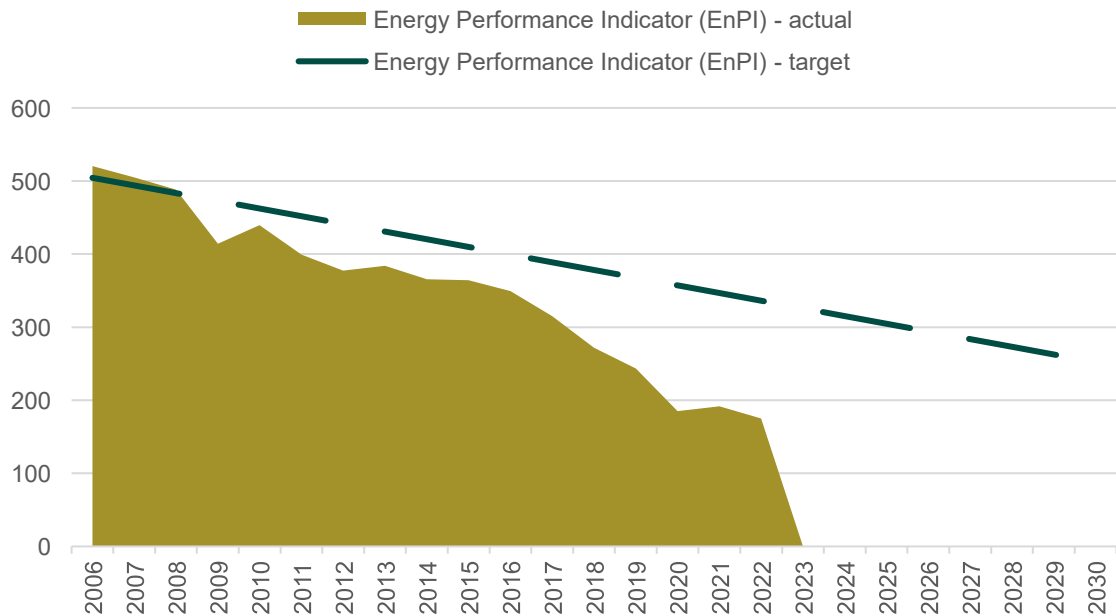


Source: SEAI PS MR Scorecard (Indicative values for 2022 subject to revision)

Chart 2 shows the Department's overall emissions have fallen from approximately 749 tCO₂ in the baseline year to 400 tCO₂ in 2022, representing a 46% total decrease. The composition of emissions has changed. In 2022 56% of the Department's total emissions were from electricity compared to 68% in the 2016-2018 baseline. Electricity related emissions in 2022 are 52% lower than the base year with thermal emissions 34% lower. To meet our 2030 emissions target, based on 2022 levels the Department will need to reduce total emissions by a further 42%.

The Department has maintained an overall improving trajectory against baseline figures with a reduction in overall energy consumption. This can primarily be attributed to three factors; reduced staff numbers onsite due to Covid-19 remote working, adjustment of TUFA figures due to relocation of staff and Offices to reduced floor area overall, and improvement in efficiencies due to LED lighting project and increased monitoring of Heating Ventilation and Air-Conditioning systems. In terms of the Department's total energy consumption, grid electricity accounted for 56.1% with fossil fuels accounting for 35%. The Department's renewable share of energy consumption in 2022 was 8.8%. Thermal energy consumption in 2022 was comprised of 80% fossil fuels use and 20% attributable to renewable energy.

Chart 3 DETE Energy efficiency performance 2006-2022



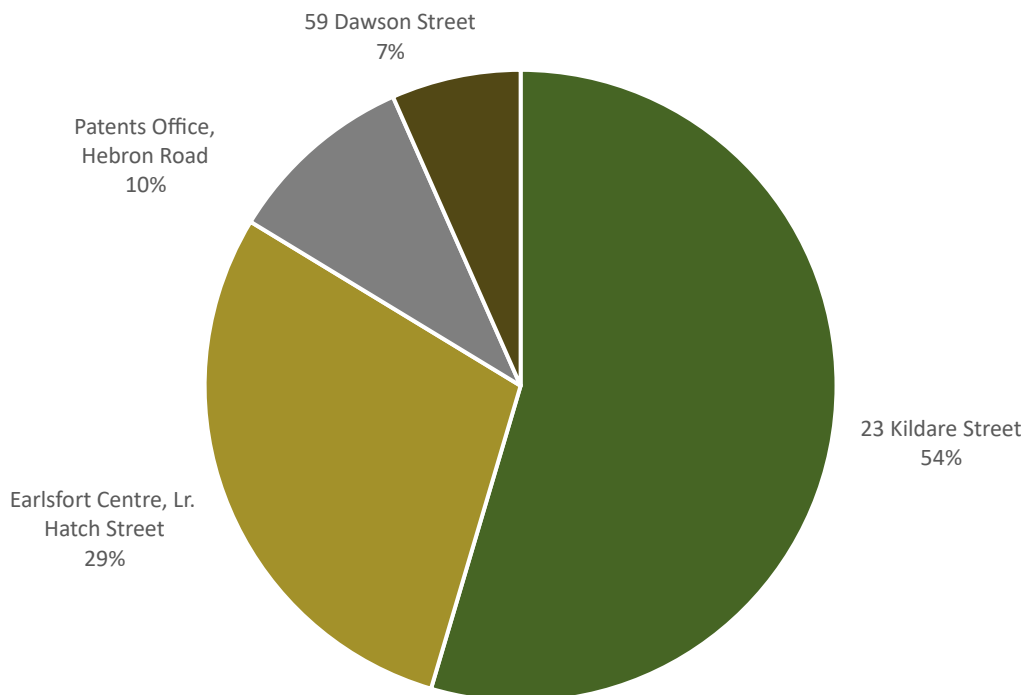
Source: SEAI PSMR Scorecard (Indicative values for 2022 subject to revision)

The Energy Performance Indicator (EnPI) is a way of measuring an organisation’s energy performance. Each year, an EnPI is calculated by dividing the organisation’s energy consumption by a measure of its activity (activity metric). A decreasing EnPI indicates an improvement in energy efficiency because less energy is being used per unit of activity. Chart 3 shows the Department’s energy efficiency performance in 2022 was 8.7% better than 2021 and 65.3% better than energy efficiency baseline.

As of 2022 the Department has delivered 65.3% in energy savings since the baseline year (2006-2008) more than the initial 33% target set for public bodies.

Chart 4 overleaf shows the proportion of energy use accounted for by the Department’s buildings, Kildare Street, Earlsfort Centre and Dawson Street and the Intellectual Property Office of Ireland. The Department shares 23 Kildare Street with the Department of Tourism, Culture, Arts, Gaeltacht, Sport and Media. The Earlsfort Centre is shared with Eversheds Sutherland. The IPOI is also included as it is not a designated public body with respect to energy efficiency. Total attributable consumption for these buildings in 2022 was 744,162kWh which represented a 3.8% increase on 2021.

Chart 4 Energy Consumption attributable by Department building 2022



SEAI PSMR Scorecard (Indicative values for 2022 subject to revision)

The Department's Kildare Street offices account for 54% of total energy usage. Approximately 310 staff are based in 23 Kildare Street. It is a heritage building, the first purpose-built building by the Irish Free State for the Civil Service. It is of architectural and historic importance and is a protected building, with various conservation requirements overseen by the OPW. As a result, the amenities (water, waste management, heating and windows) are not 21st century proof and cannot be readily energy efficiency regulated or targeted as is the case with modern office accommodation and utilities.

Data from the OPW *OptimisingPower@Work* energy programme shows that as of December 2022 energy consumption in the building has reduced by 48% since the building joined *Optimising Power@Work* in 2009. This saving compares to the 25% average energy savings reported for all Govt buildings in the campaign. Annual electricity consumption in Kildare St has reduced by 30% to 512,690kWh since 2009. Annual gas consumption in the building has reduced by 56% since 2009. Compared to the base year of 2009 carbon emissions over the last twelve months have reduced by 46%. Monthly comparison data shows that the December 2022 CO₂ emissions are 47% lower (30 Tonnes) than December 2009.

Block C, Earlsfort Centre, Earlsfort Terrace/Hatch Street, Dublin 2 is leased by the OPW on behalf of the Department and accounts for 29% of our energy use. Approximately 201 staff are based in Earlsfort. As of March 2023, OPW data shows energy consumption in Earlsfort has reduced by 44% since the building joined the *OptimisingPower@Work* campaign in 2012. The total annual unit consumption of energy has decreased from 818,055kWh to

461,866kWh. Annual electricity consumption in Earlsfort has reduced by 45% since 2012. Gas consumption on site has reduced by 42%. Compared to the base year of 2012 carbon emissions related to the Earlsfort Building have reduced by 44%. Monthly comparison data shows that the March 2023 CO₂ Emissions are 34% lower (06 Tonnes) than March 2012. The other building occupied by the “core” Department (i.e., not our Offices) is 59 Dawson Street, Dublin 2. It is a small building with capacity of approximately 27 staff in total and accounts for 7% of energy usage. OPW data shows energy consumption in Dawson St has reduced by 31% since joining the *OptimisingPower@Work* campaign in 2012. Electricity consumption has reduced by 43% with Gas consumption on site reduced by 16%. Monthly comparison data shows that the February 2023 CO₂ emission are 18% lower (01 Tonnes) than February 2007. Compared to the base year of 2012 emissions have reduced by 33%.

4.3 Our People

4.3.1 Establish and resource Green Teams, reporting to senior management, to become integrated drivers of sustainability in every public sector body.

The Department recognises the importance of embedding climate action into the core of our day-to-day operations. The behaviour of each staff member is the ultimate driver of corporate sustainability. Over the past 20 years, the Department’s ‘Green Team’ has led on various climate action initiatives. In Q2 2023 we put out an invitation for new members to join the DETE “Green Team”. We will endeavour to ensure our Green Team membership is representative of all Divisions and Grades and is active across all our buildings.

The Energy Performance Officer is the Principal Officer with responsibility for Business Supports and they will lead on energy management and performance. The Department’s Energy Coordinator is the Assistant Principal Officer with responsibility for facilities management. The Energy Performance Officer and Energy Coordinator will be responsible for devising, implementing and reviewing the energy & environmental management system.

These officers will devise an Energy and Sustainability Programme on an annual basis. This will be drafted in consultation with the Green Team and feedback on the programme/additional input will be sought in the annual staff engagement workshop. The Programme will be based on the Plan, Do, Check, Act framework which is the basis of SEAI’s Energy MAP.

The Department will also seek to appoint Energy Officers for each of our buildings. This will replicate a structure like our internal Health & Safety Forum where the health and safety agenda has become embedded into day-to-day operations.

We will continue to work and collaborate closely with colleagues in the OPW, the SEAI and the Department of the Environment, Climate and Communications to utilise their expertise to assist in the engagement of our staff.

4.3.2 Nominate a member of the Management Board as the Climate and Sustainability Champion with responsibility for implementing and reporting on the mandate.

It is proposed that the Assistant Secretary Corporate Services Division will be the Sustainability Champion. The Business Service Unit will progress the Department’s climate action agenda and they will report to the Climate and Sustainability Champion. In recognition

of the crucial role and influence of the senior leadership cohort across the organisation, the Management Board will seek annual progress updates on the Department's climate action response.

4.3.3 Incorporate appropriate climate action and sustainability training (technical and behavioural, including green procurement training) into learning and development strategies for staff.

The Department's Learning & Career Development Unit will look to facilitate a range of climate action training. The Department is also committed to awareness raising information sessions, with a minimum of at least quarterly training/information sessions. This will involve the Business Services Unit providing an enhanced dedicated Green page on our internal Intranet (BOB) with video content, webinars, and information provision – for the office, remote working environment and for the home.

4.3.4 Organise staff workshops (at least annually) to engage on climate issues, including a focus on decreasing the organisation's carbon footprint.

The Department is committed to raising awareness amongst staff of the importance of transforming how we think about, generate and use energy. We will encourage employee participation and behavioural change in energy conservation and emissions reduction initiatives. The Department will also continue to collaborate with colleagues in the OPW, the SEAI and the Department of the Environment, Climate and Communications to utilise their expertise to assist in the engagement of our staff. This will include undertaking specific energy audits per building and continued participation in initiatives such as *OptimisingPower@Work*.

The Department will continue to promote awareness and "Green" behavioural message and "Green" culture across the Department and its Offices, and the continued use of a DETE "Green Month" each year will be an essential part of our staff engagement strategy.

4.3.5 Ensure all senior management (PO level or equivalent and above) complete a climate action leadership training course in 2023, similar to the Local Authority training course as delivered by the CAROs21.

The Local Authority Climate Action Training Programme has been developed under six unique pillars to further reinforce the delivery of effective climate action. The Department's Learning & Career Development Unit will consider the provision of relevant climate action leadership training as part of its overall career development strategy.

The Energy Performance Officer and Energy Coordinator will partake in appropriate modules of SEAI Energy Management Workshops and participate in relevant SEAI webinars. The Department will also consider rolling this training out to our Green Team members.

4.4 Our Way of Working

4.4.1 - GHG emissions; - Implementation of the mandate; - Sustainability activities report; - Compliance with Circular 1/2020: Procedures for offsetting the emissions associated with official air travel. Using SEAI's Public Sector Monitoring and Reporting System, public bodies are to report annually on implementation of the individual mandate requirements using a 'comply or explain' approach.

Since the beginning of 2020, the Department has adhered to the requirements introduced by the Department of Public Expenditure and Reform (DPER), to offset the greenhouse gas emissions associated with all Government air travel. The Department adheres to DPER procedures for offsetting the emissions associated with official Air Travel. In 2022 the Department calculated that 953,930 Kilometres were travelled with an associated 121,116 Tonnes of CO₂ emitted. The Department values every tonne of carbon emissions emitted. The Department's liability in 2022 was €4,965.76. The liability is calculated based on the prevailing rate of carbon tax and all liability must be paid to the Governments Climate Action Fund.

The Department recognises the continued roll out of our Blended Working Strategy will also present some opportunities in making some significant in-roads to meeting carbon emissions reduction targets.

4.4.2 Review any paper-based processes and evaluate the possibilities for digitisation so it becomes the default approach. Eliminate paper-based processes as far as is practicable. Where paper must be procured, ensure that recycled paper is the default.

The Department recognises the benefits of increased digitisation of our processes and services not only in terms of enhanced service to our customers but also as a more efficient, cost effective and environmentally friendly way of doing business. As recognised in our ICT strategy 2020-2025 the use of cloud-based services, combined with a digital by design approach, has the potential to transform many of our services. This approach encompasses a vision where our external customers can conduct all their business online. The Department has several services which are already on-line and increasing this end-to-end digital model is an important goal.

Our work-from-home practices during the Covid-19 pandemic taught us the value of digitalisation as our default approach. The Department and its offices now use eDocs Document and Records Management System to save documents and emails, and which facilitates the classification of electronic information as a record. Use of e-Docs records management and file storage system will help to enhance the Department's record management arrangements and will also reduce the need for paper files and will aid the further greening of the Department over time.

To discourage unnecessary paper and energy use the Department has reduced the number of personal printers and the introduction of eco-friendly "all in one" photocopiers /printers and time adjustments to ICT power down of systems. The Department is also committed to

greater use of Recycled paper as part of its stationery needs and will monitor progress in terms of reams of paper/kg paper used.

4.4.3 Achieve formal environmental accreditation for large public sector bodies, such as ISO 50001 (Energy Management Standard) or ISO 14001 (Environmental Management System), with a view to going beyond ISO 14001 to adopting EMAS (Eco Management and Audit Scheme). Specifically: - All public sector bodies with an energy spend greater than €2m per annum to achieve ISO 50001 certification by end-2024; - All remaining public bodies to implement energy management programmes as per SEAI's energy management guidance (S.I. 426 of 2014) and report to SEAI annually on M&R.

The Department's energy spend would not be > €2m per annum so ISO 50001 certification by end 2024 is not required. The Department is committed monitoring our Gap to-Target which will be modelled and reviewed regularly based on SEAI input for performance and improvement. We will continue to monitor energy usage and emissions to track progress towards emissions reduction targets and report to SEAI annually on M&R.

The Business Services Unit will work with SEAI on measures to reduce our gap to target and will evaluate and adjust our energy management as necessary based on monitoring and reporting results. Relevant Business Services Unit staff will also participate in relevant SEAI EnergyMAP training.

The Department will also maintain close contact with the OPW and our public sector cotenants on the feasibility and implementation of ideas for energy performance improvement and emissions reductions initiatives.

4.4.4 Implement Green Public Procurement (GPP), in line with the EPA Green Public Procurement Guidance and using GPP Criteria Search where appropriate.

The Department is committed to ensuring, that where practicable, Green Public Procurement and Social Considerations are incorporated into the tendering process for public contracts.

Under the Department of Public Expenditure and Reform (D/PER) Circular 20/2019 each Government Department must report annually on its green public procurement. In 2022, across the priority sectors, the Department and its Offices have procurements to the value of just over €1.7m which have incorporated GPP. This data is set out in detail in Appendix 2.

4.5 Our Buildings and Vehicles

4.5.1 Promote the use of bicycles and shared mobility options as an alternative to car use among employees and visitors.

In spring 2022, the Department signed up as a partner to the “Smarter Travel Initiative” and in January 2023 opened a new “Bike Park” for staff in Kildare Street. The Department is also participating in the Cycle into Summer event. The Department has received “Bronze Medal” partner status on the Active Travel initiative from the NTA/Department of Transport.

4.5.2 Phase out the use of parking in buildings that have access to a range of public transport services and active/shared mobility options for the majority of staff/visitors while providing that sufficient accessible parking is maintained for those with physical mobility issues.

Accommodation, including attendant car parking, for the Department, which is spread over several locations in Dublin as well as regionally, is provided by the OPW in buildings which are either State owned or leased by the OPW on our behalf. All leasehold arrangements are, accordingly, arranged by the OPW and not the Department.

4.5.3 Procure (purchase or lease) only zero-emission vehicles from the end of 2022.

The Department does not purchase or lease any transport fleet.

4.5.4 Display an up-to-date Display Energy Certificate in every public building that is open to the public to clearly show energy use.

The Department will display these Certificates in our buildings.

4.5.5 The public sector will not install heating systems that use fossil fuels after 2023, in (1) new buildings, and (2) “major renovation” retrofit projects.

The Department is currently working with the OPW to install 49 solar panels on the roof of 23 Kildare Street. Planning permission for this project is being sought and it is hoped to conclude this work in 2023. It is estimated that the solar panels could generate in the region of 5-10% of the energy needed to support the operations of both Departments in the building.

The heat supply to 23 Kildare St comes from the Leinster House campus and is in the form of three fuels (gas, oil and wood chip). The Department and the other Depts/bodies being serviced from Leinster House will need to explore with the OPW and the Facilities Management team at the Leinster House campus what if any further adjustments could be undertaken to improve the energy efficiency of heat supply.

4.5.6 Large public sector bodies and sectoral groups with a large estate should commence a deep retrofit of at least one building in 2023 in pursuit of the 2030 51% target.

Over the last decade, the Department and its Offices significantly downsized its real estate footprint cross Dublin by decanting from:

- Davitt House, Adelaide Road, D2 [downsized into 2 floors of Earlsfort + Dawson St]
- 42 Parnell House [CRO into Bloom House, D1]
- 4/5 Harcourt Rd [NCA into Bloom House, D1]
- Tom Johnson House, Haddington Road, D4
- Forfás Wilton Park House (55 ex-Forfás staff relocated into Kildare St, Earlsfort & Davitt in 2014)
- And when Equality Tribunal subsumed into DETE /for WRC now – the OPW reclaimed their former offices @ Clonmel St., D2.

The Department including our offices comprises a cohort of approximately 970 staff across 55+ business units led at Principal Officer level and these numbers includes a small cohort of staff based overseas in Beijing, Berlin, Brussels, London, Geneva, and Washington.

The Department's Offices which include the Companies Registration Office (CRO), the Intellectual Property Office of Ireland (IPOI), the Labour Court and the Workplace Relations Commission (WRC), are tenants in ten buildings across the country provided by the OPW. Four of these buildings are State owned and six are leased from private landlords by the OPW on our behalf. In all bar one of the buildings the Department shares with other tenants, other Departments, public bodies, or private sector companies.

The Department and its Offices do not own any property and we are therefore dependent on working with the OPW and local landlords in relation to certain facilities maintenance and significant climate action initiatives, such as the installation of LED lighting, solar panels, or consideration of any significant building refurbishments.

The Department has some experience, knowledge and track record of delivering small to medium (<€250k-€1m) capital projects in the organisation. Staff in charge of energy efficiency have a facilities management remit and have some capability to deliver minor investments such as lighting upgrades and boiler upgrades. In terms of our efforts to ensure that the energy footprint of our buildings can be minimised for the energy service required, the Department has engaged in the following approaches:

- **Zero or minimal-investments 'Low-hanging fruit'**, consisting of energy management, staff awareness and minor investments in controls (e.g., automatically powering off PCs).
- **Standalone energy projects (<€100k)** Investments in single systems (e.g., lighting, heating, etc.) that have a defined payback based on energy cost savings.
- **Standalone energy projects (>€100k)** Investments in single or multiple systems (e.g., lighting, heating, etc.), potentially including building fabric measures.

In terms of deep retrofitting the Department does not have competency in full asset renewal project where a full building retrofit is required, or a building that is recommended for replacement. The Department also does not have competence for new buildings designed for the latest building standards, which are tending towards NZEB by the end of this decade.

Upkeep and maintenance of the buildings is dependent on assistance from, and in certain instances the approval of the OPW. The Department is committed to working with OPW in this regard.

In pursuit of our emissions targets, the Department will also continue to work with SEAI input, on climate action upgrades and projects to minimise the impact of our activities. Our approach will be to adapt our behaviour, improve our processes and have more efficient usage. We will also promote environmental awareness within our organisation. The Department is committed to complying with applicable energy efficiency and environmental legal and other requirements that apply to our activities.

Appendix 1 Department of Enterprise, Trade and Employment Accommodation Footprint

The Department and its Offices are in the following buildings, typically sharing locations with other public and private sector tenants:

Department/Office	Location	Other tenants	Indicative DETE Staff Numbers per location
Department	23 Kildare Street, D2	D/TCAGSM	c. 301
Department	Block C, Earlsfort Centre, D2	Private sector	c. 201
Department	59 Dawson Street, D2	n/a	c. 27
Workplace Relations Commission Labour Court	Lansdowne House, Lansdowne Road, D4	Revenue Commissioners	c. 141 combined (WRC & Labour Court)
Companies Registration Office	Bloom House, Gloucester Street, D1	Various (public & private)	c. 77
Companies Registration Office Workplace Relations Commission	O'Brien Road, Carlow	CRO & WRC share location	c. 109 combined
Intellectual Property Office of Ireland	Government Buildings, Lower Hebron Road, Kilkenny	Various public sector bodies	c. 55
Workplace Relations Commission (small regional offices with c 11-12 staff per location)	Elysian Building, Eglington Street, Cork Marino House, Finisklin Business Park, Sligo Clare Technology Park, Gort Road, Ennis, Co Clare	Various public and private sector tenants	c. 35 in total

Appendix 2 Green Public Procurement 2022

Priority Sector* Reference year 2022	Total number of contracts signed over €25,000 by priority sector	Total value of contracts signed over €25,000 by priority sector (VAT exclusive)	Total number of contracts signed over €25,000 by priority sector which have incorporated GPP	Total value of contracts signed over €25,000 by priority sector which have incorporated GPP. All values should be (VAT exclusive)
Energy-related Products	1	€38,911	Nil	Nil
Food & Catering Services	Nil	Nil	Nil	Nil
Heating Equipment	Nil	Nil	Nil	Nil
ICT Products	4	€1,717,136	2	€1,612,000
ICT Services	3	€1,098,823	Nil	Nil
Indoor Cleaning Services	2	€170,578	1	€136,400
Indoor & Outdoor Lighting	Nil	Nil	Nil	Nil
Office Building Design, Construction & Management	Nil	Nil	Nil	Nil
Paper Products & Printing Services	Nil	Nil	Nil	Nil
Textiles Products & Services	Nil	Nil	Nil	Nil
Transport	Nil	Nil	Nil	Nil
Totals	10	€3,025,448	3	€1,748,400
Other Sectors**				
Professional Services	Nil	Nil	Nil	Nil
Training	Nil	Nil	Nil	Nil

Laboratory Equipment	Nil	Nil	Nil	Nil
Facilities Management	Nil	Nil	Nil	Nil
Media	Nil	Nil	Nil	Nil
Furniture	Nil	Nil	Nil	Nil
Research	1	€100,000	Nil	Nil
Marketing	Nil	Nil	Nil	Nil
Licensing	1	€30,500	Nil	Nil
Veterinary & Farming	Nil	Nil	Nil	Nil
Other (please add other categories where relevant)	Nil	Nil	Nil	Nil
Totals	12	€3,155,948	3	€1,748,400

* Eleven sectors for which GPP criteria have been developed by the EPA, based on common EU criteria with adaptations to reflect the Irish market and procurement practices

** Any other sectors which are not covered by EPA GPP criteria. Examples listed here based on 2020 and 2021 reporting by govt. departments but please add others where relevant