



Australian Government

Department of Climate Change, Energy,
the Environment and Water

Climate Risk Digital Tool

User Guide

<https://crdt.dcceew.gov.au>



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Acknowledgement of Country

We acknowledge the Traditional Owners of Country throughout Australia and recognise their continuing connection to land, waters and culture. We pay our respects to their Elders past and present.

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Introduction

The Australian Government has committed to incorporating information on climate risks and opportunities into Australian institutions. The [Australian Government's Approach to Climate Risk and Opportunity Management in the Public Sector](#) outlines how the Australian Government will embed climate risk management into decision making. [The Climate Risk and Opportunity Management Program](#) (CROMP) aims to:

- position Australia as an international leader in public sector climate risk management
- drive better Australian Government decision-making through the consideration of climate risks and opportunities
- ensure the Australian Government is transparently disclosing its climate risks and opportunities, aligning with private sector climate risk disclosure requirements.

CROMP aims to uplift the capability of public sector climate risk and opportunity management through providing guidance documentation, online learning and development modules, and support services.

The [Climate Risk Digital Tool](#) has been developed to guide users step-by-step through undertaking a climate risk and opportunity assessment in accordance with the CROMP framework. The tool aims to streamline the assessment process, provide guidance and help text throughout, and facilitate collaboration. The Tool is available to all public sector employees, including Commonwealth entities and companies, and state, territory and local governments.

This User Guide has been developed to provide users with key information relevant to using the Climate Risk Digital Tool. It stipulates the terms of use for the Tool, provides guidance on using the Tool, and includes important information including security and data, and FAQs.

If you have any queries, please contact crdt@dcceew.gov.au

The key objectives of the Climate Risk Digital Tool are to:

- ✓ Streamline the process of undertaking a climate risk and opportunity assessment in accordance with the Climate Risk and Opportunity Management Program.
- ✓ Facilitate collaboration within and between teams to complete your climate risk and opportunity assessment
- ✓ Integrate guidance material and resources to assist with undertaking your assessment
- ✓ Allow your assessment to be summarised and exported, for use in reporting.

Climate Risk Digital Tool privacy notice and terms of use

Introduction

The Climate Risk Digital Tool (hereafter referred to as ‘the Tool’) has been developed by the Department of Climate Change, Energy, the Environment and Water (DCCEEW) to guide users through undertaking a climate risk and opportunity assessment in accordance with the Climate Risk and Opportunity Management Program (CROMP). The tool is available to all levels of government and is designed to enhance the capability of the Australian Public Sector in climate risk and opportunity management.

Privacy notice

This notice explains how your personal information will be collected and handled as part of using the Climate Risk Digital Tool. You are receiving this notice because the Tool requires you to create an account and sign in with your email address. We will collect the following personal information about you:

- Name (as it appears on your email address)
- Work email address

The Tool will use this personal information to create an account and enable you to access the Tool. The Tool will email you as part of the multi-factor authentication process, and you may also receive emails from the Tool if you are invited to participate in another user’s climate risk assessment.

We will not use or disclose your personal information. However, we may view your account email address if required as part of our support service.

Your personal information will be handled in accordance with the Privacy Act 1988 (Cth) and our Privacy Policy.

All data within the Tool is stored in Australia and is encrypted according to Australian Government standards.

We use Google Analytics to collect anonymised data about your interactions with our website.

You can choose not to provide your personal information. However, this would mean that you cannot create an account and access the Tool.

Privacy policy and contact us

Our privacy policy explains how you can access or correct your personal information, and how to make a complaint. Available at [Privacy](#) (DCCEEW).

If you have questions, please contact DCCEEW at privacy@dcceew.gov.au

Terms of use

Eligibility and usage

By using the Tool, you confirm that you (the ‘user’):

1. Are an employee of a government entity, agency or company, including Commonwealth, state, territory and local governments, and Commonwealth companies, or another organisation that has been granted access by DCCEEW.
2. Will use the Tool in your official capacity related to your role.
3. Have read the Climate Risk Digital Tool User Guide and will use the tool in accordance with requirements stipulated in the User Guide.

Data handling and security

1. The Tool is capable of using and storing information classified up to OFFICIAL: Sensitive.
2. All data within the Tool is stored in Australia and is encrypted according to Australian Government standards.
3. DCCEEW does not have standing access to the information within assessments. Users can only gain access to an assessment if they are invited by an Assessment Administrator.
4. We use Google Analytics to collect anonymised data about a user’s interactions with our website.

Administrative access

1. Governance arrangements of the assessments are to be established by the user’s organisation. Guidance is available in the User Guide around establishing governance and roles within an assessment.
2. It is recommended that the user’s organisation maintains at least two administrator accounts to mitigate the risk of lost access to assessments. See User Guide for information on roles and responsibilities within the Tool.
3. It is the user’s responsibility to ensure adequate access controls to your risk assessments, as DCCEEW is unable to recover lost access.

Liability

1. DCCEEW accepts no responsibility for the use of data exported from the Tool.
2. Users are responsible for ensuring the accuracy and appropriateness of the data entered and used within the Tool.
3. Any decisions made based on data or assessments conducted using the Tool are the responsibility of the user and their organisation.

Support and contact

For support requests or more information, please contact the DCCEEW support team at crdt@dcceew.gov.au.

Access the Climate Risk Digital Tool

Create a new account

Sign up to the Tool:

You can visit the Climate Risk Digital Tool via this link <https://crdt.dcceew.gov.au/>

Any user with an @.gov.au email address can create an account. If you are a government company or agency with a different domain (e.g. a Commonwealth company or local government authority) email crdt@dcceew.gov.au to request access to the Tool.

You will be asked to sign up for a new account. Follow the prompts to fill in your details.

1. Click 'Sign up now'.
2. Enter your email address and verify the code sent via email.
3. Fill in details and click 'Create'.

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CLIMATE RISK
DIGITAL TOOL

Sign in with your email address

Email Address

Password

[Forgot your password?](#)

Sign in

Don't have an account? [Sign up now](#)

1

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CLIMATE RISK
DIGITAL TOOL

Please provide the following details. Passwords must be
changed every 90 days.

Verification code has been sent to your inbox. Please
copy it to the input box below.

Email Address

your@email.com

Verification code

Verification code

Verify code

Send new code

2

New Password

New Password

Confirm New Password

Confirm New Password

Display Name

Display Name

Given Name

Given Name

Surname

Surname

Create

Cancel

3

Login to My account

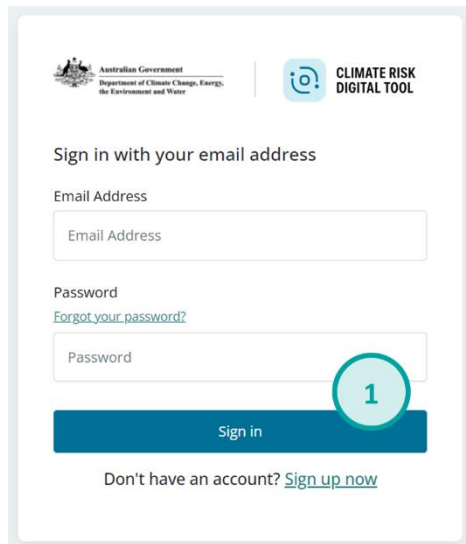
Logging into the Tool:

Once you have created an account, you can login at any time to access your assessment. Use the same link you did when signing up:

<https://crdt.dcceew.gov.au/>

The Tool has a multi-factor authentication process, so you will need access to your emails to enter the code and complete the login process.

1. Fill in details using credentials you entered when you first signed up for an account. Click 'Sign in'.
2. Enter your email address and verify the code sent via email.
3. Once signed in, you will be led to the homepage as shown below.



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CLIMATE RISK
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Sign in with your email address

Email Address

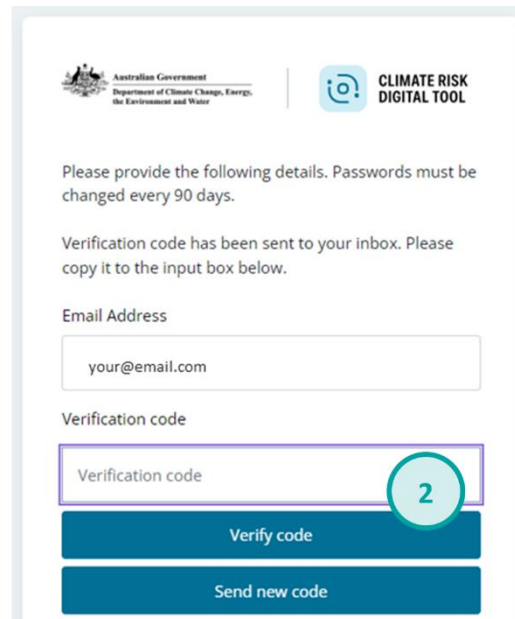
Password

[Forgot your password?](#)

1

Sign in

Don't have an account? [Sign up now](#)



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CLIMATE RISK
DIGITAL TOOL

Please provide the following details. Passwords must be
changed every 90 days.

Verification code has been sent to your inbox. Please
copy it to the input box below.

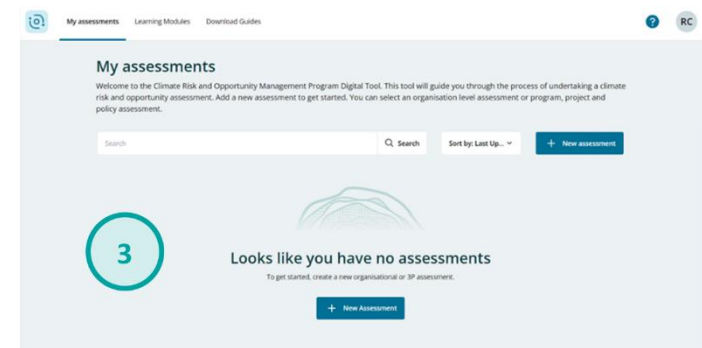
Email Address

Verification code

2

Verify code

Send new code



My assessments Learning Modules Download Guides

My assessments

Welcome to the Climate Risk and Opportunity Management Program Digital Tool. This tool will guide you through the process of undertaking a climate risk and opportunity assessment. Add a new assessment to get started. You can select an organisation level assessment or program, project and policy assessment.

Search Search Sort by: Last Up... + New assessment

3

Looks like you have no assessments

To get started, create a new organisational or 3P assessment.

+ New Assessment

Reset my password – forgotten password

There are two ways to reset or update your password. To do this before you have logged in (if you have forgotten your password):

1. Click 'Forgot your password?'
2. Enter your email address and verify the code sent via email.
3. Verify your email address.
4. Fill in the new password and click 'Continue'.

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CLIMATE RISK
DIGITAL TOOL

Sign in with your email address

Email Address

Password
[Forgot your password?](#)

1

Don't have an account? [Sign up now](#)

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CLIMATE RISK
DIGITAL TOOL

Please provide the following details.

Verification code has been sent to your inbox. Please copy it to the input box below.

Email Address

Verification code

2

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DIGITAL TOOL

Please provide the following details.

E-mail address verified. You can now continue.

Email Address

3

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CLIMATE RISK
DIGITAL TOOL

Please provide the following details. Passwords must be changed every 90 days.

New Password

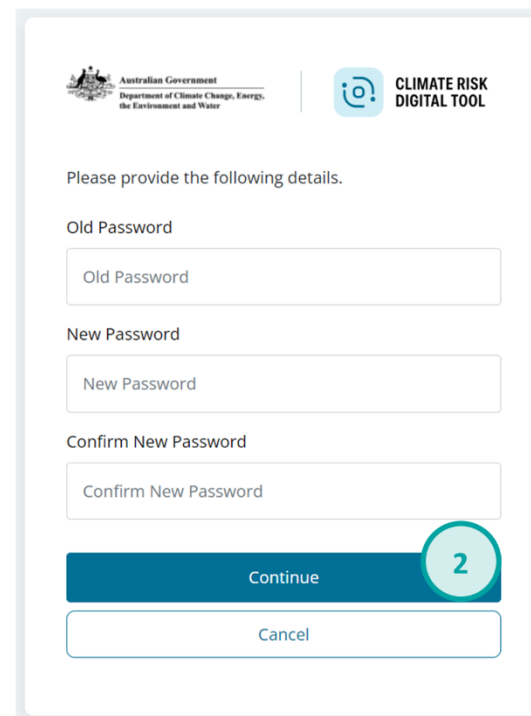
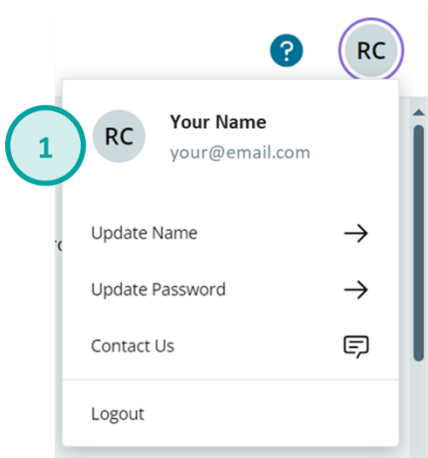
Confirm New Password

4

Update my password – when logged in

To update your password when logged into the tool:

1. Click on your initials in the top right-hand side of the screen to open the settings menu and select 'Update Password'.
2. Fill in the old password and new password then click 'Continue'.



A screenshot of the 'Update Password' form. At the top left is the Australian Government logo and text: 'Australian Government Department of Climate Change, Energy, the Environment and Water'. At the top right is the 'CLIMATE RISK DIGITAL TOOL' logo. Below the header, it says 'Please provide the following details.' The form contains three input fields: 'Old Password', 'New Password', and 'Confirm New Password'. At the bottom, there are two buttons: a blue 'Continue' button and a white 'Cancel' button. A red circle with the number '2' highlights the 'Continue' button.

Get help using the Climate Risk Digital Tool

Guidance on how to use the Tool

Each page has tailored, in-line help to support you to complete the assessment:

1. From any page, click the ? button in the top right-hand side of the screen.
2. A 'Support' tab will pop out from the side of the screen. You can make this tab larger or smaller by clicking on the two lines on the left-hand side of the tab and while still clicking, moving your mouse left or right.
3. Scroll through the content to find more information.

The screenshot displays the 'Assessment Home' page of the Climate Risk Digital Tool. At the top right, a help icon (?) is circled with a '1'. A 'Support' sidebar is open on the right, with a close button (X) and a scroll bar. The sidebar content includes 'Assessment Home', 'The CROMP Process' (with a circular diagram of seven steps, where step 2 is circled with a '2' and step 3 with a '3'), and 'Risks and opportunities'. The main page features an 'Upcoming Maintenance' banner, a navigation menu on the left, and two main sections: '1 Preparing for my assessment' and '2 Setting up my assessment'. Each section contains several cards with icons and text, such as 'Complete the learning modules', 'Download the assessment guide', 'Invite admins / assessment team', 'Review your global risk matrix', 'Scope the assessment', and 'Select climate scenarios'.

Extra tips and tricks

Select pages have specific tips and tricks to provide extra context on the information you are being asked to provide:

1. Wherever you see a ? symbol, hover over with your mouse. A pop-up box will appear to provide you with extra context.

The screenshot displays the 'Risk register' page in the Climate Risk Digital Tool. The interface includes a navigation sidebar on the left with categories like 'ASSESSMENT SETUP', 'ASSESSMENT WORKSHOPS', 'SUB ASSESSMENTS', 'ASSESSMENT SUMMARY', and 'Settings'. The main content area shows a table with columns: ID, Geographic region, Risk or opportunity, Physical or Transition, Risk, Opportunity driver, Values at risk, Impact, Consequence, Risk/Opportunity statement, Risk/Opportunity Owner, Existing controls, and Driv. Scen. A tooltip is visible over the 'Risk' column header, containing the text: 'Select whether you are assessing a physical (e.g. increased temperature or bushfires) or transition (e.g. policy, market shifts, reputational) risk or opportunity'. A red circle with the number '1' highlights the question mark icon in the 'Risk' column header.

Governance within the climate risk and opportunity assessment

Setting up the governance within the assessment

The [Commonwealth Risk Management Policy](#) requires that the Accountable Authority of an entity (an individual or governing body) is responsible for having in place the appropriate systems for oversight and management of risk.

The oversight and management of climate risks and opportunities is crucial. Climate risk management is ultimately the responsibility of the Accountable Authority but can be delegated to a Chief Risk Officer (CRO).

It is important to determine the executive sponsor for the assessment. They will help to ensure that the assessment findings are integrated into existing systems and processes.

Your organisation's enterprise risk management framework ideally includes a description of the governance structure for managing risks.

Please see the Organisational Application Guide for further information.

Additional resources that describe APS responsibilities are listed in the Technical Guidance (Chapter 1 | Governance and APS responsibilities).

Several roles and responsibilities are required to complete the assessment:

Executive sponsor:

Leader of an assessment providing strategic guidance, resources, and support to ensure the successful completion of the assessment.

Assessment administrators:

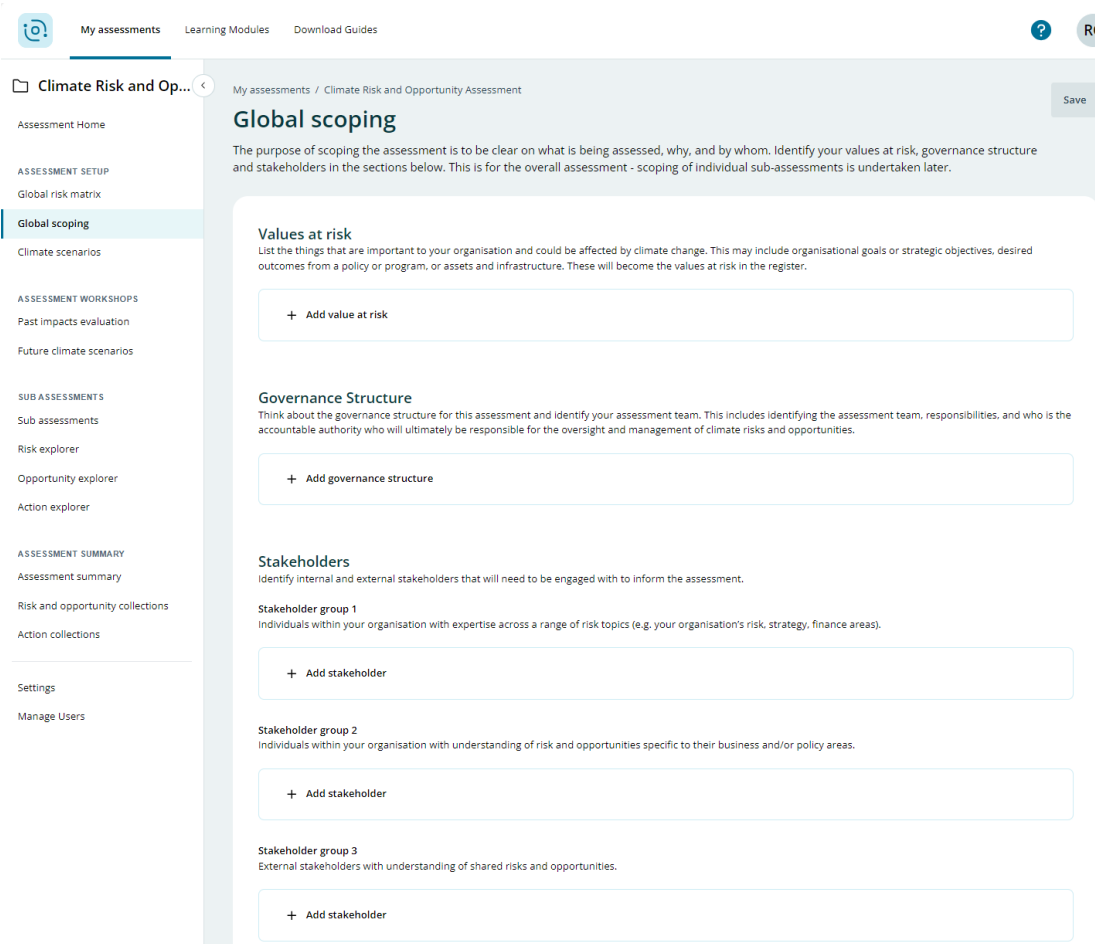
Creator of an assessment or someone who has been invited into the assessment as an administrator. An administrator can see and edit all aspects of the assessment, can edit global scoping and can create sub assessments and invite collaborators.

Assessment collaborators and stakeholders:

Contributors to the assessment usually have relevant expertise across a range of risk topics. Can be invited by an Assessment Administrator to contribute to a sub assessment, with either view or edit access.

Setting up the assessment team

Establish the assessment team and determine roles within the assessment:



Climate risk and opportunity management is a multidisciplinary exercise, meaning you will need a small but diverse team to lead the process.

1. In consultation with your executive sponsor, identify core team members and record this within the Governance Structure in the 'Global scoping' section of the Tool.
2. Identify, list and contact stakeholders in your organisation who may have relevant expertise across a range of risk topics (e.g. your agency's risk, strategy and finance areas). These stakeholders (stakeholder group 1) will assist you to consider risks consistently and in a way that is aligned with your organisation's existing structures and decision-making processes.
3. Identify and list stakeholders in your organisation that will be needed to understand risks and opportunities related to their specific business and/or policy areas (stakeholder group 2).

Your assessment team will not hold all the knowledge necessary to manage climate risks and opportunities across your entire organisation. Stakeholders will provide expert knowledge and will help obtain buy-in to deliver climate risk and opportunity management activities across the whole organisation.

Invite administrators and collaborators

There are two key roles with different permissions within the Tool:

1. **Assessment Administrator** – Creator of an assessment or someone who has been invited into the assessment as an administrator. An Assessment Administrator can see all aspects of the assessment and edit any part of the assessment. The Assessment Administrators are responsible for editing global scoping, creating sub assessments, and inviting collaborators. Assessment Administrators can access all sub assessments.

Assessment Administrators are responsible for communicating the expectations to the assessment team, and for ensuring the collaborators have access to the correct sub assessments. Assessment Administrators are responsible for completing the ‘Assessment summary’ section of the tool, which pulls the sub assessments together to summarise and export for use in reporting, as required.

It is recommended that at least two users are established as an Assessment Administrator for each assessment. If an Assessment Administrator leaves an organisation, they are responsible for ensuring another Assessment Administrator has access to the assessment, to avoid the organisation losing access to an assessment.

2. **Collaborator** – Someone who has been invited into an assessment to view or edit an individual sub assessment. This user can also view, but cannot edit, the assessment setup sections e.g. the global scoping, global risk matrix, climate scenarios, past impacts. The user can only view and export data from sub assessments they have permission to view or edit. The user cannot edit the ‘Assessment summary’ where you add risks, opportunities or actions to the assessment summary report.

Collaborators are responsible for contributing to the sub assessments that they have been invited to, in accordance with the requirements of the CROMP process and the instructions from the Assessment Administrators. Collaborators can be invited to multiple sub assessments, with edit or view access determined by the Assessment Administrator for each sub assessment.

Tip: *When a new user creates an account and then creates an assessment, they automatically become the Assessment Administrator for that assessment. Organisations are responsible for establishing the governance arrangements for their assessment to ensure that the ‘correct’ assessment is administrated by users with appropriate roles and responsibilities.*

Completing my climate risk and opportunity assessment

1. Select 'New assessment' from the my assessments page.
2. Create an organisational or 3P level assessment in the pop-up window and name the assessment.

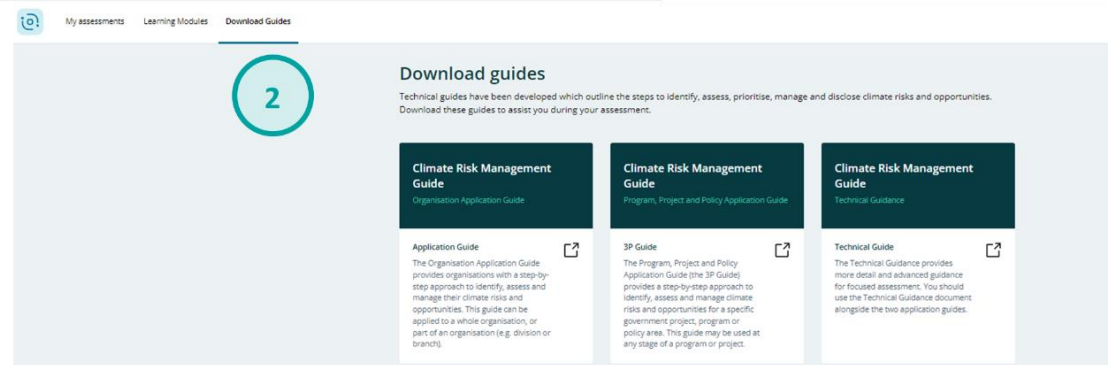
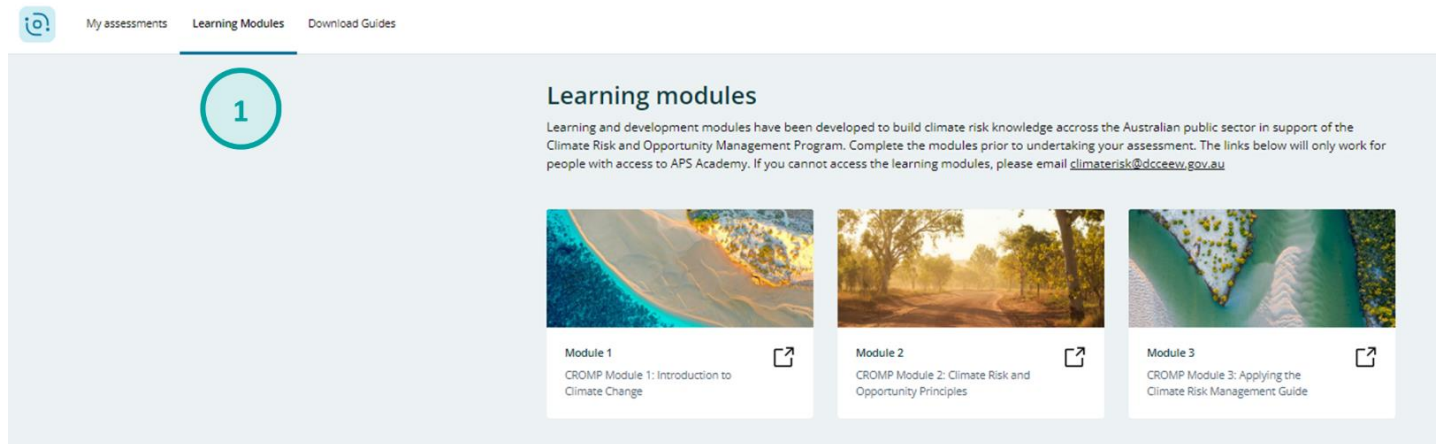
The image shows two screenshots of the 'My assessments' page. The top screenshot shows the main interface with a search bar, a 'Sort by: Last Updated...' dropdown, and a '+ New assessment' button. A red circle with the number '1' highlights the '+ New assessment' button. Below the button, the text reads 'Looks like you have no assessments' and 'To get started, create a new organisational or 3P assessment.' A second red circle with the number '1' highlights the '+ New Assessment' button in this section.

The bottom screenshot shows the 'Create a new assessment' pop-up window. It has a title bar with a close button (X). Below the title is an 'Assessment title' input field. The main content area asks 'What type of assessment do you want to create?' and offers two options: 'Organisational' (with a building icon) and '3P (Program, Project or Policy)' (with a document icon). The 'Organisational' option includes the text 'For climate risk and opportunity assessments for all or part of an organisation.' The '3P' option includes the text 'For targeting a specific program, project or policy area.' A 'Create assessment' button is located at the bottom right of the pop-up. A red circle with the number '2' highlights the 'Organisational' option.

Training and guidance

Learning and development modules

1. The tool includes links to three learning and development modules. These links take you to the APS Academy. If you cannot access APS Academy, email crdt@dcceew.gov.au for guidance on accessing the modules. Complete the modules to inform your assessment.
2. The tool also includes links to guidance material. Open and download the guides for easy reference during your assessment. Key information and guidance are provided within the tool, and links to the guidance material are also provided throughout via the help text.



Populate global scoping

Establish the scoping for your assessment

The Assessment Administrators are responsible for establishing global scoping for the assessment. This includes establishing the governance arrangements, assessment team and values at risk. ‘Values at risk’ are the elements that are important to your organisation and could be affected by climate change, including organisational goals and objectives, key work and business operations, and people and assets.

The screenshot displays the 'Global scoping' configuration page in the Climate Risk Digital Tool. The page is divided into a left-hand navigation sidebar and a main content area. The sidebar lists various assessment stages, with 'Global scoping' currently selected. The main content area features a breadcrumb trail 'My assessments / Example' and a 'Save' button. The 'Global scoping' section is titled and includes an introductory paragraph explaining its purpose. Below this, three distinct sections are provided for data entry: 'Values at risk', 'Governance Structure', and 'Stakeholders'. Each section contains a brief instruction and a large, empty rectangular box with a '+ Add [section name]' button, indicating where users can input their specific information.

Edit the risk matrix

Edit the global risk matrix to align with your enterprises risk management framework

1. The risk matrix will be used to rate the likelihood, consequence and severity of climate risks identified in the sub assessments. Assessment Administrators are responsible for editing the global risk matrix to align with your organisation's enterprise risk management framework.

My assessments / Example

Global risk matrix [?]

The risk matrix will be used to evaluate climate risks in your assessment, and should align with your organisation's risk management framework.

[Where is this data used?](#)
This data forms an important part of your risk assessment rating. For each risk you will use the risk matrix to evaluate risks.

		Consequence Ratings				
Likelihood Ratings		Insignificant	Minor	Moderate	Major	Catastrophic
Almost certain		Low	Medium	High	Extreme	Extreme
Likely		Low	Medium	High	High	Extreme
Possible		Low	Medium	Medium	High	High
Unlikely		Low	Low	Medium	Medium	High
Negligible		Low	Low	Low	Medium	Medium

Review and select the climate scenarios

Review climate scenarios and set the scenarios and timeframes to be considered throughout the assessment.

Climate scenarios and timeframes are to be selected by the Assessment Administrators. These are the scenarios and timeframes that climate risks will be assessed for throughout the sub assessments. Present day is compulsory, and then we recommend selecting two climate scenarios and two timeframes (e.g. ‘near-term low emissions’, ‘near-term medium emissions’, ‘mid-term low emissions’ and ‘mid-term medium emissions’). This will enable comparison of the risk profile over time and between climate scenarios.

1. Summary information on climate scenarios and timeframes is available in the tool by clicking ‘Learn more’.
2. Links to external resources are provided if further information is required.

The screenshot displays the 'Climate scenarios' selection interface. On the left, a sidebar lists navigation options such as 'Example', 'ASSESSMENT SETUP', 'ASSESSMENT WORKSHOPS', 'SUB ASSESSMENTS', 'ASSESSMENT SUMMARY', and 'Settings'. The main content area is titled 'Climate scenarios' and includes a description: 'Identify which climate scenarios you will consider in your climate risk assessment. The assessment should consider at least two climate scenarios and at least two timeframes. P'. It features four scenario options, each with a description and checkboxes for 'Near-term (2030)' and 'Mid-term (2050)'. A red circle with the number '1' highlights the 'Low emission' scenario. The right-hand panel, titled 'Support', provides detailed information for the 'Climate Scenarios: Low Emission' scenario, including a table of key metrics and a list of useful links. A red circle with the number '2' highlights the 'Useful Links' section.

Emission Level	Low
Global Warming Level by 2100	1.5°C
IPCC Scenario	Physical: SSP 1-2.6/RCP 2.6 Transition: SSP 1-1.9/RCP 1.9
Overview	Aggressive emission reduction scenario to meet the Paris Agreement, marked by global collaboration by governments, society and industry to lead steep decarbonization.
Socio-economic Narrative	Educational and health investments accelerate the demographic transition, and the emphasis on economic growth shifts toward a broader emphasis on human well-being. Driven by an increasing commitment to achieving development goals, inequality is reduced both across and within countries. Population levels peak at 8.5 billion between 2050 and 2060 and decline to today's level of around 7 billion by 2100.
Key Outcomes	Transition risks and opportunities dominate. Globally coordinated effort to reduce emissions to net zero around 2070, and accelerated transition to renewables and electrification.

Useful Links

- Climate change in Australia
- BoM State of the Climate Report
- IPCC Climate Change 2022: Impacts, Adaptation and Vulnerability

Review past impacts and future trends

Review past impacts and future climate scenario trends

1. It can be useful to consider how your values at risk have been impacted in the past by climate hazards or the transition to net zero. Workshops or consultation with stakeholders should be undertaken to populate the 'Past impacts evaluation' section of the tool. This can provide useful context for consideration of future climate risks.
2. Trends for physical and transition risk drivers are summarised in the 'Future climate scenarios' section of the tool. These are Australia wide but provide general information on the trend to inform the likelihood and consequence ratings for climate risks. Review the trends and note those particularly relevant to your assessment.
3. Additional, more detailed information (e.g. for a specific geographic location) can be populated in the free text section if desired. Links to external resources are available in the help text.

Past impacts evaluation

Consider how your values at risk have been affected in the past by climate hazards or the low emissions transition.

Risk drivers	Values at risk	
	Value 1	Value 2
Managing finances		Positive and effective stakeholder relationships
Bushfires (incl. weather conducive to fires and poor air quality)		
Lack of climate knowledge/information		
Storm surge (incl. coastal inundation)		

[+ Add new row](#)

Future climate scenarios

The tables below summarise the general trends for different emissions scenarios and timeframes, for the key physical and transitional risk drivers. These will be automatically summarised in your risk registers depending on the scenarios you have selected.

Consider future climate scenarios and how these may influence your values at risk. General physical and transitional risks are summarised below. Links to additional sources of information for future climate projections are provided in the help menu.

Physical Risk Driver Graphic

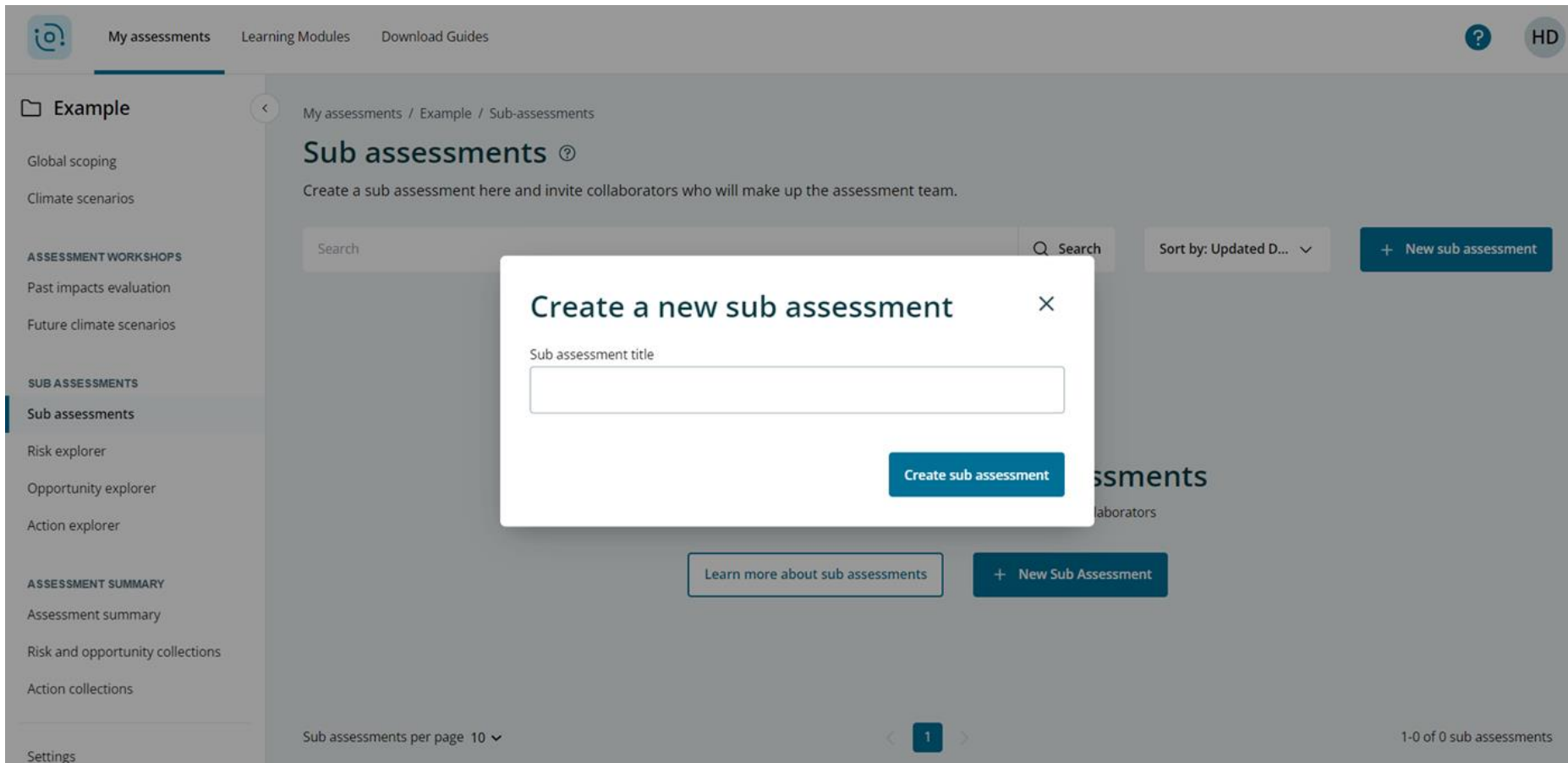
Physical risk driver	Description	Today	Low emissions			Moderate emissions			High emissions		
			2030	2050	2090	2030	2050	2090	2030	2050	2090
Temperature rise	Increase in annual average temperature	↑	↑↑↑	↑↑↑	↑↑↑	↑↑↑	↑↑↑	↑↑↑	↑↑↑	↑↑↑	↑↑↑
Rainfall	Change in annual rainfall totals	↓	Some regions of Australia show decreasing trends but projections are uncertain								
Sea level rise	Increase in sea level	↑	↑↑↑	↑↑↑	↑↑↑	↑↑↑	↑↑↑	↑↑↑	↑↑↑	↑↑↑	↑↑↑
Drought	Longer dry spells / time spent in drought	↑	Increasing trends except for far north QLD but projections are uncertain								
Extreme heat	Increase in the frequency, intensity and duration of hot days and heatwaves	↑	↑↑↑	↑↑↑	↑↑↑	↑↑↑	↑↑↑	↑↑↑	↑↑↑	↑↑↑	↑↑↑
Extreme rain & flood	Increase in the frequency, intensity and duration of heavy rainfall events that may lead to flooding	↑	-	↑	↑	-	↑	↑↑	-	↑↑	↑↑
Fire weather	Increase in weather conditions conducive to fire (e.g. changes in vegetation and ignition sources)	↑	↑↑↑	↑↑↑	↑↑↑	↑↑↑	↑↑↑	↑↑↑	↑↑↑	↑↑↑	↑↑↑
Severe weather	Includes wind gusts, thunderstorms, hail storms, fronts, east coast lows, storm surge and tropical cyclones	↑	Decreasing frequency but increasing intensity for some types								

Please right click and 'Open image in new tab' for full resolution.

Note the physical risk drivers that are most relevant to your organisation and your assessment, and how those risk drivers may impact your values at risk.

Setup sub assessments

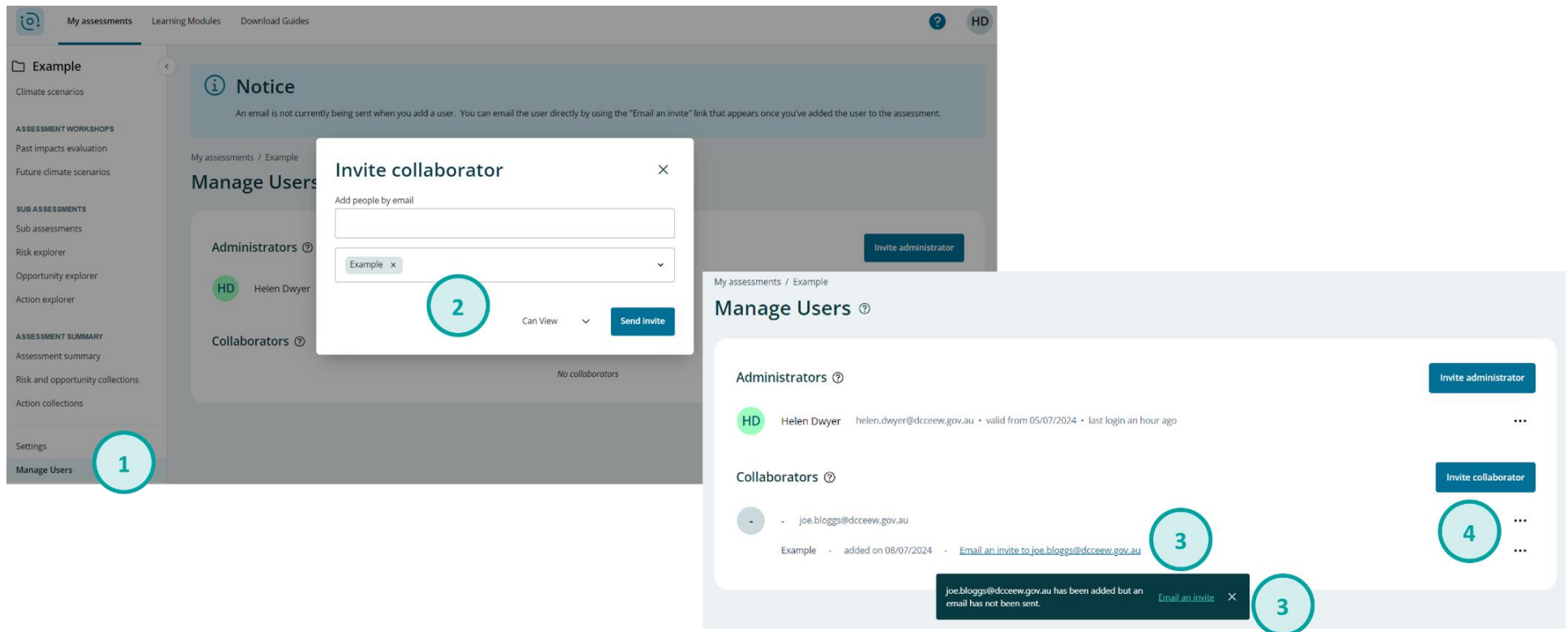
Create sub assessments for your assessment. The risk and action registers will be populated by collaborators for each sub assessment. You can create as many sub assessments as required – for example per division, team, or project. Once you have created the sub assessments, you can invite collaborators to contribute.



Invite collaborators

Invite collaborators to sub assessments

1. Once you have created sub assessments, invite collaborators in the 'Manager users' page.
2. You can invite collaborators to multiple sub assessments and can set their access as 'edit' or 'view'.
3. There is a temporary issue with sending emails out of the Tool. Once you have invited the collaborator, you need to click on the link in the pop-up notice, or next to the user's name, and it will open a prefilled email which you can send to them.
4. Edit the users access permissions, or remove them from an assessment, via the '...' icon. Assessment Administrators are responsible for managing access and permissions within the assessment and sub assessments.



Populate sub assessments

Undertake the risk and opportunity assessment

Collaborators are responsible for populating the risk register and action register within the sub assessments that they have been assigned to. They will first scope the sub assessment, including identifying geographic regions, key stakeholders, and reviewing the global risk matrix. Within the risk register they will identify the risks, develop risk/opportunity statements, and rate the risks for each climate scenario and timeframe set in global scoping. Opportunities need to be identified but do not need to be rated. Some of the data within the register is pre-populated and some is sourced from global scoping. Help text is provided within the risk register. Stakeholder engagement is likely to be required to identify risks and opportunities, identify existing controls, rate risks and allocate actions. Actions can be further assessed in the ‘Action register’ tab.

My assessments / Example / Sub-assessments / Example

Risk register

Search Search Columns > Filters

Risk Detail										Risk Rating						Risk Action					
ID	Geographic region	Risk or opportunity	Physical or Transition	Risk driver	Opportunity driver	Values at risk	Impact	Consequence	Risk/Opportunity statement	Risk/Opportunity Owner	Existing controls	Driver Scenario	Timeframes	Scenario	Likelihood Rating	Consequence Rating	Risk Rating	Rating justification	Is the risk acceptable?	Risk Treatment	Actions to address risk/realise opportunity
1	Australia	Risk	Physical	Drought (incl. dry spells)		Positive and effective stakeholder relationships						Drought (incl. dry spells) Increase in southern Australia, decrease in the north ↑ High confidence	Current	Present day	Select	Select			Select		
												Drought (incl. dry spells) Increasing trends except for North Australia ↑ Medium confidence	Near-term (2030)	Low emission	Select	Select			Select		
												Drought (incl. dry spells) Increasing trends except for North Australia ↑ Medium confidence	Mid-term (2050)	Low emission	Select	Select			Select		
												Drought (incl. dry spells) Increasing trends except for North Australia ↑ Medium confidence	Near-term (2030)	Medium emission	Select	Select			Select		
												Drought (incl. dry spells) Increasing trends except for North Australia ↑ Medium confidence	Mid-term (2050)	Medium emission	Select	Select			Select		
2	Australia	Opportunity	Transition		Market shifts	Managing finances															

Complete the action register

Once the risk and opportunity assessment has been undertaken in the risk register, collaborators are responsible for populating the ‘Action register’. This register allows users to develop actions and assess them against criteria including resource requirements, metrics and targets, and barriers or enablers to implementing the actions. This process assists with prioritising actions.

Note that all opportunities identified in the risk register automatically flow through to the action register. However, only risks that are identified as ‘not acceptable’ in the risk register will automatically flow through to the action register. This is because risks which are ‘acceptable’ according to the organisations risk appetite and tolerance do not need further actions to be developed to manage the risk. Stakeholder engagement is likely to be required to identify and assess actions, including considering their feasibility.

My assessments / Example / Sub-assessments / Example

Action register [Ⓜ]

ID [Ⓜ]	Risk / Opportunity Description [Ⓜ]	Existing controls or activities [Ⓜ]	Category [Ⓜ]	Action to address risk/realise opportunity [Ⓜ]	Metric [Ⓜ]	Target [Ⓜ]	Resource requirements - Personnel [Ⓜ]	Resource requirements - Physical and material resources [Ⓜ]	Resource requirements - Financial Resources [Ⓜ]	Resource requirements - Information Resources [Ⓜ]	Barriers and enablers [Ⓜ]	Next steps [Ⓜ]	Monitoring and evaluation [Ⓜ]
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2

Select

Example content

ID	Risk / Opportunity Description	Existing controls or activities	Category	Action to address risk/realise opportunity	Metric	Target	Resource requirements - Personnel	Resource requirements - Physical and material resources	Resource requirements - Financial Resources	Resource requirements - Information Resources	Barriers and enablers	Next steps	Monitoring and evaluation
Example 1	Increasing frequency and severity of floods will increase the risk of damage to critical infrastructure, causing operational disruptions and productivity losses.	Work from home capabilities	Information/data	Develop a procedure to warn staff of potential flood events and inform staff to work from home during such events	Number of personnel alerted to the flood. Number of personnel working from home during flood events.	All staff are notified during flood warnings. All staff are able to work from home for the duration of the flood event.	HR Division to develop procedure CEO to approve procedure	ICT system required - automatic warning system connected to flood warning notifications from BoM. Work from home equipment for staff (laptops, accessories, phones)	Resources for warning notifications. Staff have already been provided with working from home equipment.	Existing flood warning systems from BoM. Existing work from home setup instructions and information.	Nil	Follow risk escalation process in ERMF. Develop procedure for flood warning and work from home alerts.	Procedure to be in place by 1 December 2024. Record and review any reported WFH issues. Evaluate and update procedures as required.

Collate sub assessments

Explore the risks, opportunities and actions

1. The 'Risk explorer', 'Opportunity explorer' and 'Action explorer' pages pull together all of the risks, opportunities and actions from the sub assessments.
2. Assessment Administrators can use these pages to explore the data, by filtering and viewing different columns.
3. The data can also be exported from this page, to enable it to be saved in a document management system (for example) or further interrogated. Data is exported as a csv file and can be opened in excel.

The screenshot displays the 'Risk explorer' page within a web application. On the left, a navigation sidebar lists various assessment components, with 'Risk explorer' selected and highlighted by a red circle with the number '1'. The main content area features a table with the following columns: Risk driver, Risk/Opportunity statement, Climate scenario, Risk rating, and Sub assessment. The table contains several rows of data, including entries for 'Extreme rain (incl. flash flooding, riverine flooding)' with varying risk ratings (Medium and High) and 'Unrated' entries. At the top right of the table area, there is a search bar, a 'Sort by' dropdown, a 'View Columns (5)' button, and a 'Filters' button. An 'Export' button is located in the top right corner of the interface, highlighted by a red circle with the number '3'. The 'Filters' button is also highlighted by a red circle with the number '2'.

Risk driver	Risk/Opportunity statement	Climate scenario	Risk rating	Sub assessment
Extreme rain (incl. flash flooding, riverine flooding)	Flooding causes building damage, resulting in ... Show more	Present day - Current	Medium	Example
Extreme rain (incl. flash flooding, riverine flooding)	Flooding causes building damage, resulting in ... Show more	Low emission - Near-term (2030)	Medium	Example
Extreme rain (incl. flash flooding, riverine flooding)	Flooding causes building damage, resulting in ... Show more	Low emission - Mid-term (2050)	High	Example
Extreme rain (incl. flash flooding, riverine flooding)	Flooding causes building damage, resulting in ... Show more	Medium emission - Near-term (2030)	High	Example
Extreme rain (incl. flash flooding, riverine flooding)	Flooding causes building damage, resulting in ... Show more	Medium emission - Mid-term (2050)	High	Example
-	-	Present day - Current	Unrated	Example
-	-	Low emission - Near-term (2030)	Unrated	Example
-	-	Low emission - Mid-term (2050)	Unrated	Example
-	-	Medium emission - Near-term (2030)	Unrated	Example
-	-	Medium emission - Mid-term (2050)	Unrated	Example

Complete your assessment summary report

Create collections

Risk and opportunity collections can be created which allows the Assessment Administrator to write a high-level risk or opportunity statement and identify the risks and opportunities within the sub assessments that relate to (fall under) that statement. The same can be done for actions. This allows the Assessment Administrator to group common risks, opportunities and actions. The risk ratings can be reassessed if desired.

1. Create and edit collections in the ‘Risk and Opportunity Collection’ and ‘Action Collection’ pages.
2. Identify the risks and opportunities (or actions) which fall under that collection
3. Tick Yes under ‘is reported’ if you want the collection to appear in the ‘Assessment summary page’.

The screenshot shows the 'Risk and opportunity collections' page. On the left is a navigation menu with 'Risk and opportunity collections' highlighted and a callout '1'. The main content area shows a search bar, a table of collections, and a 'Create collection' sidebar on the right. The sidebar has callouts '2' and '3'.

Example	Risks and opportunities: 1	Reported
Description: This is an example of a risk collection	Values at risk: Business continuity	
Present day Current Medium	Low emission Near-term (2030) Medium	Low emission Mid-term (2050) Medium
		Medium emission Near-term (2030) High
		Medium emission Mid-term (2050) High

Create collection

Collection name:

Description:

Values at risk:

Risk and opportunities in collection:

Is reported: No Yes

Risk rating: Present day - Current:

Likelihood rating:

Consequence rating:

Create report

Assessment Administrators can use the ‘Assessment summary’ section of the tool to summarise the assessment.

Risk and opportunity collections, and action collections, which are marked as ‘to be reported’ will appear in the ‘Assessment summary’ page. If these need to be edited, this can be done in the ‘Risk and opportunity collection’ and ‘Action collection’ pages.

Within this section you can also summarise key scoping information, and next steps, including how the assessment will be cleared, how and where the outcomes of the assessment will be reported, and when the assessment needs to be reviewed.

In the ‘Next steps’ page you can mark an assessment as complete – which will lock the assessment. You can also export the assessment summary pages. Further information on these steps is provided in the following section.

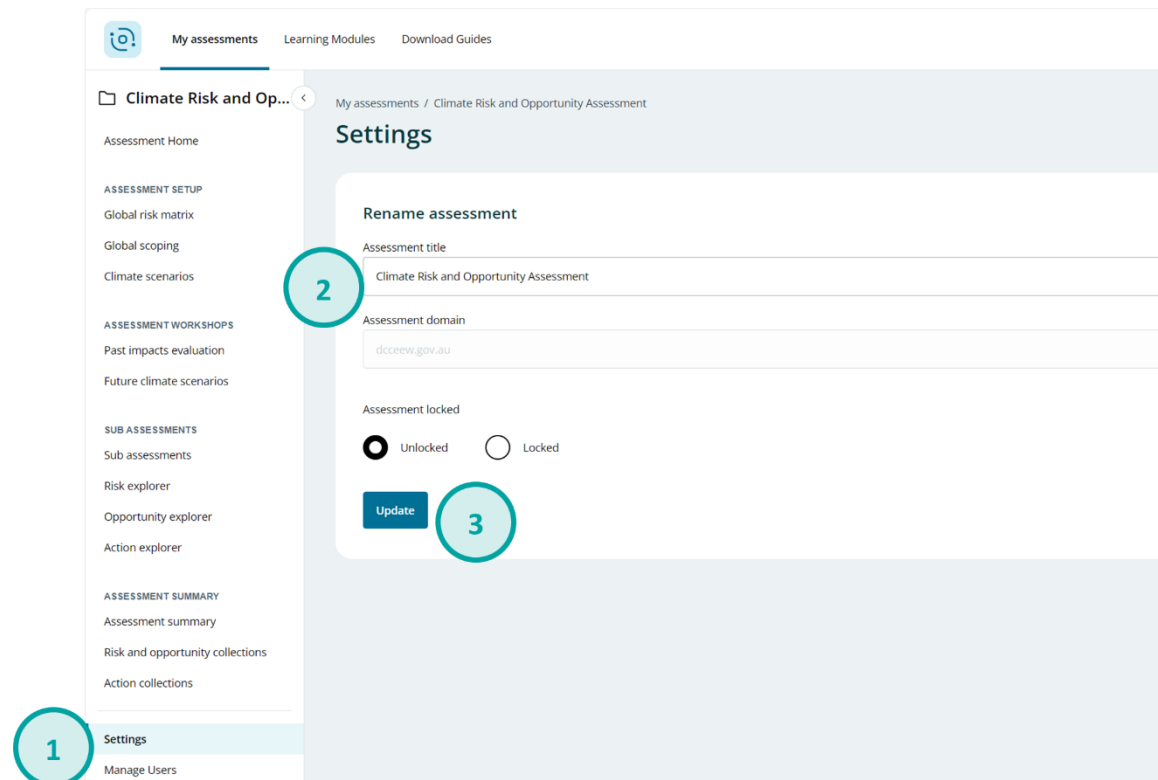
The screenshot displays the 'Assessment Summary' page. On the left is a sidebar with a tree view containing: Example, Assessment Home, ASSESSMENT SETUP (Global risk matrix, Global scoping, Climate scenarios), ASSESSMENT WORKSHOPS (Past impacts evaluation, Future climate scenarios), SUB ASSESSMENTS (Sub assessments, Risk explorer, Opportunity explorer, Action explorer), ASSESSMENT SUMMARY (Assessment summary, Risk and opportunity collections, Action collections), Settings, and Manage Users. The main content area has a breadcrumb 'My assessments / Example' and an 'Export' button. The title is 'Assessment Summary' with a subtitle: 'Use this section of the tool to summarise the assessment undertaken. Summarise the key scoping inputs, overarching risks and opportunities ('collections'), overarching actions ('collections') and next steps, including reporting and reviewing. You can export these pages for use in reporting, including aspects of a climate disclosure.' Below this are four tabs: 'Scoping' (selected), 'Risks and opportunities', 'Actions', and 'Next steps'. The 'Scoping' section contains four numbered questions: 1. Governance structure of this assessment: (includes a table with columns 'Title' and 'Full name' and a message 'You haven't defined any governance structure in Global scoping.'), 2. Describe your organisation's governance around climate risks and opportunity assessment and management. (text input), 3. Describe the Executive's role in climate risk and opportunity assessment and management. (text input), 4. What are the climate scenarios that have been used to assess the risks during this assessment? (radio buttons for 'Present day', 'Low emission', 'Medium emission'). At the bottom are buttons for 'Current', 'Near-term (2030)', 'Mid-term (2050)', 'Near-term (2030)', and 'Mid-term (2050)'.

Administering my climate risk and opportunity assessment

Rename an assessment

Change the name of your enterprise-level assessment

1. Select 'Settings' from the navigation bar on the left-hand side of the screen.
2. Fill in the details to change the Assessment title.
3. Click 'Update'.



Rename a sub assessment

Change the name of your sub assessment

1. Select 'Sub assessments' from the navigation bar on the left-hand side of the screen.
2. Find the sub assessment you want to change the name of. Select the three-dots on the right-hand side and click 'Rename'.
3. A pop-up will appear. Fill in the details to change the Sub assessment title and click 'Update'.

The screenshot displays the 'Sub assessments' page in the Climate Risk Digital Tool. The left-hand navigation bar is visible, with 'Sub assessments' highlighted and circled with a '1'. The main content area shows a table of sub-assessments. The first row is 'Sub-Assessment', with 'Last Modified' as 'a month ago', 'Risks' as '5', and 'Actions' as '0'. A context menu is open on the right side of the table, with the 'Rename' option circled with a '2'. A 'Rename sub assessment' pop-up dialog is centered on the screen, with the 'Sub assessment title' field containing 'Sub-Assessment' and the 'Update' button circled with a '3'. The dialog also has a 'Cancel' button. The top navigation bar includes 'My assessments', 'Learning Modules', and 'Download Guides'. The top right corner shows a help icon and the user initials 'RC'.

Duplicate an assessment

To duplicate an enterprise-level assessment

1. Go to the 'My assessments' homepage.
2. Find the assessment you want to duplicate. Select the three-dots on the right-hand side and click 'Duplicate'.
3. A pop-up will appear. Select the sections of the assessment you would like to carry over in the duplication. Click 'Duplicate'.
4. Use this feature to create a copy of the entire assessment (for example if you wanted to do an annual review and update)

The screenshot displays the 'My assessments' interface. At the top, there are navigation links for 'My assessments', 'Learning Modules', and 'Download Guides'. A search bar and a 'Sort by: Last Updat...' dropdown are present. A '+ New assessment' button is on the right. Two assessment cards are shown: 'Climate Risk and Opportunity Assessment' (1 member, updated 21 minutes ago) and 'FY24 Climate Risk Assessment' (2 members, updated 11 days ago). A context menu is open over the second card, showing 'Duplicate' and 'Delete' options. A 'Duplicate file' dialog box is open on the right, with a list of sections to be duplicated: 'Settings*' (checked), 'Sub assessments*' (checked), 'Risk detail*' (checked), 'Scenarios, risk ratings & actions' (unchecked), and 'Administrators and collaborators' (unchecked). The 'Duplicate' button in the dialog is highlighted.

Tip: The tool currently does not currently allow for version control. i.e. if a collaborator changes information within an assessment, it is not easy to retrieve previous data. Use duplicate assessment to retain specific versions, or you can export an assessment, to retain a version offline (e.g. in a document management system). Note that the Assessment Administrator is responsible for the management and appropriate storage of any exported versions.

Delete an assessment

To delete an enterprise-level assessment

1. Go to the 'My assessments' homepage.
2. Find the assessment you want to delete. Select the three-dots on the right-hand side and click 'Delete'.
3. A pop-up will appear. Click 'Delete'.

Warning: This will permanently delete the assessment.

The screenshot shows the 'My assessments' page in the Climate Risk Digital Tool. The page title is 'My assessments' and it includes a welcome message and a search bar. Two assessment cards are visible: 'Climate Risk and Opportunity Assessment' and 'FY24 Climate Risk Assessment'. A context menu is open over the 'FY24 Climate Risk Assessment' card, showing 'Duplicate' and 'Delete' options. A confirmation dialog box is open, asking 'Delete file permanently?' with 'Cancel' and 'Delete' buttons.

1

My assessments

Welcome to the Climate Risk and Opportunity Management Program Digital Tool. This tool will guide you through the process of undertaking a climate risk and opportunity assessment. Add a new assessment to get started. You can select an organisation level assessment or program, project and policy assessment.

Search Search Sort by: Last Updat... + New assessment

Climate Risk and Opportunity Assessment 1 member • Updated 32 minutes ago

FY24 Climate Risk Assessment 2 members • Updated 11 days ago

Duplicate Delete

Delete file permanently?

If you delete this file, you will not be able to recover it. Do you want to delete?

Cancel Delete

Assessments per page 10 < 1 > 1-2 of 2 assessments

2

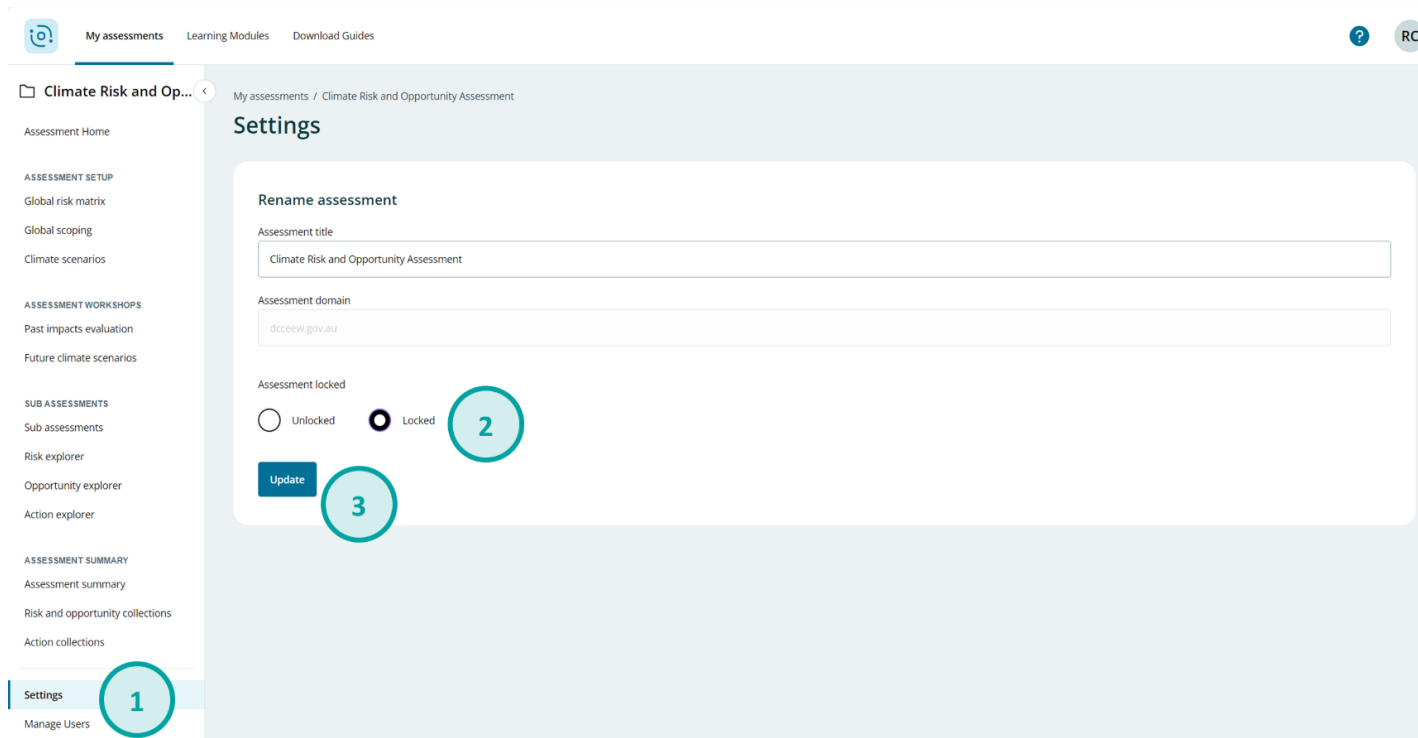
3

Lock an assessment: option one

Make an assessment read-only to prevent further changes from being made

There are two ways to lock your assessment. To do this from the Settings page:

1. Select 'Settings' from the navigation bar on the left-hand side of the screen.
2. Select the radio button titled 'Locked'
3. Click 'Update'.



Tip: Use this feature to lock an assessment to prevent further changes, or accidental changes, being made. This can be used to lock an assessment when it is ready for review, or after it has been reviewed and cleared by the Chief Risk Officer or Accountable Authority.

The Assessment Administrator can unlock an assessment again on the Settings page. However, if the assessment has been locked in the Assessment Summary page, then it can only be unlocked again on the Assessment Summary page – see following page.

Lock an assessment: option two

Make an assessment read-only to prevent further changes from being made

There are two ways to lock your assessment. To do this once you have completed your assessment summary:

1. Select 'Assessment summary' from the navigation bar on the left-hand side of the screen.
2. Select the button to 'Tick' and mark the assessment as complete.
3. Click 'Save'.

Tip: Use this feature to indicate that an assessment has been complete and is ready for export and use in reporting (including to inform aspects of a climate disclosure). Ticking complete will lock the assessment, to prevent further changes, or accidental changes, being made. This can be used to lock an assessment when it is ready for review, or after it has been reviewed and cleared by the Chief Risk Officer or Accountable Authority. The assessment will show as 'locked' on the Settings page.

The Assessment Administrator can unlock the assessment again by navigating back to the Assessment Summary page and unticking the 'Mark the assessment complete' box.

The screenshot shows the 'Assessment summary' page in the Climate Risk Digital Tool. The left-hand navigation bar is visible, with 'Assessment summary' highlighted. The main content area contains five text input fields for describing the assessment process. At the bottom, there is a checkbox labeled '6. Mark the assessment complete?' which is checked, and a 'Save' button. Three red circles with numbers 1, 2, and 3 are overlaid on the image to indicate the steps: 1 points to the 'Assessment summary' menu item, 2 points to the 'Mark the assessment complete?' checkbox, and 3 points to the 'Save' button.

Exporting my Climate Risk and Opportunity Assessment

Export risks

To export all risks to a CSV file

1. Select 'Risk explorer' from the navigation bar on the left-hand side of the screen.
2. Select the 'Export' button.
3. Select the 'Export' (pop-out) button.
4. Select the 'Download' button.
5. Retrieve file from your downloads folder.

The screenshot displays the 'Risk explorer' interface. On the left, a navigation bar is highlighted with a red circle '1' around the 'Risk explorer' option. The main content area shows a table of risks with columns for 'Risk/Opportunity statement', 'Climate scenario', 'Risk rating', and 'Sub assessment'. A red circle '2' highlights the 'Export' button in the top right corner. Below the table, two pop-up windows are shown. The first window, titled 'Export Risk explorer', contains a message about export time and has a red circle '3' around its 'Export' button. The second window, titled 'Your export is ready', contains a message about the export file and has a red circle '4' around its 'Download' button. The interface also includes a search bar, sort options, and a table with four rows of risk data.

Risk/Opportunity statement	Climate scenario	Risk rating	Sub assessment
Operational disruptions and productivity losse... Show more	Present day - Current	Low	Sub Assessment
Operational disruptions and productivity losse... Show more	Low emission - Mid-term (2050)	Medium	Sub Assessment
Operational disruptions and productivity losse... Show more	Medium emission - Mid-term (2050)	High	Sub Assessment
Operational disruptions and productivity losse... Show more	High emission - Mid-term (2050)	Extreme	Sub Assessment

Tip: All exports from the Tool are as a CSV file. These can be opened in Excel.

Export opportunities

To export all opportunities to a CSV file

1. Select 'Opportunity explorer' from the navigation bar on the left-hand side of the screen.
2. Select the 'Export' button.
3. Select the 'Export' (pop-out) button.
4. Select the 'Download' button.
5. Retrieve file from your downloads folder.

The screenshot displays the 'Opportunity explorer' interface. On the left, a navigation bar lists various assessment components, with 'Opportunity explorer' highlighted and circled with a '1'. The main content area shows a table of opportunities with columns for Physical or Transition, Opportunity drivers, Values at risk, Risk/Opportunity statement, and Sub assessment. A table row is visible with values: Transition, Market shifts, Sectors of trade, Upskilling current workers to tackle new growing sectors, and a 'Sub Assessment' link. In the top right corner, an 'Export' button is circled with a '2'. Below the table, two pop-up windows are shown. The first window, titled 'Export opportunity explorer', contains a note about export time and 'Cancel' and 'Export' buttons; the 'Export' button is circled with a '3'. The second window, titled 'Your export is ready', contains a message that the CSV file is ready and 'Cancel' and 'Download' buttons; the 'Download' button is circled with a '4'. The bottom of the screen shows 'Opportunities per page 10' and '1-1 of 1 opportunities'.

Export actions

To export all actions to a CSV file

1. Select 'Risk explorer' from the navigation bar on the left-hand side of the screen.
2. Select the 'Export' button.
3. Select the 'Export' (pop-out) button.
4. Select the 'Download' button.
5. Retrieve file from your downloads folder.

The screenshot displays the 'Action explorer' interface. On the left, a navigation menu has 'Action explorer' highlighted with a circled '1'. The main content area shows a table of actions with columns for description, risk/opportunity, scenario, rating, and sub-assessment. A circled '2' highlights the 'Export' button in the top right. Below the table, two dialog boxes are shown: 'Export Action explorer' with a circled '3' on the 'Export' button, and 'Your export is ready' with a circled '4' on the 'Download' button. The interface also includes search, sort, and filter options, and a footer with 'Actions per page 10' and '1-3 of 3 actions'.

Risk / Opportunity description	Risk or opportunity	Climate scenario	Risk rating	Sub assessment
Operational disruptions and productivity losse... Show more	Risk	Medium emission - Mid-term (2050)	High	Sub Assessment
Operational disruptions and productivity losse... Show more	Risk	High emission - Mid-term (2050)	Extreme	Sub Assessment
Upskilling current workers to tackle new growing sectors	Opportunity	-	-	Sub Assessment

Export an assessment summary

To export Assessment Summary to a CSV file

1. Select 'Assessment summary' from the navigation bar on the left-hand side of the screen.
2. Navigate to the page you want to export (e.g. 'Scoping' or 'Risks and opportunities').
3. Select the 'Export' (pop-out) button.
4. Select the 'Download' button.
5. Retrieve file from your downloads folder.

The screenshot displays the 'Assessment Summary' page for a 'Climate Risk and Opportunity Assessment'. The left-hand navigation bar is highlighted with a red circle '1' around the 'Assessment summary' option. The main content area shows the 'Scoping' section, with a red circle '2' around the 'Scoping' tab. A red circle '3' highlights the 'Export' button in the top right corner. A modal dialog box titled 'Export assessment summary scoping' is open, with a red circle '4' around the 'Export' button. A second modal dialog box titled 'Your export is ready' is shown, with a red circle '5' around the 'Download' button. The interface includes a top navigation bar with 'My assessments', 'Learning Modules', and 'Download Guides', and a right-hand side with a help icon and 'RC'.

Tip: You will need to export each page of the assessment summary separately.

Security and data

Security and data information

Important information is provided below about the privacy, security and data management within the Tool.

Question	Answer
What is the classification level of data that can be securely stored within the tool?	The Tool is able to ingest and store information up to the OFFICIAL:Sensitive classification in accordance with the Protective Security Policy Framework and Information Security Manual.
Can I access the Tool on Secure/Protected networks/enclaves?	The Tool is internet facing and therefore accessible from those networks with external internet connectivity.
How safe is my data in the Tool?	The Tool is designed to comply with ISM OFFICIAL:Sensitive classification cloud security controls, covering governance, technical, and operational security objectives. All data within the tool is stored in Australia and encrypted to Australian Government standards: <ul style="list-style-type: none">• Data transmission is encrypted in transit using TLS v1.2 (minimum).• All stored data, including logs, is encrypted at rest using standard Microsoft Azure encryption features (IRAP Assessed to PROTECTED).• Multi-factor authentication (MFA) is enforced daily using one-time passwords for users.• Azure role-based access control (RBAC) is implemented with the principle of least privilege for each Azure resource.• The tool is designed with security-in-depth principles.
Can DCCEEW see the data within my assessments?	DCCEEW does not have standing access to your data. Access to your data is only available to DCCEEW tool administrators when requested during a support request.

	DCCEEW does collect general webpage usage data – such as number of visits to a page and number of accounts created within the tool.
Is my private information stored?	The only information that is stored within the Tool is email addresses, and therefore names. No other personal information is used or stored within the Tool.

Frequently Asked Questions (FAQ's)

Access and data management

Q: Who has access to the tool?

A: Anyone with a .gov.au can access the tool. If you are a government company or local government with a non .gov.au email address, you need to request access. Email crdt@dcceew.gov.au for whitelisting.

Q: Who has backend visibility and backend access to the data?

A: DCCEEW ICT and a support and sustainment provider, Datacom, have backend access to the Tool. They can view the code and the development environment and will be able to access raw data in the system to troubleshoot or resolve any issues with the tool functionality. They will not, however, be able to see the actual content within an assessment unless they are invited to collaborate. The DCCEEW Climate Risk Team will also not be able to see assessments created by others unless we are invited to be an administrator or collaborator.

Q: Where is the data stored?

A: The data is stored within Australia (not offshore) in secure IRAP accredited facilities via Microsoft Azure Cloud services. This is a managed service currently provided by Telstra Purple, which fully complies with Australian Data Sovereignty/Data Privacy Principles.

Tool usage

Q: Where is the climate scenario data sourced from?

A: For physical climate risks, resources include the [State of the Climate report](#) (BoM), [Climate Change in Australia](#), and the [IPCC Sixth Assessment Report](#).

For transitional climate risks, resources include the [Climate Change Authority Paris Plus: Trade and Investment Trends in a Decarbonising World](#), the [Clean Energy Regulator ACCU Scheme](#), and [the Australian Institute for Disaster Resilience Our World, Our Say](#) youth survey on climate change

See the Appendix of our '[Organisational Application Guide](#)' (page 48-52) for more details.

Note that the trends are high level and Australia wide, and links to external resources (such as BoM, Climate Change in Australia and the IPCC) are provided in the tool if more detailed climate projection information is required.

Q: Where are the definitions of geographic regions used in the sub assessment scoping step drawn from?

A: The geographic regions should be selected based on the relevant geographic regions for the sub assessment. For example, this might be Australia if you are responsible for Australia wide policy, or Antarctica if you have operations in Antarctica. It is up to the assessment team to scope the relevant geographic regions for their sub assessment.

We have a list of standard geographic regions to select from in the tool – including all states and territories, LGAs and Antarctica. There is also a free text option so you could add other regions if and as needed.

Q: How do we manage governance around the assessments, and set up who can control assessments, view assessments etc.?

A: Governance arrangements are to be established by each organisation, who will be responsible for determining the accountable authority, responsible people and assessment team. Guidance is provided in the governance section of this User Guide.

The FAQs will continue to be developed and updated over time. Please email any queries you have to crdt@dcceew.gov.au

Contact us

ClimateRisk@dcceew.gov.au

crdt@dcceew.gov.au