

Climate change is one of the greatest challenges of our era and impacts every aspect of our lives. We (Client) recognize the urgency of taking climate action in support of Sustainable Development Goals (SDG) 13 and with regulations requiring reporting and reduction of Greenhouse gases (GHG).

In line with the climate action, we are committed to building a sustainable and low-carbon supply chain system. Apart from reducing the carbon footprint in our own business, the biggest impact where we can make is in our value chain. Therefore, we would like to engage with you as a supplier to work together on reducing carbon emissions related to the products and services purchased by us.

As a first step, we would like to take a record of where our suppliers stand and establish a baseline for measuring and reducing their carbon footprint. It will also guide our strategies and priorities for taking collaborative action in the time to come.

Therefore, we (client) request all our suppliers to disclose their Scope 1, 2, and 3 emissions by filling in this GHG emission questionnaire via the ImpactBuying platform.

In this chapter, we record the company details and responsible contact person within the company for filling in the questionnaire and other climate change related matters.

**1. Give your company name\***

**2. Select the country you operate\***

**3. Please provide the name of the contact person responsible for this emission questionnaire\***

**4. Please provide the email address of the contact person responsible for this emission questionnaire\***

**5. Please provide department and function within the company of the contact person.**

**6. Please provide the product group that you are supplying.**

**7. Have you calculated the GHG emissions of the company?\***

- Yes, we have calculated
- No, planning to calculate them next year
- No, we are not planning to calculate them

In this chapter, we record your Scope 1, 2 and 3 emission data along with other common questions that arise when it comes to GHG emissions calculation such as where they come from (source), data used, etc. If your company does not calculate GHG emissions yet, the questionnaire is able to gather raw consumption data. If it's the case, please enter the corresponding consumption data as required by the questionnaire.

## Consumption data

### 8. Please state the consumption year

### 9. Select corresponding Energy activities for your organisation

	Total in MWh
Consumption of purchased electricity	<input type="text"/>
Consumption of purchased heat	<input type="text"/>
Consumption of purchased steam	<input type="text"/>
Consumption of purchased cooling	<input type="text"/>
Total energy consumption	<input type="text"/>

### 10. Select corresponding Fuel consumption for your organisation in Fuel consumption

	Consumption
Consumption of Petrol in L	<input type="text"/>
Consumption of Diesel in L	<input type="text"/>
Consumption of Natural gas in kg	<input type="text"/>
Consumption of LPG in L	<input type="text"/>

### 11. Select corresponding Fuel consumption for your organisation in km driven

	in km
Gasoline (car)	<input type="text"/>
Diesel (car)	<input type="text"/>
LPG (car)	<input type="text"/>
Natural Gas (car)	<input type="text"/>
Electric (car)	<input type="text"/>
Unknown (car)	<input type="text"/>

### 12. Do you have other consumption data?

- Yes  
 No

### 13. Please specify your other consumption data

Activity	Unit	Consumption
<input type="text"/>	<input type="text" value="Select..."/>	<input type="text"/>

## Business strategy

### 14. Does your organization have management system over the matters relating to climate change?

Your company has a management which is on top of the climate change related matters and frame a set of polices, processes to achieve GHG related targets.

- Yes, we have management system which is aware of the organisation's progress in this GHG emission reduction journey along with shareholder monitoring  
 No, we don't have a management system in place yet

No, but we are planning to implement a management system in 2 years

**15. Does your organisation's strategy include a climate transition plan that aligns with Paris agreement of pursuing efforts to limit the global warming to 1.5°C?**

- Yes, aligns with 1.5°C
- No, it's not aligned with 1.5°C
- No, but we have a climate transition plan with another scenario

**16. Did you analyze your carbon footprint along the value chain and identified the material emission sources?**

It means that the company has a clear insight into the main contributing factors to your GHG emissions (within organization or along the value chain).

- Yes
- No
- No, but we plan to do this year

**GHG emission calculation data**

**17. Please state the year for which you are reporting the GHG emission data.**

Select...

**18. Were you able to allocate reported emissions specifically to "the client"?**

If you can allocate your emissions specific to your client, then you will be asked to allocate in the next chapter. If you can't then please answer the questions below.

- Yes
- No

**19. What is the currency used in your company's consolidated revenue?**

- Euro
- Dollar

**20. What is your company's consolidated revenue?**

This question is client specific so kindly revisit this question if you are using auto-fill function.

**Consolidated revenue**

Total revenue per reporting year	<input type="text"/>
Total revenue per base year	<input type="text"/>
Total revenue per target year	<input type="text"/>
Total revenue per previous year	<input type="text"/>
Current revenue share of your client in %	<input type="text"/>

**21. What is the absolute sales volume related to your client?**

This question is client specific so kindly revisit this question if you are using auto-fill function.

**Absolute sales volume**

Absolute sales volume in the reporting year	<input type="text"/>
Absolute sales volume in the base year	<input type="text"/>
Absolute sales volume in the target year	<input type="text"/>
Absolute sales volume in the previous year	<input type="text"/>

**22. Have you calculated your GHG emissions for your company/ group facility/ product?**

- Yes, for my company and group facility
- Yes, for my company but didn't include all group facilities
- Yes, for all products

Yes, for certain product or product groups

**23. Do you have a Carbon footprint (CO<sub>2</sub>) per product?**

If so, please enter the Carbon footprint (CO<sub>2</sub>) per product below. Kindly mention the unit of calculation.

**Product**

**Carbon footprint (CO<sub>2</sub>) per unit**

**24. How was this Carbon footprint calculated, using what method?**

**25. Has this Carbon footprint (CO<sub>2</sub>) been validated? If so, by which party?**

**26. Do you have a Carbon footprint (CO<sub>2</sub>) for several years?**

If so, please enter the Carbon footprint (CO<sub>2</sub>) per year per product below. Kindly mention the unit of calculation.

**Year**

**Product**

**Carbon footprint (CO<sub>2</sub>) per unit**

**27. Could you please explain why and add the name of the corresponding facilities not included?**

**Facility name**

**Reason**

**28. Which scopes did you include in your calculation?**

- Scope 1 & 2
- Scope 1, 2 & 3

**Scope 1 emissions**

**29. What was your organization's gross global scope 1 emissions for the reporting year?\***

Kindly enter the Gross emissions (in metric tons CO<sub>2</sub>e)

**30. Are your emissions based on primary data for scope 1 emissions?\***

Primary data is the data on emissions actually collected. Secondary data is the data from sector/industry. Assumed data is the data based on mere assumptions.

- Yes
- Yes, but we also used secondary data
- No, we used secondary data and assumed data
- No, we only used secondary data
- No, we only used assumed data

**31. Are there any exclusions while calculating scope 1 emissions?\***

If there are any exclusions (facilities, etc.) while calculating GHG emissions, please mention them.

- Yes
- No

**32. What is the overall coverage of calculated carbon footprint for scope 1 emissions after considering exclusions?**

In percentage

**33. Is this your first reporting year (base year)?\***

- Yes

No

**34. What was your organization's gross global Scope 1 emissions for the previous year (year before reporting year)?\***

In metric tons CO<sub>2</sub>e

## Scope 2 emissions

**35. What was your organization's gross global scope 2 emissions for the reporting year?\***

Kindly enter the Gross emissions (in metric tons CO<sub>2</sub>e)

**36. Are your emissions based on primary data for scope 2 emissions?\***

- Yes  
 Yes, but we also used secondary data  
 No, we used secondary data and assumed data  
 No, we only used secondary data  
 No, we only used assumed data

**37. Are there any exclusions while calculating scope 2 emissions?\***

- Yes  
 No

**38. What is the overall coverage of calculated carbon footprint for scope 2 emissions after considering exclusions?**

In percentage

**39. Is this your first reporting year (base year)?\***

- Yes  
 No

**40. What was your organization's gross global Scope 2 emissions for the previous year (year before reporting year)?\***

In metric tons CO<sub>2</sub>e

**41. Did you calculate an intensity factor for scope 1 & 2 emissions for the reporting year?\***

- Yes  
 No

**42. What is the dimension of the intensity factor?**

- kgCO<sub>2</sub>e/kg product  
 kgCO<sub>2</sub>e/kWh  
 kgCO<sub>2</sub>eq/MJ  
 kgCO<sub>2</sub>eq/  
 kgCO<sub>2</sub>/sqm  
 kgCO<sub>2</sub>/unit product  
 Other (please describe)

**43. What is your intensity factor for scope 1 & 2 emissions?\***

## Scope 3 emissions

### 44. What was your organization's gross global scope 3 emissions for the reporting year?\*

Kindly enter the Gross emissions (in metric tons CO2e)

### 45. Mention the applicable scope 3 categories included while calculating the GHG emissions\*

- Purchased goods and services
- Capital goods
- Fuel-and-energy-related activities (not included in scope 1 or 2)
- Upstream transportation and distribution
- Waste generated in operations
- Business travel
- Employee commuting
- Upstream leased assets
- Downstream transportation and distribution
- Processing of sold products
- Use of sold products
- End of life treatment of sold products
- Downstream leased assets
- Franchises
- Investments [row hidden for FS sector companies, data point requested in C-FS14.1a]

### 46. Are your emissions based on primary data for scope 3 emissions?\*

- Yes
- Yes, but we also used secondary data
- No, we used secondary data and assumed data
- No, we only used secondary data
- No, we only used assumed data

### 47. Are there any exclusions while calculating scope 3 emissions?\*

- Yes
- No

### 48. What is the overall coverage of calculated carbon footprint for scope 3 emissions after considering exclusions?

In percentage

### 49. Is this your first reporting year (base year)?\*

- Yes
- No

### 50. What was your organization's gross global Scope 3 emissions for the previous year (year before reporting year)?\*

In metric tons CO2e

### 51. Did you calculate an intensity factor for scope 3 emissions for the reporting year?\*

- Yes
- No

**52. What is the dimension of the intensity factor?**

- kgCO<sub>2</sub>e/kg product
- kgCO<sub>2</sub>e/kWh
- kgCO<sub>2</sub>eq/MJ
- kgCO<sub>2</sub>eq/
- kgCO<sub>2</sub>/Unit product
- kgCO<sub>2</sub>/sqm
- Other (please describe)

**53. What is your intensity factor for scope 3 emissions?\***

The main aim of this chapter is to understand the procedure and approach that was followed while calculating the Greenhouse Gas emissions of your company. Secondly, is to allocate the reported Greenhouse gas emissions per client. Also, this helps us to value the quality of data provided which is a paramount for this reporting.

**54. Could you please attach any document evidence regarding the GHG emission calculations?\***

- Yes
- No

**55. Which standard did you use to calculate GHG emissions?\***

- GHG protocol
- ISO 14064
- Other (please specify)

**56. Attach the document**

Attachment can be any documented evidence in Excel sheet, procedure, tool, LCA research.

No file chosen

**57. Please describe why you couldn't upload the document**

**58. Did you include all GHG gases mentioned in the Kyoto Protocol?\***

The Kyoto Protocol covers six categories of GHG emissions. Usually, companies address CO2 emissions alone and may not report on non-CO2 GHG emissions.

- Yes
- No, only included CO2 emissions
- No, didn't include all the gases

**59. Which approach did you choose for Scope 2 calculation in the emissions reported here?**

location-based method is based on the grid's average emission intensity and market-based method reflects emissions from electricity that companies have purposefully chosen.

- Location based
- Market based
- Both

**60. Which tools and/or platform have you used to calculate your emissions data?\***

- GHG protocol emissions calculation tool
- Excel sheet for Scope 1 & 2 calculation
- EPA Simplified GHG Emissions Calculator Scope 1 & 2
- CO2-emissiefactoren calculator
- Agri-footprint 3.0
- LCA calculation (according to the ISO 14060 family of standards)
- EU Product Environmental Footprint (EUPEF)
- Cool Farm Tool
- Farm Carbon Toolkit
- Field to market
- Bilan Carbone
- Ecozoom
- Other (please specify)

**61. How much percentage of total emissions of CO2e do you want to allocate to "the client"?**

Please allocate emissions specific to the client based on the sales share.

Scope 1	<input type="text"/>
Scope 2	<input type="text"/>
Scope 3	<input type="text"/>

Another goal of your client's mission is to promote their suppliers to define emission reduction targets. The targets can be either Absolute or Intensity targets. Your client expects that companies define a near term target and a long term target.

Near term or short term targets mean targets placed for the next 5-10 years, Long term targets mean targets placed for more than 10 years (base year not earlier than 2015).

**62. Does your company have emission reduction targets for scope 1 & 2 emissions?**

- Yes, we have absolute target
- Yes, we have intensity target
- No, we don't have a target yet in place

**63. Does your company have emission reduction targets for scope 3 emissions?**

- Yes, we have absolute target
- Yes, we have intensity target
- No, we don't have a target yet in place

**64. Why don't you have an emissions target in place?**

- We are planning to introduce it in next 2 years
- Insufficient data on operations
- Important but not an immediate business priority
- Other (please specify)

**Scope 1 & 2: Absolute target**

**65. What is your base year for scope 1 & 2?\***

**66. What were your GHG emissions in the base year for scope 1 & 2\***

In metric tonnes CO2e

**67. What is the near term target for scope 1 & 2 from the base year?\***

**Target year**

**Target**

**68. What is the long term reduction target for scope 1 & 2?\***

In metric tonnes CO2e

**Target Year**

**Target**

**69. Provide details about the initiatives that are implemented/will be implemented to achieve the reduction targets.\***

- Energy efficiency in buildings
- Energy efficiency in production processes
- Waste reduction and material circularity
- Fugitive emissions reductions
- Non-energy industrial process emissions reductions
- Company policy or behavioral change
- Transportation
- Other (please specify)

**Scope 1 & 2: Intensity target**

**70. What is your base year for scope 1 & 2?\***

**71. What were your GHG emissions in the base year for scope 1 & 2\***

In metric tonnes CO2e {{dimensionIntensityFactorScope3}}

**72. What is the near term target for scope 1 & 2 from the base year?\***

Target year

Target

**73. What is the long term reduction target for scope 1 & 2?\***

In metric tonnes CO2e {{dimensionIntensityFactorScope3}}

Target Year

Target

**74. Provide details about the initiatives that are implemented/will be implemented to achieve the reduction targets\***

- Energy efficiency in buildings
- Energy efficiency in production processes
- Waste reduction and material circularity
- Fugitive emissions reductions
- Non-energy industrial process emissions reductions
- Company policy or behavioral change
- Transportation
- Other (please specify)

**Scope 3: Absolute target**

**75. What is your base year for scope 3?\***

**76. What were your GHG emissions in the base year for scope 3\***

In metric tonnes CO2e

**77. What is the near term target for scope 3 from the base year?\***

Target year

Target

**78. What is the long term reduction target for scope 3?\***

In metric tonnes CO2e

Target Year

Target

**79. Provide details about the initiatives that are implemented/will be implemented to achieve the reduction targets.\***

- Energy efficiency in buildings
- Energy efficiency in production processes
- Waste reduction and material circularity
- Fugitive emissions reductions
- Non-energy industrial process emissions reductions
- Company policy or behavioral change

- Transportation
- Other (please specify)

### Scope 3: Intensity target

#### 80. What is your base year for scope 3?\*

#### 81. What were your GHG emissions in the base year for scope 3\*

In metric tonnes CO<sub>2</sub>e {{dimensionIntensityFactorScope3}}

#### 82. What is the near term target for scope 3 from the base year?\*

Target year

Target

#### 83. What is the long term reduction target for scope 3?

In metric tonnes CO<sub>2</sub>e {{dimensionIntensityFactorScope3}}

Target Year

Target

#### 84. Provide details about the initiatives that are implemented/will be implemented to achieve the reduction targets.\*

- Energy efficiency in buildings
- Energy efficiency in production processes
- Waste reduction and material circularity
- Fugitive emissions reductions
- Non-energy industrial process emissions reductions
- Company policy or behavioral change
- Transportation
- Other (please specify)

#### 85. Why don't you have an emissions target in place?

- We are planning to introduce it in the next 2 years
- Insufficient data on operations
- Important but not an immediate business priority
- Other (please specify)

This chapter helps to understand if the emission reduction targets set in the previous chapter is based on the latest climate science that is necessary to meet the goals of the Paris Agreement (Science Based Target Initiative (SBTi)). The targets can be aligned with Science Based Targets (Net-zero standard) or other climate related targets. Put simply, Net zero refers to the balance between the amount of greenhouse gas (GHG) that's emitted by the company and the amount that's removed from the atmosphere. It can be achieved through a combination of emission reduction and emission removal. **Please be aware that "Net Zero" is not the same as "Carbon Neutral".**

**86. Have your scope 1, 2 & 3 targets been validated by the Science Based targets initiative (SBTi)?\***

- Yes, targets are approved by SBTi
- Yes, we are considering SBTi, and the target is currently being reviewed
- No, but we planned setting one in next two years
- No, it is a SBT but we are not planning SBTi approval
- No, and we are not planning setting one in next two years

**87. Could you please share the link to the website?**

**88. Do you have other climate related targets in place?**

- Yes, Net zero targets
- Yes, other climate related targets
- No, other climate related targets

**Other climate related targets**

**89. What is the target year?\***

**90. What will be expected total emissions in the target year?\***

In metric tonnes CO2e

**Net zero targets**

**91. What is the target year?\***

**92. Is this target approved by STBi?\***

- Yes, targets are approved by SBTi
- Yes, we are considering SBTi, and the target is currently being reviewed
- No, but we planned setting one in next two years
- No, and we are not planning setting one in next two years

**FLAG emissions and targets**

The forest, land and agriculture sector is among the most vulnerable to the effects of climate change. Nevertheless, it is a significant source of GHG emissions as well. Through the Science Based Targets (SBTi), several companies with land-intensive operations have made commitments or set targets.

The SBTi FLAG Guidance provides a consistent, thorough, science-based understanding of how much and how swiftly a company's land-related emissions must be reduced in order to meet the Paris Agreement's target of limiting global warming to 1.5°C. Companies also publicly communicate their FLAG emissions.

**93. Do you have any FLAG emissions associated with the organization?\***

- Yes
- No, we are in process of calculating the FLAG emissions
- No

#### 94. Mention your applicable FLAG emissions in metric tons in CO2

This question is client specific so kindly revisit this question if you are using auto-fill function.

	Scope 1 and/or scope 3 emissions		Emissions in metric tons CO2e
FLAG emissions from: Land use change (GHG emissions from land use change, including those associated with livestock feed)	<input type="checkbox"/> Scope 1	<input type="checkbox"/> Scope 3	<input type="text"/>
FLAG emissions from: Land Management (emissions from land management (primarily N2 and CH4))	<input type="checkbox"/> Scope 1	<input type="checkbox"/> Scope 3	<input type="text"/>
FLAG Carbon removals and storage emissions on: Carbon sequestration from improved forest management, agroforestry, afforestation/reforestation, soil organic carbon	<input type="checkbox"/> Scope 1	<input type="checkbox"/> Scope 3	<input type="text"/>
Total FLAG emissions	<input type="checkbox"/> Scope 1	<input type="checkbox"/> Scope 3	<input type="text"/>

#### 95. Do you have a FLAG target?

- Yes, we have a FLAG target in place
- In process of setting the target
- No

#### 96. What is the target year?

#### 97. What is the % of target to be achieved relative to base year?

#### 98. Is this target approved by SBTi?

- Yes, targets are approved by SBTi
- Yes, we are considering SBTi, and the target is currently being reviewed
- No, but we planned setting one in next two years
- No, and we are not planning setting one in next two years

### Compensated and Sequestered emissions

This section is framed to learn more about your sequestering and compensating if applicable. The Sequestered emissions that are within your own supply chain can be included in the reduction target. The sequestered emissions that are outside your own supply chain, cannot be included in the reduction target and must be reported separately under this section (compensated emissions/offsets).

#### 99. Do you have compensated emissions/Offsets?\*

- Yes
- No

#### 100. What type of compensation?

- Gold Standard carbon credits
- Verra VCS certified credits
- Renewable Energy Certificates (REC)
- Tree Planting project
- Purchased project-based carbon credits
- Other (e.g. describe company-specific projects)

**101. How much was compensated in metric tonnes CO2e?**

**102. Do you have sequestered emissions in your supply chain?\***

Yes

No

**103. What were the total sequestered emissions in metric tonnes CO2e?**

**104. Does the reported Greenhouse gas (GHG) emissions include the compensated/sequestered emissions?**

Yes

No

Verification of GHG emissions demonstrates to external stakeholders that your footprint and GHG reductions are real, quantifiable, and credible. The following questions in this chapter depicts the related questions.

**105. Have your emissions calculation and reporting been verified?**

- Yes, by a third party
- Yes, internal verification by personnel who was independent of GHG accounting reporting process
- Verification is underway but not complete yet
- No verification for this reporting year
- Other (please describe)

**106. What type of third party has verified your calculation/ or reporting?**

- Consultant
- Financial/Statutory auditor
- IFS auditor
- Other independent assurance provider
- Other (please describe)

**107. Please provide attachments regarding verification**

No file chosen

**108. What level of assurance can be promised with the current verification?**

- Limited assurance
- Reasonable assurance
- ISO 14064 / ISO 14001 / EMAS
- IFS ESG check
- Other (please describe)

Thank you for filling in our questionnaire.

**109. Please share here any explanation of missing data, changes or differences versus previously reported data or scope, or any other point for our attention\***

**110. By entering the name and date, you indicate that you have completed this form truthfully\***

**Name**

**Date**