SME Questionnaire

Modules 14-21

April 2025

Version number	Release/Revision date	Revision summary
1.0	Released: April 2, 2025	Publication of the CDP SME Questionnaire guidance

About this reporting guidance

This document contains the 2025 CDP SME questionnaire and reporting guidance. It includes all the SME questions in the CDP corporate question bank, including those shown only organizations disclosing in response to a request from a CDP Supply Chain member.

Please note that each discloser's route through the SME questionnaire is tailored according to the environmental issues they are disclosing on, and the organizations that have requested them to disclose. Therefore, not all questions in this document will be relevant for your organization.

When using our online portal, the questionnaire will be customized specifically for your organization, using the information you provide in the questionnaire setup process. Your responses to the questions may unlock further questions or modules in the questionnaire.

See our Introduction to the CDP Corporate Questionnaires and our Knowledge Base to find out more about the CDP questionnaires and our approach to disclosure.

Below each question in this document there is a 'Tags' section, which shows which disclosers will see the question. This is based on the organizations that have requested them to disclose and the information provided during their questionnaire setup:

1. *Authority Type*: who has requested the organization to disclose. For example, if a question is only shown to organizations who have been requested to disclose by a CDP Supply Chain member, this row of the table will say "Supply chain". Questions with "All requesters" in this field will be shown to all disclosers.
2. *Environmental Issue*: which environmental issues does the question relate to. For example, if a question requests data on climate change alone, this row of the table will say "CC only".
3. *Questionnaire Sector*: details of any sector-specific content, based on CDP ACS classification. For example, if a question is only shown to financial services sector organizations, this row of the table will say "FS only". Please note that the SME questionnaire does not contain any sector-specific content.

In the example below, the "Tags" table indicates that the question will be shown to organizations who are responding to a request from a CDP Supply Chain member, are disclosing on climate change, and to organizations in any CDP ACS sector.

Tags		
Authority Type	Supply chain	
Environmental Issue (Theme)	Question level	CC only

Contents

Module 14: SME Introduction

Module Overview	This module requests information about the organization’s disclosure to CDP and will help data users interpret responses in the context of the organization’s business operations, timeframe, and entities included in their CDP response. The information provided here should apply consistently to your responses throughout the questionnaire and be complete and accurate. For this reason, you should respond to every question in this module and save your response before accessing the rest of the questionnaire.

Introduction

(14.1) In which language are you submitting your response?

Question details	
Change from last year	No change
Alignment with full questionnaire	No change (1.1)
Response options	Select from: • English • Latin American Spanish • Brazilian Portuguese • Japanese • Chinese • Other, please specify

Requested content	General • Note that CDP only considers responses submitted in English, Latin American Spanish, Brazilian Portuguese, Japanese or Chinese for scoring. Therefore, organizations responding in non-Latin American Spanish and non-Brazilian Portuguese should select Latin American Spanish and Brazilian Portuguese.

Tags		
Authority Type	All requesters	
Environmental Issue (Theme)	Question level	All
Questionnaire Sector	Question level	All

(14.2) Select the currency used for all financial information disclosed throughout your response.

Question details	
Change from last year	Modified guidance
Alignment with full questionnaire	Minor change (1.2)
Rationale	CDP encourages organizations to report financial figures associated with dependencies, impacts, risks, and opportunities. Establishing a single currency will facilitate the collection of comparable financial information. This will benefit investors and other data users when assessing the costs and benefits reported by your organization.
Response options	Select from: • Currency drop-down list

Requested content	General • The currency you select will be applied to all financial information reported in your disclosure. • Note: this does not include the revenue reported in questionnaire setup, which is collected in USD. • For example, if you select USD ($), this will determine the currency applied to the figure you give for the financial metric reported in question 16.1.1.

Tags	
Authority Type	All requesters

Environmental Issue (Theme)	Question level	All
Questionnaire Sector	Question level	All

(14.3) Provide an overview and introduction to your organization.

Question details	
Change from last year	No change
Alignment with full questionnaire	Modified question (1.3)
Rationale	This introductory information about your organization helps data users to understand your responses in the context of your business activities and sector as well as their connection to environmental issues and corporate strategy.
Response options	Please complete the following table:

1	2
Organization type	Description of organization
Select from: • Publicly traded organization • Privately owned organization • State owned organization • Partially privately owned and partially state owned organization	Text field [maximum 1,000 characters]

[Fixed row]

Requested content	Description of organization (column 2) • If disclosing climate change data, specify your business divisions and emissions sources (e.g., natural resource extraction and/or processing, electricity generation, transportation, manufacturing) to help data users understand your emissions profile and compare it with peers. • Supply Chain program responders only: Include details to provide transparency on which subsidiaries you are including in your response.
Explanation of terms	• Organization: Throughout this questionnaire, "your organization" and "organization-wide" refer collectively to all the companies, businesses, other groups etc. that fall within the definition of your reporting boundary (provided in 14.5). This term is used interchangeably with "your company", but CDP recognizes that some disclosing organizations may not consider themselves to be, or be formally classified, as "companies". • Publicly traded organization: An organization whose ownership is distributed among public shareholders through publicly traded stock shares. • Privately owned organization: An organization whose ownership is typically held by a small group of individuals or a single entity and its shares are not traded on a public stock exchange. • State owned organization: An organization formed by governments in order to take part in commercial activities.

Tags		
Authority Type	All requesters	
Environmental Issue (Theme)	Question level	All
Questionnaire Sector	Question level	All

(14.4) State the end date of the year for which you are reporting data.

Question details	
Change from last year	Modified guidance
Alignment with full questionnaire	Modified question (1.4)
Rationale	This question allows for the establishment of context to enable consistent year-to-year comparisons and assessments of an organization's environmental progress. It enhances transparency and accountability and aids data users in interpreting your responses in relation to the reported timeframe.
Ambition	The organization's financial disclosures related to sustainability shall cover the same reporting period as the corresponding financial statements.
Response options	Please complete the following table:

1	2
End date of reporting year	Alignment of this reporting period with your financial reporting period
Date field [enter a date between 19/11/2020-19/11/2025]	Select from: • Yes • No

[Fixed row]

Requested content	General
	• CDP recommends that organizations provide the most recent 12-month period for which you have complete data, if possible. If you do not have data for the entire reporting year, consider the following options:
	  o Extrapolate or estimate your data to cover the entire reporting year.
	  o Outline in the relevant questions any exclusions from your disclosure.
	• Apply this reporting year to all your answers throughout the questionnaire, except where the ability is provided to specify other reporting periods.
	
	End date of the reporting year (column 1)
	• This date should be the same as the “End date of reporting year” reported in your Questionnaire Set-up.
	• The start date will be automatically assumed to be exactly one year before the listed date. For example, if you enter an end date of 31/12/2023, your start date will be automatically assumed to be 01/01/2023.
	
	Alignment of this reporting period with your financial reporting period (column 2)
	• Whilst CDP does not require organizations to synchronize their reporting year with their fiscal year, the investment community generally prefers an organization’s reporting year for environmental disclosure to match the fiscal year for their financial jurisdiction. This facilitates the assessment of environmental performance data in alignment with financial performance data.
	• When reporting intensity figures using a financial metric throughout the questionnaire, ensure that the financial information provided aligns with the reporting year disclosed here, even if your reporting year is not aligned with your fiscal year.

Explanation of terms	• Reporting year: (also referred to as reporting period) is the 12-month period for which you are submitting data to CDP.

Tags		
Authority Type	All requesters	
Environmental Issue (Theme)	Question level	All
Questionnaire Sector	Question level	All

(14.4.1) What is your organization's annual revenue for the reporting period?

Question details	
Change from last year	No change
SME Alignment with the full questionnaire	No change (1.4.1)
Rationale	Annual revenue for the reporting period provides contextual information for data users.
Response options	Numerical field [enter a number from 0-999,999,999,999,999 using a maximum of 2 decimal places]

Requested content	General • Enter a numerical value for the revenue, this should be consistent with the reporting period disclosed in 14.4. • Revenue is a critical data point to support your stakeholders' scope 3 calculations. This question is not scored. • This figure should be in the same currency that you selected for all financial information disclosed in question 14.2. • Note: This figure must be provided in single units not in units of thousands or millions. For example, if you selected USD($) in 14.2, make sure to provide your revenue in single USD($) units, not in thousands or millions USD($).
Explanation of terms	• Revenue: gross income arising from the operations of an organization over a period of time.

Tags		
Authority Type	All requesters	
Environmental Issue (Theme)	Question level	All
Questionnaire Sector	Question level	All

(14.5) How do the entities you are including in your CDP response compare to those included in your financial statements?

Question details	
Change from last year	Modified guidance
Alignment with full questionnaire	Modified question (1.5)
Rationale	The set of entities (groups, businesses, or companies) that your organization is responding to this disclosure framework for is referred to as your reporting boundary. Defining a reporting boundary is a fundamental step in environmental reporting. Your response to this question defines the set of entities that you are providing data for in the CDP questionnaire and helps data users interpret how your responses relate to your business operations and compare the environmental performance of different organizations.
Ambition	• The organization uses the same reporting boundary as the boundary used in the preparation of their financial statements. • The reporting boundary is applied consistently throughout reporting, and information on the value chain outside of the boundary is provided as supplementary information when

	relating to the dependencies, impacts, risks and opportunities, where relevant, that the organization has identified.
Response options	Please complete the following table:

1	2
Are the entities included in your CDP response the same as those included used in your financial statements?	How do the entities included in your CDP response differ to those included in your financial statement, and why are they different?
Select from: • Yes, the entities included in my CDP disclosure are the same as those included in my financial statements • No, the entities included in my CDP disclosure are not the same as those included in my financial statements • Not applicable - we do not publicly disclose financial statements	Text field [maximum 2,500 characters]

[Fixed row]

Requested content	General • The reporting boundary defines the set of entities (groups, businesses, or companies) that you are responding for. • Best practice is for an organization's environmental reporting boundary to be the same reporting boundary as that used in their financial statements to ensure transparency and consistency across reporting. • Unless stated otherwise, the information you provide in response to CDPs SME questionnaire should be presented as one result covering all the companies, entities, businesses etc., within your reporting boundary. You will be able to indicate exclusions to the reporting boundary later in the questionnaire. • If you are unfamiliar with how your financial statements are presented or are unsure of how to respond, legal or accounting are commonly able to provide guidance to help you determine your reporting boundary. How do the entities included in your CDP response differ to those included in your financial statement, and why are they different? (column 2) • If there are entities included in your financial statements that are not included in your CDP response, provide details on the exclusion of these entities from your CDP response in question 20.3.1.
Explanation of terms	• Financial statements: a structured representation of the financial position, financial performance, and cash flows of an entity according to the accounting principles used by the entity. • Organization: Throughout this information request, "your organization" refers collectively to all the companies, businesses, other entities or groups that fall within the definition of your reporting boundary (provided in 14.5). This term is used interchangeably with "your company", but CDP recognizes that some disclosing organizations may not consider themselves to be, or be formally classified, as "companies". • Reporting boundary: This determines which organizational entities, such as groups, businesses and companies, are included in or excluded from your disclosure. Please consistently apply this organizational boundary when responding to questions unless you are specifically asked for data about another category of activities.

Tags		
Authority Type	All requesters	
Environmental Issue (Theme)	Question level	All
Questionnaire Sector	Question level	All

(14.6) Does your organization have an ISIN code or another unique identifier (e.g., Ticker, CUSIP, etc.)?

Question details	
Change from last year	No change
Alignment with full questionnaire	No change (1.6)
Rationale	ISIN codes and other market identifiers are used globally in the identification of securities such as bonds, futures, and stocks. Providing your organization's unique identifier increases the transparency of your response.
Response options	Please complete the following table. You are able to add rows by using the "Add Row" button at the bottom of the table.

1	2	3
Unique identifier	Does your organization use this unique identifier?	Provide your unique identifier
ISIN code – bond	Select from: • Yes • No	Text field [maximum 50 characters]
ISIN code – equity		
CUSIP number		
Ticker symbol		
SEDOL code		
LEI number		
D-U-N-S number		
Other unique identifier		
Select from: • ISIN code – bond • ISIN code – equity • CUSIP number • Ticker symbol • SEDOL code • LEI number • D-U-N-S number • Other unique identifier		

[Fixed row/Add row]

Requested content	
	Unique identifier (column 1) • This column uses a fixed row, add row combination. If your organization has more than one unique identifier, add rows as needed. Provide your unique identifier (column 3) • This column is only presented if "Yes" is selected in column 2 "Does your organization use this unique identifier?". • Ensure that you enter the correct format for your unique identifier. For example, ISIN codes include a two-letter country code, followed by a nine-character alphanumeric identifier and a single check digit.

	• If providing an identifier for the row "Other unique identifier", specify the type of identifier as well as the identifier code.
Explanation of terms	• ISIN: International Securities Identification Number, a 12-character alphanumeric code used to identify a security, such as a stock or bond. It is structured with the first two letters referencing the country/area of origin of the issuer for the security, in accordance with ISO 3166. The second grouping consists of nine characters made up of digits and letters, which is the unique identifying code for the security. In the U.S. and Canada this is known as the CUSIP number (see below). The final digit is the check digit which ensures the authenticity of the code. • CUSIP number: Committee on Uniform Security Identification Procedures number, a 9-character alphanumeric code that identifies a security for the purposes of facilitating clearing and settlement of trades. CUSIPs are used to distinguish, among other reasons, between multiple share classes or bond tranches. CUSIPs are mostly used in the United States and Canada. • Ticker symbol: a ticker symbol, also known as a stock symbol, is a unique series of letters assigned to a security for trading purposes. Ticker symbols are usually related to the organization's name, and additional letters denote additional characteristics such as share class or trading restrictions. • SEDOL code: Stock Exchange Daily Official List code, a 7-character identification code consisting of two parts: a 6-character alphanumeric code and a trailing check digit. SEDOLs issued prior to January 26, 2004 were composed only of numbers. SEDOLs serve as the National Securities Identifying Number for all securities issued in the United Kingdom. • LEI: Legal Entity Identifier, a 20-character code used to uniquely identify legally distinct entities that engage in financial transactions. • D-U-N-S: Dun & Bradstreet Universal Numbering System, a system of nine-digit numerical identifiers assigned by Dun & Bradstreet to business entities. The D-U-N-S number is used to establish and maintain a standardized business profile and is widely used for business credit reports.

Tags		
Authority Type	All requesters	
Environmental Issue (Theme)	Question level	All
Questionnaire Sector	Question level	All

(14.7) Select the countries/areas in which the entities reported in 14.5 are based and/or conduct business.

Question details	
Change from last year	No change
Alignment with full questionnaire	Minor change (1.7)
Rationale	While some SMEs may operate primarily within their local country/area, others may expand to neighbouring countries or target specific areas. This question helps data users interpret how your responses relate to your operations across different geographical areas. Geographic data can be used by data users to contextualize expectations and understand potential risks and opportunities.
Response options	Please complete the following table:

1
Country/area
Select all that apply:

[Country/area drop-down list]

Requested content	Country/area (column 1) • Select all countries/areas in which you operate from the drop-down list provided. • The countries/areas you select in this question will be shown when providing country-level breakdowns, e.g., in question 20.14.1. • If you are unsure of how to respond, CDP recommends that you consult your accountant.

Tags		
Authority Type	All requesters	
Environmental Issue (Theme)	Question level	All
Questionnaire Sector	Question level	All

Module 15: SME Identification, Assessment and Management of Risks and Opportunities

Module Overview	This module requests information about the procedures that organizations have in place to identify, assess, and manage their environmental-related risks and opportunities. CDP recognizes that identifying, assessing, and managing environmental risks is a journey for small and medium-sized enterprises. However, implementing such procedures is considered important for addressing environmental issues, independent of an organization's own perception or an assessment of any associated net risk for their organizations. This is why CDP asks organizations to answer this question before disclosing whether they consider themselves exposed to environmental related risks and/or opportunities, and what these are. This information provides data users with confidence that the risks and opportunities disclosed in Module 16 (Disclosure of Risks and Opportunities) are comprehensive.

Process for identifying, assessing, and managing risks and opportunities

(15.1) Does your organization have a process for identifying, assessing, and managing environmental risks and opportunities?

Question details	
Change from last year	No change
Alignment with full questionnaire	Modified question (2.2.1)
Rationale	SMEs are often especially vulnerable to risks, including environmental risks, as they often do not have robust risk assessment and management systems in place. Banks and lenders are also increasingly requesting information on a company's environmental risks to make financing decisions. As such, having a robust risk assessment process in place to identify and manage risks is key to building business resilience and has never been more important for SMEs. Additionally, SMEs' flexibility and capability to innovate makes them well placed and crucial for providing environmental solutions. Without robust processes to identify and manage such opportunities, SMEs may risk facing competitive disadvantages and losing out on the ability to capitalize on important opportunities. This question establishes whether the organization has a process for identifying, assessing, and managing environmental issues so that data users may gauge the organization's awareness of its own environmental risks and opportunities. This links closely to clear business benefits including cost-savings, better investor and company relations and shows that a company is futureproofing its growth ahead of future environmental policy.
Ambition	The organization has a robust process to identify, assess, and manage environmental dependencies, impacts, risks, and opportunities across its direct operations, value chain, financed activities, and assets.
Response options	Please complete the following table:

1	2	3	4
Process in place	Risks and/or opportunities evaluated in this process	Frequency of assessment	Please explain the process
Select from: • Yes • No, but we plan to within the next two years • No, and we do not plan to within the next two years	Select from: • Risks only • Opportunities only • Both risks and opportunities	Select from: • More than once a year • Annually • Every two years • Every three years or more • As important matters arise • Not defined	Text field [maximum 3,500 characters]

[Fixed Row]

Requested content	Process in place (column 1) • Select "Yes" if your organization has any process in place for identifying, assessing, and managing risks and opportunities. Select "Yes" regardless of whether both risks and opportunities are assessed, and regardless of whether the process is integrated (i.e. across multiple environmental issues, and any other issues) or separated. • Only select "No..." if you do not have any form of process for identifying, assessing, and managing risks and opportunities.

	• If your organization has identified environmental risks and opportunities but does not yet have a formalized process in place for identifying, assessing, and managing risks and opportunities on a consistent and reoccurring basis, select either "No…" option, and provide details on the specific risks and/or opportunities identified in 16.1 and 16.3. Frequency of assessment (column 3) • Select the option that best reflects the frequency that all risks and/or opportunities are assessed and/or reviewed. o The frequency disclosed here does not necessarily mean the frequency you complete a full assessment of all risks and opportunities. For example, long-term risks may be relevant for several years and only require periodic review. Therefore, you may select the option that best reflects the frequency that all risks and/or opportunities are assessed and/or reviewed. Please explain the process (column 4) • Describe your process for identifying, assessing, and managing risks and/or opportunities, including the areas of your business covered by the assessment and any exclusions; time horizons covered; types of risks and/or opportunities considered; and tools or methods used, such as databases, Enterprise Risk Management tools, or external consultants.

Explanation of terms	• Environmental opportunities: opportunities are generated through impacts and dependencies on nature, and can occur:
	  o When organizations avoid, reduce, mitigate or manage nature-related risks, for example, connected to the loss of nature and ecosystem services that the organization and society depend on;
	  o Through the strategic transformation of business models, products, services, markets and investments that actively work to reverse the loss of nature, including by restoration, regeneration of nature and implementation of nature-based solutions (Adapted from TNFD "Nature related opportunities", 2023).
	• Environmental risks: potential threats (effects of uncertainty) posed to an organization that arise from its and wider society's dependencies and impacts on the environment. (Adapted from TNFD "Nature related risk", 2023)

Tags		
Authority Type	All requesters	
Environmental Issue (Theme)	Question level	All
Questionnaire Sector	Question level	All

Module 16: SME -Disclosure of Risks and Opportunities

Module Overview	This module requests information on risks related to environmental issues, which have had a substantive effect on the organization in the reporting year or may in the future, and details of the potential effects of those risks and their associated response strategies. It also requests information on any environmental opportunities created by environmental issues which have had a substantive effect on the organization in the reporting year or may in the future. Understanding the risks and opportunities related to environmental issues which may impact an organization's strategy, business activities, value chain (suppliers, distributors, and customers), financial position (e.g. assets and liabilities), financial performance (e.g., revenue or expenditure) or cash flows is a critical step for organizations to ensure they are able to adapt and survive in a changing environment. Providing information about inherent risk exposure rather than only the residual risk (remaining after any response) allows data-users to consider the potential impact and the appropriateness of the organization's response. CDP recognizes that disclosure of risks and opportunities is a journey for small and medium-sized enterprises. Disclosure of these areas allows organizations to demonstrate that they have a clear awareness of the extent to which they are exposed to environmental risks, and aligned with environmental opportunities, within their direct operations and other parts of their value chain (suppliers, distributors, and customers). It also allows organizations to demonstrate how they are implementing corporate actions to improve business resilience and environmental stewardship.
Disclosure note	Organizations may wish to consult with their financial, legal, and/or compliance departments for advice on the company's general approach to the provision of forward-looking statements and information concerning risks.

Risk disclosure

(16.1) Are you aware of any risks created by environmental issues which have had a substantive effect on your organization in the reporting year or may in the future?

Question details	
Change from last year SME	No change
Alignment with full questionnaire	Modified question (3.1)
Rationale	Environmental risks with substantive effects (those which have had, or are anticipated to have, a considerable or relatively significant operational, financial, or strategic impact on an organization at the corporate level) can undermine the entire business or part of the business. As SMEs are particularly vulnerable to global risks, identifying risks is a critical step to ensuring business resiliency. It is also crucial for investors and data users to understand your organization's risk exposure, especially regarding any environmental risks across your value chain (suppliers, customers, and other stakeholders) which are anticipated to have substantive effects on your organization. This includes both risks which have already had an effect within the reporting year and risks which may have an effect in the future. If no environmental risks with substantive effects have been identified as part of your assessment, it is equally crucial for data users to understand how and why you have concluded that such risks are not anticipated to affect your organization.
Ambition	The organization discloses environmental risks which have had, or are anticipated to have a substantive effect on the organization's strategy, business activities, value chain, financial position (e.g. assets and liabilities), financial performance (e.g., revenue or expenditure) and cash flows.
Response options	Please complete the following table:

0	1	2
Environmental issue	Environmental risks identified	Primary reason why your organization does not consider itself to have environmental risks in your direct operations and/or upstream/downstream value chain
Climate change	Select from: • Yes, both in direct operations (our own operations) and upstream/downstream value chain (our suppliers, distributors, and customers) • Yes, only within our direct operations (our own operations) • Yes, only in our upstream/downstream value chain (our suppliers, distributors, and customers), excluding direct operations • No	Select from: • Environmental risks exist, but none with the potential to have a substantive effect on our organization • Evaluation in progress • Lack of internal resources, capabilities, or expertise (e.g., due to organization size) • No standardized procedure • Not an immediate strategic priority • Insufficient data • Other, please specify
Forests		
Water		

[Fixed row]

<table>
<tr><td>Requested content</td><td>General

For the purposes of this response, the environmental risks reported should only be those which:

Have had or are anticipated to have a substantive effect on your organization;
Have had or are anticipated to have a substantive effect at the corporate level, and not simply at the asset, business unit and/or geographic level where they may occur; and
Have had or are anticipated to have a substantive effect when considering the inherent risk (existing in the absence of controls, i.e. not considering any mitigation or management measures that have been or could be implemented) as well as the residual risk (remaining after a specific action has been taken to manage the risk).

Your selection in column 1 “Environmental risks identified” will determine whether column 2 “Primary reason why your organization…” will be presented.

Environmental risks identified (column 1)

Select the appropriate “Yes” option if any risks have been identified as having had or having anticipated substantive effects before any response actions are accounted for. Consider both the risks which have been accepted and those to which you are responding when determining which option to select.
</td></tr>
<tr><td>Explanation of terms</td><td>
Direct operations: all activities and sites (e.g., buildings, farms, mines, retail stores) over which the reporting organization has operational or financial control. This covers any internal supply chains between the organization’s business units (Based on TNFD, 2023; SBTN, 2023).
Environmental risks: potential threats (effects of uncertainty) posed to an organization that arise from its and wider society’s dependencies and impacts on the environment. (Adapted from TNFD “Nature related risk”, 2023)
Inherent risk: the risk that exists in the absence of controls, i.e. not considering any potential mitigation or management measures that could be implemented.
Residual risk: the risk remaining after a specific action has been taken to respond to the risk.
Substantive effect: an effect that has a considerable or relatively significant impact on an organization at the corporate level in terms of risks and opportunities. This could include operational, financial, or strategic effects that undermine, or provide opportunities for, the entire organization or part of the organization.
Value chain: the entire sequence of upstream and downstream activities, sites, resources, and relationships associated with the reporting organization’s operations, starting with the raw materials and extending through end-of-life management, aimed at providing or receiving value from an organization's products and services either within, upstream, or downstream of direct operations (Adapted from GHG, 2013; ESRS, 2023; SBTN, 2023)
</td></tr>
<tr><td>Additional information</td><td>
What are examples of risks related to environmental issues (also referred to as environmental risks)?

Environmental risks can relate to various environmental issues including, but not limited do, the ones covered by this questionnaire: climate change, water security, and forests. Examples of environmental risks related to climate change include floods, storms, wildfires, or droughts, which are also known as acute physical risks. These events may cause damage to your organization’s property or lead to you being unable to fulfill customer orders on time, resulting in business risks such as unhappy customers and loses in revenue. For more detail on the types of environmental risks which should be considered, reference the Explanation of Terms in 16.1.1.

How does my organization determine if an environmental risk is considered substantive?
</td></tr>
</table>

	- What constitutes a substantive effect will vary between organizations. For example, a 1% reduction in profits will have different effects on different organizations depending on their respective profit margins. For the purposes of this response, organizations are therefore asked to determine "substantive" in the way that they would for their business decision-making. For example, a substantive impact could occur because of a large impact to any one of the following aspects, or because multiple small impacts create a larger impact: - the proportion of business units affected; - the size of the impact on those business units; - the dependency of the organization on that unit; - the potential for shareholder or customer concern.

Tags		
Authority Type	All requesters	
Environmental Issue (Theme)	Question level	All
Questionnaire Sector	Question level	All

(16.1.1) Provide details of the risks created by environmental issues which have had a substantive effect on your organization in the reporting year or may in the future.

Question details	
Question dependencies	This question only appears if you select any of the "Yes…" options in column "Environmental risks identified" of 16.1.
Change from last year	Modified guidance Minor change for Water
Alignment with full questionnaire	Modified question (3.1.1)
Rationale	Your response to this question provides data users with an overview of the environmental risks affecting your organization, now and in the future, such as flooding or changes in customer behavior due to growing demand for sustainable products or services. Information on the current and anticipated financial effects of these risks, and your response strategy to manage and mitigate them, are critical elements for guiding investments as well as implementing corporate actions to improve business resilience and environmental stewardship. Additionally, larger companies may be required to report financial impact figures of risk under certain emerging regulatory reporting requirements. Failing to address these risks can lead to reputational damage, regulatory compliance issues, and financial instability.
Ambition	• The organization discloses environmental risks which have had or are anticipated to have substantive effects on the organization's strategy, business activities, value chain, financial position (e.g. assets and liabilities), financial performance (e.g. revenue or expenditure) and cash flows. The disclosure per risk includes:

	- The timeframe, likelihood and magnitude associated with the effects of the risk, - Current and anticipated effects on the value chain and where these risks are located, - Whether the risks are physical (acute or chronic) or transition risks (policy, market, reputation, technology, liability), - The potential financial effects of the risks, - The costs of response to a risk, a description of the response and an explanation of the cost calculation
Response options	Please complete the following table. You are able to add rows by using the “Add Row” button at the bottom of the table.

1	2	3	4	5	6	7	8	9
Environmental issue the risk relates to	Risk identifier	Commodity	Risk type and primary source of the environmental risk	Value chain stage where the risk occurs	Country/area where the risk occurs	River basin where the risk occurs	Organization-specific description of risk	Primary financial effect of the risk
Climate change	Select from: Risk1-Risk100	N/A	Grouped option (single-select group; single-select option) from dropdown list below:	Select from: - Direct operations (our own operations) - Upstream value chain (suppliers) - Downstream value chain (distributors or customers)	Select all that apply: [Country/area drop-down list]	N/A	Text field [maximum 1,500 characters]	Select from the drop-down list below
Forests		Select all that apply: - Timber products - Palm oil - Cattle products - Cocoa - Coffee - Soy - Rubber - Not applicable				N/A		
Water		N/A				Select all that apply: [River basin drop-down list]		

						• Unknown • Other, please specify			
Select all that apply: • Climate change • Forests • Water									

10	11	12	13	14	15
Time horizon over which the risk is anticipated to have a substantive effect on the organization	Likelihood of the risk having an effect within the anticipated time horizons	Magnitude	Are you able to quantify the financial effect of the risk?	Potential financial effect figure - minimum (currency)	Potential financial effect figure– maximum (currency)
Select all that apply: • Short-term • Medium-term • Long-term • The risk has already had a substantive effect on the organization in the reporting year	Select from: • Virtually certain (99–100%) • Very likely (90–100%) • Likely (66–100%) • More likely than not (50–100%) • About as likely as not (33–66%) • Unlikely (0–33%) • Very unlikely (0–10%) • Exceptionally unlikely (0–1%) • Unknown	Select from: • High • Medium-high • Medium • Medium-low • Low • Unknown	Select from: • Yes • No	Numerical field [enter a number from 0 to 999, 999, 999,999,999 using up to 2 decimal places]	Numerical field [enter a number from 0 to 999, 999, 999,999,999 using up to 2 decimal places]

16	17	18	19	20
Explanation of financial effect figure	Primary response to risk	Cost of response to risk	Explanation of cost calculation	Description of response
Text field [maximum 2,500 characters]	Grouped option (single-select group; single-select option) from dropdown list below:	Numerical field [enter a number from 0 to 999, 999, 999,999,999 using up to 2 decimal places]	Text field [maximum 1000 characters]	Text field [maximum 2,000 characters]

[Fixed row, add row]

Primary source of the environmental risk (column 4)	
Policy • Carbon pricing mechanisms [C only] • Changes to international law and bilateral agreements • Changes to national legislation • Changes to regulation of existing products and services • Higher water prices [W only] • Increased difficulty in obtaining operations permits • Increased difficulty in obtaining withdrawal permits [W only] • Introduction of regulatory standards for previously unregulated contaminants [W only] • Lack of mature certification and sustainability standards • Limited or lack of river basin management [W only] • Limited or lack of transboundary water management [W only] • Mandatory water efficiency, conservation, recycling or process standards [W only] • Non-compliance with legislation • Poor enforcement of regulation • Poor coordination between regulatory bodies • Regulation of discharge quality/volumes [W only] • Statutory water withdrawal limits/changes to water allocation [W only] • Uncertainty and/or conflicts involving land tenure rights and water rights [F, W only] • Other policy risk, please specify Liability (legal claims) • Exposure to sanctions and litigation • Moratoria and voluntary agreements [W, F only] • Other liability risk, please specify Technology • Dependency on water intensive energy sources [C, W only] • Inability to increase yield of existing production areas [F only] • Lack of access to data • Lack of monitoring systems • Transition to water efficient and low water intensity technologies and products [W only] • Transition to water intensive, low carbon energy sources [CW] • Transitioning to lower emissions technology [C only] • Unsuccessful investment in new technologies • Other technology risk, please specify Market • Changing customer behavior	Reputation • Increased stakeholder concern or negative stakeholder feedback • Local community opposition • Negative press coverage related to support of projects or activities with negative impacts on the environment (e.g. GHG emissions, deforestation & conversion, water stress) • Stigmatization of sector • Other reputation risk, please specify Acute physical (short term, specific events that change the state of nature) • Avalanche • Cold wave/frost • Cyclone, hurricane, typhoon • Drought • Flooding (coastal, fluvial pluvial, groundwater) • Glacial lake outburst • Heat wave • Heavy precipitation (rail, hail, snow/ice) • Landslide • Pollution incident [W only] • Storm (including blizzards, dust and sandstorm) • Subsidence • Tornado • Toxic spills [W only] • Wildfires • Other acute physical risk, please specify Chronic physical (gradual changes to the state of nature) • Change in land-use • Changing precipitation patterns and types (rain, hail, snow/ice) • Changing temperature (air, freshwater, marine water) • Changing wind patterns [C only] • Coastal erosion • Declining water quality [W only] • Groundwater depletion [W only] • Heat stress [C, F only] • Inadequate water-related infrastructure [W only] • Increased ecosystem vulnerability [F, W only] • Increased levels of environmental pollutants in freshwater bodies [W only] • Increased severity of extreme weather events • Land loss to desertification [F only] • Ocean acidification • Permafrost thawing [C, W only]

• Inadequate access to water, sanitation, and hygiene services [W only] • Increased commodity prices [F only] • Increased cost of certified sustainable commodities [F only] • Increased cost of raw materials [C only] • Lack of availability of certified sustainable material [F, P only] • Leakage markets [F only] • Limited visibility of embedded commodities [F only] • Uncertainty about commodity origin and/or legality [F only] • Uncertainty in market signals • Other market risk, please specify	• Poorly managed sanitation [W only] • Rationing of municipal water supply [W only] • Saline intrusion [F, W only] • Scarcity of land resources [F only] • Sea level rise • Seasonal supply variability [F, W only] • Soil degradation • Soil erosion • Solifluction • Temperature variability • Water stress • Other chronic physical risk, please specify

Primary financial effect of the risk (column 8)	
• Brand damage • Change in revenue mix and sources • Closure of operations • Constraint to growth • Decrease in shareholder value • Decreased access to capital • Decreased asset value or asset useful life leading to write-offs, asset impairment or early retirement of existing assets • Decreased revenues due to reduced demand for products and services • Decreased revenues due to reduced production capacity • Delays in securing operating licenses • Disruption in production capacity • Disruption to sales • Disruption in upstream supply chain (suppliers) • Disruption to workforce management and planning • Fines, penalties or enforcement orders	• Increased capital expenditures • Increased compliance costs • Increased cost of capital • Increased credit risk • Increased direct costs • Increased indirect [operating] costs • Increased insurance premiums • Increased production costs • Litigation • Loss of license to operate • Reduced availability of insurance on assets in "high-risk" locations • Upfront costs to adopt/deploy new practices and processes • Other, please specify

Primary response to risk (column 17)	
Agricultural practices • Adopt sustainable irrigation practices [W only] • Avoid sourcing from jurisdictions with a high risk of deforestation and conversion of other natural ecosystems [F only] • Improve soil health [F, W only] • Species management and/or recovery [F only] • Other agricultural practice, please specify Diversification • Develop new products, services and/or markets • Increase supplier diversification • Marketing campaigns • Market expansion • Improve emergency response systems in sourcing regions [F only] • Improve fire management systems in sourcing regions [F only] • Other diversification, please specify Engagement • Align organization's public policy engagement with its environmental strategy • Engage in multi-stakeholder initiatives • Engage with customers • Engage with local communities • Engage with NGOs/special interest groups • Engage with regulators/policy makers • Engage with suppliers • Engage with trade unions • Ensure grievance mechanisms are available to relevant stakeholders [FW] • Introduce/strengthen environmental incentives • Other engagement, please specify Compliance, monitoring and targets • Ensure no deforestation and no conversion in own operations [F only] • Establish site-specific targets • Establish company-wide targets • Greater compliance with regulatory requirements • Greater due diligence • Greater traceability of commodities [F only] • Implementation of environmental best practices in direct operations • Improve monitoring of direct operations • Improve monitoring of upstream and downstream activities • New or tighter supplier performance standards	Infrastructure, technology and spending • Adopt water efficiency, water reuse, recycling and conservation practices [W only] • Improve maintenance of infrastructure [C, W only] • Increase environment-related capital expenditure • Increase geographic diversity of facilities • Increase investment in R&D • Increase investment in water, sanitation and hygiene [WASH] [W only] • Secure alternative water supply [W only] • Other infrastructure, technology and spending, please specify Nature based solutions, restoration and conservation • Biodiversity offsetting [F only] • Implement ecosystem restoration and long-term protection [C, F only] • Engage and support landscape and jurisdictional initiatives [F only] • Implement nature-based solutions • Promotion of sustainable forest management, including financial incentives [F only] • Support catchment and river restoration [W only] • Support river basin restoration [W only] • Voluntary engagement in conservation projects (including reforestation, afforestation and ecosystem restoration) [F only] • Other nature-based solution, restoration and conservation, please specify Policies and plans • Adopt regenerative agriculture policies [F and W only] • Amend the Business Continuity Plan • Consider relevant transboundary water policies and agreements at national, bilateral or regional level [W only] • Develop a climate transition plan [C only] • Develop drought emergency plans • Develop flood emergency plans • Improve alignment of public policy influencing activity with environmental commitments [C, F, W only] • Increase insurance coverage • Increased use of sustainably sourced materials • More ambitious environmental commitments and policies • More ambitious no-conversion commitments and policies [F only] • More ambitious policies and commitments to protect natural ecosystems [F, W only] • Participation in environmental collaborative industry frameworks, initiatives and/or commitments • Use risk transfer instruments • Other policies or plans, please specify

• Promotion of best practice and awareness in the value chain • Other compliance, monitoring or target, please specify	Pricing and credits • Implement internal price on carbon [C only] • Implement internal price on water [W only] • Increase internal price on carbon [C only] • Increase internal price on water [W only] • Purchase water quality credits [W only] • Promotion/purchase of carbon credits [C, F only] • Other pricing or credit, please specify

Requested content	General • Risks reported should include those which either have had or are anticipated to have a substantive effect on your strategy, business activities, value chain, financial position (e.g. assets and liabilities), financial performance (e.g., revenue or expenditure) and cash flows, irrespective of whether the risk has been responded to or accepted. • If a risk relates to multiple environmental issues (e.g. climate change and water), repeat the risk in a row for each relevant environmental issue and use the same risk identifier (column 2) and provide the same information across these rows. • Even if a dedicated risk assessment process has not yet been defined, if your organization has identified an environmental risk, it is recommended to still provide as much information as possible regarding the details of the risk, how the risk may affect your organization, and the organization's response to the risk. Risk identifier (column 2) • Select a unique identifier from the drop-down list to track the risk across subsequent questions and reporting years. Select from Risk1-Risk100 and maintain consistency by using the same identifier for recurring risks. For new risks, use a unique identifier that you have not previously used. • If the risk relates to multiple environmental issues, use the same identifier in each row referring to the risk. Risk type and primary source of the environmental risk (column 4) • The risk types are based on the TNFD's categories of nature-related physical (acute and chronic) and transition (policy, market, reputation, technology, liability) risks. See the Explanation of terms for more information on the types of risks. Value chain stage where the risk occurs (column 5) • Refer to the "Explanation of Terms" section for definitions of value chain stages. Organization-specific description of risk (column 7) • Provide further contextual information on the primary source of the environmental risk, including more detail on the exact nature, location and/or regulation of the effect concerned, as well as any notable geographic/regional examples. • Include organization-specific details, such as references to activities, programs, products, services, methodologies, or operating locations specific to your organization's business or operations.

	Time horizon over which the risk is anticipated to have a substantive effect on the organization (column 10) • Appropriate time-horizons will vary between organizations as the timing of effects are likely to also vary. As such, standards, frameworks, and stakeholders often don't specify specific time frames and instead encourage organizations to decide how to define their own timeframes (e.g., TCFD and TNFD). • When defining time horizons, consider the following: o The profile of the environmental risks and opportunities your organization faces, o The sector and geographies in which your organization operates, o The useful life of your organization's assets and infrastructure, o How environmental risks and opportunities may appear in the short, medium, and long-term. Magnitude (column 12) • The magnitude describes the extent to which the effect, if it occurred, would affect your business. You should consider the business as a whole and therefore the magnitude can reflect both the damage that may be caused and the exposure to that potential damage. • For example, two organizations may have identical facilities located on a coast in an area which is vulnerable to sea level rise. However, if organization A relies on that facility for 90% of its production capacity and organization B relies on it for only 40% of its production capacity, the magnitude of a sea level rise impact on organization A will be comparatively higher than that on company B. • It is not possible for CDP to accurately define terms for magnitude as they will vary from organization to organization. For example, a 1% reduction in profits will have different effects on different organizations depending on the profit margins on which they work. Therefore, organizations are asked to determine magnitude on a qualitative scale. Factors to consider include: o The proportion of business units affected; o The size of the impact on those business units; o The dependency of the company on those units; and o The potential for shareholder or customer concern. • If the financial effect has not been assessed by your organization, select "Unknown". Are you able to quantify the financial effect of the risk? (column 13) • CDP recognizes that identifying, assessing, and managing environmental risks is a journey for small and medium-sized enterprises and depends on a number of factors, such as size and available resources. o If you are able to quantify the financial effect of the risk, select "Yes" and you will be able to provide these figures in columns 14-16. o If you are not yet able to quantify the financial effect of the risk, select "No" and you will not presented with columns 14-16. Potential financial effect figure minimum/maximum (currency) (columns 14-15) • These columns are presented if you select "Yes" in column 13 "Are you able to quantify the financial effect of the risk?" • Consider all time horizons over which the risk is anticipated to effect the organization when calculating the financial effect figure. For example, if the risk is anticipated to affect the organization in both the short-term and the medium-term, a cumulative figure should be provided to indicate the range of the financial effect on the organization considering both of these time horizons. • This figure should be in the same currency that you selected in 14.2 for all financial information disclosed throughout your response.

- Financial figures should reflect the effect of the risk on your organization's financial performance, such as revenue and costs and its financial position, such as assets and liabilities.
- For example, for organizations with a medium-term horizon of 3-5 years, a cumulative range should be provided for the years covered by the time horizon.

- Things you may consider when calculating the financial effect of the risk could include:
  - For physical risks:
    - The value of capital expenditure on infrastructure asset repair or replacement as a result of loss and damage,
    - The percentage increase in insurance costs due to loss and damage,
    - Capital expenditure on adaption due to the effects of physical risks,
    - Costs associated with the relocation of operations and suppliers due to the effects of physical risks.
  - For policy risks:
    - A description and value of any fines/penalties received,
    - A description and value of clean-up costs,
    - A description and value of costs relating to loss of operating areas,
  - A description and value of litigation action taken against the organization associated with environmental related issues.
  - For market risks:
    - The costs related to loss of market access,
    - The costs related to raw material and natural resource price volatility.
  - For reputational risks:
    - The increased costs/loss of revenue due to reputational risks,
    - The decreased revenues due to reduced demand for products and services and reduced production capacity.
  - For technological risks:
    - Expenditure on R&D for new and alternative technologies related to mitigation and adaptation of risks.
  - For all risks:
    - Any other effects from environmental risks which have resulted in increased direct and indirect (operating) costs, increased capital expenditures, increased credit risk, decreased access to capital and asset value, decreased asset useful life leading to write-offs, asset impairment or early retirement of existing assets.

Explanation of financial effect figure (column 16)

- This column is presented if you select "Yes" column 13 "Are you able to quantify the financial effect of the risk?".
- Describe how you arrived at this figure (or range), including:
  - The approach utilized for calculation;
  - The calculation method employed;
  - How the figure relates to the primary effect identified in column 8 "Primary financial effect of the risk";
  - The numerical values used in your calculation;
  - Any underlying assumption influencing the figure.
  - The time horizons considered.
- You can also give further qualitative information, such as describing here other financial effects resulting from the selected risk (other than the main effect identified in column 8 "Primary financial effect of the risk"). If "Other, please specify" is selected in column 8 "Primary financial effect of the risk", provide more details on the nature of the effect.

Cost of response to risk (column 18)

	• CDP recognizes that identifying, assessing, and managing environmental risks is a journey for small and medium-sized enterprises and depends on a number of factors, such as size and available resources. If you are able to do so, provide a quantitative figure representing the cost of your risk response actions. If there are no costs associated with responding to the risk, enter 0.
	• If an absolute value cannot be provided, you may report a percentage value by entering 0 in this column and then reporting the percentage figure in column "Explanation of cost calculation", including an explanation of the percentage calculation.
	• This figure should be in the same currency that you selected in question 14.2 for all financial information disclosed throughout your response.
	
	Explanation of cost calculation (column 19)
	• Explain the methodology used to calculate the figure for the cost of managing the risk (in column 17), including numerical values used in your calculation.
	• If there are no costs associated with responding to the risk, explain how you arrived at a figure of 0, even if the cost is absorbed into business-as-usual activities.
	
	Description of response (column 20)
	• Provide details of your organization's response to mitigate, control, transfer or accept the risk, including, if applicable, how the risk has been managed so far and future risk management procedures.
	• You may also provide the financial effect figures of the residual risk, if applicable.
	• Describe the effect the response has had/is likely to have.
	• Include an example of organization-specific risk responses actions (activities, projects, products and/or services).
	• Report whether the response strategy involves any collective action initiatives, or if it contributes to the progress of a UN Sustainable Development Goal.
	• Note for water security disclosers: Your public response to this question may be shared with the [Water Action Hub] for knowledge sharing and collaboration in water stewardship. Before submitting your disclosure to CDP, you will be requested to indicate your permission for CDP to share contact details. This enables the Hub to contact you about a project suitable for sharing on their platform and obtain your consent. This is optional. Provide as much relevant information as possible about your response, particularly local projects, including:
	  o Partners involved in the joint project/initiative (e.g., organization names or government offices) or who you would like to work with (e.g., government agencies, other companies, NGOs);
	  o Project objectives, including expected benefits for the river basin beyond the organization.
	  o Timeline (e.g., start/end date or ongoing project); and
	  o Specific location, if possible.
	  o Note that these criteria are not scored but are crucial to building a project to share in the Water Action Hub and without this detail the project may not be suitable to transfer to this platform.

Requested content – [sector] (if applicable)	Note for oil and gas sector companies: • Consider the impact of national and international emissions targets on oil and gas product demand. Will these targets lead to a shift towards a less carbon-intensive fuel mix? How will fuel efficiency standards influence demand for fuel? • Identify other regulatory factors affecting demand reduction such as restrictions on flaring or requirements for a certain level of climate-related performance (e.g., requirement for carbon sequestration).

	• Include these drivers in your response and explain how your portfolio of reserves is evolving in response to these regulatory changes.
	
	Note for electric utility sector companies:
	• Electric utilities should consider, among other issues:
	  o How national and international targets on demand management might affect electricity demand;
	  o Implications of related policies such as building regulations promoting energy-efficient buildings;
	  o Policies promoting renewable electricity supply and technologies for GHG emissions reduction, e.g. CO2 capture and storage, clean coal technologies and energy storage;
	  o The impacts of any emissions trading schemes and any emissions reduction targets you have set or with which you have to comply, including the analysis of possible scenarios and their effect on the organization;
	  o Consideration of carbon prices on wholesale and retail power prices across different markets in which you operate and the extent to which carbon prices may be reflected in electricity prices in these markets, based on current and anticipated regulatory requirements.
	
	Note for auto and auto component manufacturing companies:
	• Consider the financial and strategic implications of current and planned national, regional, and international policies aimed at increasing automobile fuel efficiency and developing "clean" engines in each market you operate in.
	• Consider the effect of related environmental policies, such as regulations and standards concerning air quality, alternative fuels usage, and sustainable mobility on your business.
	• Specifically, you should consider how climate change policy may affect your sales, potential loss of market share, and additional compliance costs. Describe strategies for managing or passing down increased costs throughout the value chain, if applicable.
	
	Note for agricultural sector companies:
	• Report on risks that may affect the revenue associated with the agricultural/forestry, processing/manufacturing and/or distribution. These risk often stem from:
	  o Physical factors, e.g. extreme weather events that disrupt production/supply of raw materials.
	  o Changes in regulation pertaining to agricultural, processing, manufacturing, distribution and/or consumption activities.
	  o Changes in consumer demands and new market trends.
	
	Note for companies with coal reserves:
	• Refer to CDP Technical Note: Guidance for companies with coal reserves for comprehensive information on disclosing demand and stranded asset risk.
	
	Note for financial services sector companies:
	• Report risks that are inherent and could have an effect on your investing, financing, underwriting and/or operational activities, regardless of any prior actions taken to respond to these risks.
	• Note that if providing a potential financial impact figure, this figure should represent the financial impact on your business. For example, if reporting a risk of stranded assets, you should report the potential financial impact (such as the write-down or devaluation) of the assets stranding on your balance sheet (before taking into consideration any controls you may have in place to mitigate the impacts), as opposed to reporting the portfolio exposure to those assets.

	• Describe risks by sector and/or geography, as relevant.
	• Consider both physical and transition risks, including the risk of stranded assets. These are assets that are no longer economically viable as a result of climate-related transition or physical risks.
	
	Note for real estate companies:
	• Real estate, being a location-bound and long-term investment, faces significant exposure to environmental risks.
	• Consider "stranding risks" – where assets may be devaluated or underperform, making them "stranded".
	• Stranded assets may be subject to write-downs due to:
	    o Demand shifts towards sustainable properties, putting pressure on 'non-green' assets; and
	    o Higher exposure to acute physical risks (storms, flooding, wildfires, etc.).
	
	Notes for capital goods sector companies:
	• End markets supplied by this sector are subject to increasing regulation and decarbonization targets; from building standards to mandated technologies for power generation. Organizations in this sector are thus indirectly exposed to risks in their value chain, and should consider, among other issues, risks associated with:
	    o Carbon pricing regulation and stricter emissions constraints on products and services;
	    o Shifts in end-market demand away from fossil fuel dependent technologies.

Explanation of terms	• Access to capital: cash flows from sources other than an organization's sales and other revenues. It includes cash infusions from investors or securing lines of credit with banks and other lenders.
	• Afforestation: establishment of forest through planting and/or deliberate seeding on land that, until then, was not classified as forest, which implies a transformation of land use from non-forest to forest. (FAO, 2015).
	• Biodiversity offsetting: measures taken to compensate for any residual significant, adverse impacts that cannot be avoided, minimized and/or rehabilitated or restored, in order to achieve no net loss or a net gain of biodiversity. Offsets can take the form of positive management interventions such as restoration of degraded habitat, arrested degradation or averted risk, protecting areas where there is imminent or projected loss of biodiversity (BBOP, 2012)
	• Capital expenditure: a measure of the value of purchases of fixed assets such as property, buildings, an industrial plant, technology, or equipment. Put differently, CapEx is any type of expense that an organization capitalizes, or shows on its balance sheet as an investment, rather than on its income statement as an expenditure.
	• Conversion: loss of a natural ecosystem as a result of its replacement with agriculture or another land use, or due to a profound and sustained change in the natural ecosystem's species composition, structure, or function.
	    o Deforestation is one form of conversion (conversion of natural forests)
	    o Conversion includes severe degradation or the introduction of management practices that result in a profound and sustained change in the ecosystem's species composition, structure, or function.
	    o Change to natural ecosystems that meets this definition is considered to be conversion regardless of whether or not it is legal (AFi, 2024).
	• Deforestation: loss of natural forest as a result of: i) conversion to agriculture or other non-forest land use; ii) conversion to a tree plantation; or iii) severe and sustained degradation
	    o Severe and sustained degradation (scenario iii in the definition) constitutes deforestation even if the land is not subsequently used for a non-forest land use.

	- Loss of natural forest that meets this definition is considered to be deforestation regardless of whether or not it is legal. - The definition of deforestation signifies "gross deforestation" of natural forest where "gross" is used in the sense of "total; aggregate; without deduction for reforestation or other offset." (adapted from AFi, 2024). • Direct costs: also known as "costs of goods or services sold". These expenses can be attributed to the manufacture of a particular product or the provision of a particular service. • Downstream value chain: the activities, sites, resources, relationships, and stakeholders which receive products and/or services from your organization. The downstream value chain varies depending on the nature of the business but may include customers, distributors, logistics providers, and packaging suppliers (adapted from ESRS, 2023). • Due diligence: a risk management process implemented by a company to identify, prevent, mitigate, and account for how it addresses environmental and social risks and impacts in either its direct operations and supply chains, or in its investments (adapted from AFi, 2024). • Grievance mechanism: any routinized process through which grievances concerning business-related negative impacts on human rights or the environment can be raised, and remedy can be sought. - Grievance mechanisms may be State-based or non-State based and they may be judicial or non-judicial (AFi, 2024). • Indirect costs: the essential expenses incurred in order to maintain the business including wages, rent, transport, energy (electricity, fuel, etc.), maintenance, and so on. These expenses cannot be attributed to the manufacture of a particular product or the provision of a particular service - they are standard costs that apply regardless of the volume of goods produced. • Landscape and jurisdictional initiatives: the on-the-ground collaborative program to set common goals, take collective action while reconciling different interests, and monitor progress towards improving social, environmental, and economic outcomes at a landscape/jurisdictional scale • Likelihood: the terms used to describe likelihood are taken from the Intergovernmental Panel on Climate Change's (IPCC) 2013 reports. They are associated with probabilities, indicating the percentage likelihood of the event occurring. It is not necessary for respondents to have calculated probabilities for the risks they are considering, however they can give an indication as to the meaning of the terms: - Virtually certain: 99–100% probability - Very likely: 90–100%; - Likely: 66–100%; - More likely than not: 50–100%; - About as likely as not: 33–66%; - Unlikely: 0–33%; - Very unlikely: 0-10%; - Exceptionally unlikely: 0–1%. • Multi-stakeholder initiative: an initiative that is governed by different stakeholder groups, including private sector companies and their associations, civil society organizations (e.g., environmental and social NGOs) and possibly farmer organizations, government organizations and knowledge providers (SAI Platform, 2015). • No-conversion (also referred to as: deforestation- and conversion-free): commodity production, sourcing, or financial investments that do not cause or contribute to the conversion of natural ecosystems (as defined by the Accountability Framework, 2024). - No-conversion refers to no gross conversion of natural ecosystems, which the Accountability Framework specifies as the appropriate policy and goal on this topic for companies and supply chains.

- The terms “no-conversion” and “conversion-free” are used in favor of “zero-conversion” because “zero” can imply an absolutist approach that may be at odds with the need to sometimes accommodate minimal levels of conversion at the site level in the interest of facilitating optimal conservation and production outcomes (see AFi’s definition for minimal level [of deforestation or conversion], 2024). (Adapted from AFi, 2024).

- Physical risk
  - Acute – occurrence of short term, specific events that change the state of nature. For example, oil spills, forest fires or pests affecting a harvest;
  - Chronic – gradual changes to the state of nature. For example, pollution stemming from pesticide use or climate change.
- Reforestation: re-establishment of forest through planting and/or deliberate seeding on land classified as forest (FAO, 2015).
- Restoration: is the process of assisting the recovery of an ecosystem that has been degraded, damaged, or destroyed (SER, 2004).
- Revenue: gross income arising from the operations of an organization over a period of time.
- Sustainable forest management: The process of managing a forest for achieving the continuous production of desired forest products and services without reducing its inherent values and future productivity, avoiding undesirable social-environmental effects (adapted from ITTO).
- Sustainable irrigation practices (Food, beverage & tobacco and agricultural commodities sectors only): practices that optimize irrigation water use leading to a decrease in the total amount of water used in irrigation i.e. through more efficient application of water at the field or irrigation system levels.
- Traceability: the ability to follow a product or its components through stages of the supply chain (e.g. production, processing, manufacturing, and distribution) (AFi, 2024).
- Transition risk
  - Policy – changes in the policy context due to new (or enforcement of existing) policies to create positive impacts on nature or mitigate negative impacts on nature;
  - Technology – Substitution of products or services with a reduced impact on nature and/or reduced dependency on nature. For example, the replacement of plastics with biodegradable containers;
  - Market – Changing dynamics in overall markets, including changes in consumer preferences, which arise from changing physical, regulatory, technological and reputational conditions and stakeholder dynamics. For example, the market value of a company is affected by assets that have decreased in value because there is insufficient freshwater for the production process, or the value of the business’ production process is reduced by the emergence of new technologies that require less water to operate;
  - Reputation – Changes in perception concerning an organization’s actual or perceived nature impacts, including at the local, economic and societal level. This can result from direct company impacts, industry impacts and/or impacts of activities upstream and/or downstream in a value chain.
  - Liability – Liability risks that arise directly or indirectly from legal claims. As laws, regulations and case law related to an organization’s preparedness for nature action evolves, the incident or probability of contingent liabilities arising from an organization may increase. (TNFD, 2023)
- Upstream value chain: (also referred to as “supply chain”) the activities, sites, resources, relationships, and stakeholders that provide products and/or services to your organization. This typically involves activities early in the value chain, such as production or

	development. The upstream value chain varies depending on the nature of the business but may include raw material, component, or equipment suppliers (Adapted from ESRS, 2023).
	• Water stress ('areas with'): a concept that considers physical quantity aspects related to water resources, including water availability. As good practice, a water stressed area should be measured at the catchment level as a minimum. Commonly accepted global indicators to assess areas as water stressed and their thresholds for reporting to CDP include:
	  ○ Water availability – category greater than 'High risk': 3.4 (WWF Water Risk Filter). WWF recommends that users also take into consideration 'Medium risk': 2.6. This category is based on a multi-model approach which integrates the best available global water scarcity risk indicators: water depletion, baseline water stress, and blue water scarcity.
	  ○ Baseline water stress – indicator equal to/greater than 'High': 40-80% (WRI Aqueduct Water Risk Atlas). This refers to ratio of total annual water withdrawals to available renewable water supply.
	  ○ Baseline water depletion – indicator equal to/greater than 'High': 50-75% (WRI Aqueduct Water Risk Atlas). This refers to the ratio of total annual water consumption to available renewable water supply.
	• Vulnerability: the propensity or predisposition to be adversely affected. Vulnerability encompasses a variety of concepts and elements, including sensitivity or susceptibility to harm and lack of capacity to cope and adapt (IPCC,2022).

Tags		
Authority Type	All requesters	
Environmental Issue (Theme)	Question level	All
Questionnaire Sector	Question level	All

Fines, penalties, and/or enforcement orders (W only)

(16.2) In the reporting year, was your organization subject to any fines, enforcement orders, and/or other penalties for water-related regulatory violations?

Question details	
Change from last year	No change
Alignment with the full questionnaire	No change (3.3)
Rationale	Knowledge of compliance related fines and other non-financial penalties across your organization demonstrates an awareness by your organization of its impact on the local operating environment as well as the potential financial implications of its water management. This information helps investors and other data users to gain some insight into the effectiveness of your control procedures at a corporate level.
Response options	Please complete the following table:

1	2	3
Water-related regulatory violations	Fines, enforcement orders, and/or other penalties	Comment

Select from: • Yes • No • Unknown	Select all that apply: • Fines • Enforcement orders or other penalties • Fines, but none that are considered as significant • Enforcement orders or other penalties but none that are considered as significant	Text field [maximum 1,000 characters]

[Fixed row]

Requested content	General • Note that this question asks about fines, penalties and/or enforcement orders that were <u>issued to</u> your company during the reporting year. • You should <u>not</u> include information about fines and penalties that were issued to your company in a previous year but became payable in this year. Water-related regulatory violations (column 1) • Select 'Yes' if your organization has been penalized for a water-related regulatory violation during the reporting year, even if it was not considered as significant. Fines, enforcement orders, and/or other penalties (column 2) • This column is only presented if "Yes" is selected in column 1. Comment (column 3) (optional) • You may use this column to provide information that will help CDP data users to understand your selection, e.g., how you monitor water-related regulatory violations.
Explanation of terms	• Enforcement order: A non-financial restriction as punishment for a regulatory violation or other compliance offence. Examples of non-financial enforcement orders include removal of abstraction licenses or discharge consents. • Fine: A specific type of penalty that requires payment of money as punishment for a regulatory violation or other compliance offence. • Penalty: A punishment of any kind due to a regulatory violation or other compliance offence.

Tags		
Authority Type	All requesters	
Environmental Issue (Theme)	Question level	W only
Questionnaire Sector	Question level	All

<u>Opportunity disclosure</u>

(16.3) Are you aware of any opportunities created by environmental issues which have had a substantive effect on your organization in the reporting year or may in the future?

Question details	
Change from last year	No change

Alignment with full questionnaire	Modified question (3.6)
Rationale	Environmental opportunities with substantive effects (those which have had or are anticipated to have, a considerable or relatively significant operational, financial, or strategic impact on an organization at the corporate level) can contribute to positive impacts such as cost savings or revenue generation, enhanced differentiation and competitiveness, job creation, increased stakeholder confidence, as well as wider community benefits. It is crucial for investors and data users to know whether your organization has identified any environmental opportunities within your direct operations or across your value chain (suppliers, customers, and other stakeholders) which are anticipated to have substantive effects on your organization. This includes both opportunities which have already had an effect in the reporting year, as well as opportunities which may have an effect in the future. If no environmental opportunities with substantive effects have been identified as part of your assessment, it is equally crucial for data users to understand how and why your organization has concluded that you are not presented with any opportunities.
Ambition	The organization discloses environmental opportunities which have had or are anticipated to have a substantive effect on its business activities, value chain, financial position (e.g., assets and liabilities), financial performance (e.g., revenue or expenditure) and cash flows.
Response options	Please complete the following table

0	1	2
Environmental issue	Environmental opportunities identified	Primary reason why your organization does not consider itself to have environmental opportunities
Climate change	Select from: • Yes, we have identified opportunities, and some/all are being realized • Yes, we have identified opportunities but are unable to realize them • No	Select from: • Opportunities exist, but none anticipated to have a substantive effect on organization • Evaluation in progress • Lack of internal resources, capabilities, or expertise (e.g., due to organization size) • No standardized procedure • Not an immediate strategic priority • Judged to be unimportant or not relevant • Other, please specify
Forests		
Water		

[Fixed row]

Requested content	General • For the purposes of this response, the opportunities reported should only be those which have had or are anticipated to have substantive effects on your organization (as described in the Additional information section).
Requested content – [sector] only (if applicable)	Note for financial services sector companies: • For the purposes of this response, the opportunities reported should be inherent and have the potential for substantive impacts on your investing, financing, underwriting and/or operational activities.
Explanation of terms	• Environmental opportunities: opportunities are generated through impacts and dependencies on nature, and can occur:

	○ When organisations avoid, reduce, mitigate or manage nature-related risks, for example, connected to the loss of nature and ecosystem services that the organisation and society depend on; ○ Through the strategic transformation of business models, products, services, markets and investments that actively work to reverse the loss of nature, including by restoration, regeneration of nature and implementation of nature-based solutions (adapted from [TNFD "Nature related opportunities", 2023]()). • Substantive effect: an effect that has a considerable or relatively significant effect on an organization at the corporate level in terms of risks and opportunities. This could include operational, financial or strategic effects that undermine, or provide opportunities for, the entire organization or part of the organization.
Additional information	• What are examples of opportunities related to environmental issues (also referred to as environmental opportunities)? ○ Environmental opportunities can relate to various environmental issues including, but not limited do, the issues covered by this questionnaire: climate change, water security, and forests. Examples of environmental opportunities related to climate change include those related to innovation and development of new products and services, such as adopting eco-friendly materials for development of your products, which may strengthen your brand's reputation and attract new customers which are environmentally conscious. For more detail on the types of environmental opportunities which should be considered, reference the Requested Content for column 4a "Opportunity type" in 16.3.1. • How does my organization determine if an environmental opportunity is considered substantive? ○ What constitutes a substantive effect will vary between organizations. For example, a 1% increase in profits will have different effects on different organizations depending on their respective profit margins. For the purposes of this response, organizations are therefore asked to determine "substantive" in the way that they would for their business decision-making. For example, a substantive impact could occur because of a large impact to any one of the following aspects, or because multiple small impacts create a larger impact: ▪ the proportion of business units affected ▪ the size of the impact on those business units ▪ the dependency of the organization on that unit ▪ the potential for shareholder or customer benefit.

Tags		
Authority Type	All requesters	
Environmental Issue (Theme)	Question level	All
Questionnaire Sector	Question level	All

(16.3.1) Provide details of the opportunities created by environmental issues which have had a substantive effect on your organization in the reporting year or may in the future.

Question details	
Question dependencies	This question only appears if you select either of the "Yes,…" options in response to column "Environmental opportunities identified" of 16.3.
Change from last year	Modified guidance Minor change for Water

Alignment with full questionnaire	Modified question (3.6.1)
Rationale	Your response to this question provides data users with an overview of the environmental opportunities which have had a substantive effect on your organization in the reporting year or are estimated to have a substantive effect in the future. Information on the current and estimated potential scale of these opportunities, as well as your response strategy to seize these opportunities, enable data users to see how your organization is implementing corporate actions to improve business resilience and environmental stewardship.
Ambition	• The organization discloses environmental opportunities which have had or are anticipated to have a substantive effect on its business activities, value chain, financial position (e.g., assets and liabilities), financial performance (e.g., revenue and expenditure), and cash flows. The disclosure per opportunity includes: o The timeframe, likelihood, and magnitude associated with the effects of the opportunity, o Whether the opportunities are related to resource efficiency, energy source, capital flow and financing, products and services, markets, reputational capital and/or resilience, o How the organization is responding to opportunities, including changes made to pursue them, relevant time periods, and how opportunities are prioritized, o The amount and proportion of assets and business activities aligned with environmental opportunities.
Response options	Please complete the following table. You are able to add rows by using the “Add Row” button at the bottom of the table.

1	2	3	4	5	6	7
Environmental issue the opportunity relates to	Opportunity identifier	Commodity	Opportunity type and primary source	Value chain stage where the opportunity occurs	Country/area where the opportunity occurs	River basin where the opportunity occurs
Climate change	Select from: Opp1-100	N/A	Grouped option (single-select group; single-select option) from dropdown list below:	Select from: • Direct operations (our own operations) • Downstream value chain (distributors or customers) • Upstream value chain (suppliers)	Select all that apply: [Country/area drop-down list] • All countries/areas in which we operate	Select all that apply: [River basin drop-down list] • Unknown • Other, please specify
Forests		Select all that apply: • Timber products • Palm oil • Cattle products • Cocoa • Coffee				

		• Soy • Rubber • Not applicable				
Water		N/A				
• Climate change • Forests • Water						

8	9	10	11	12
Organization specific description	Primary financial effect of the opportunity	Time horizon over which the opportunity is anticipated to have a substantive effect on the organization	Likelihood of the opportunity having an effect within the anticipated time horizon	Magnitude
Text field [maximum 1,500 characters]	Select from: Response drop-down list below table	Select all that apply: • Short-term • Medium-term • Long-term • The opportunity has already had a substantive effect on our organization in the reporting year	Select from: • Virtually certain (99–100%) • Very likely (90–100%) • Likely (66–100%) • More likely than not (50–100%) • About as likely as not (33–66%) • Unlikely (0–33%) • Very unlikely (0–10%) • Exceptionally unlikely (0–1%) • Unknown	Select from: • High • Medium-high • Medium • Medium-low • Low • Unknown •

[Fixed row, add row]

Opportunity type and primary source (column 4)	
Capital flow and financing • Access to new financing options • Access to sustainability linked loans • Financial reward from buyers • Payment for ecosystem services [other than REDD+] • Price premium for deforestation and conversion-free materials [F only] • REDD+ • Other capital flow and financing opportunity, please specify Energy source [CC only] • Participation in carbon market [CC only] • Shift toward decentralized energy generation [CC only] • Use of carbon capture and storage [CC only] • Use of low-carbon energy sources [CC only] • Use of renewable energy sources [CC only] • Other energy source opportunity, please specify [CC only]	Products and services • Ability to diversify business activities • Development of new products or services through R&D and innovation • Increased sales of existing products and services • Increased security of production [F only] • Increased value chain transparency • Reduced impact of product use on water resources [W only] • Shift in consumer preferences • Other products and services opportunity, please specify Reputational capital • Improved community relations • Improved ratings by sustainability/ESG indexes • Reputational benefits resulting in increased demand for products/services • Strengthened social license to operate • Other reputational capital opportunity, please specify

Markets • Easier access to cheaper and/or more available credit • Expansion into new markets • Increased brand value • Improved supply chain engagement • Increased availability of products with reduced environmental impact [other than certified products] • Increased demand for certified and sustainable materials • Increased growth in the alternative protein market [F] • Stronger competitive advantage • Use of public sector incentives • Other markets opportunity, please specify	Resilience • Improved resilience to future regulatory changes • Improved staff retention • Increased resilience to impacts of climate change • Increased upstream value chain resilience • Participation in environmental collaborative industry frameworks, initiatives and/or commitments • Shift in business model • Other resilience opportunity, please specify Resource efficiency • Agricultural expansion in degraded land [F only] • Cost savings • Increased efficiency of production and/or distribution processes] • Move to more energy/resource efficient buildings [CC only] • Reduced water usage and consumption [CC, W only] • Regenerative production [F, W only] • Use of more efficient modes of transport [CC only] • Use of recycling • Water recovery from sewage treatment [W only] • Use of new technologies • Other resource efficiency opportunity, please specify Other, please specify • Other opportunity, please specify

Primary financial effect of the opportunity (column 10)
• Reduced direct costs • Reduced indirect (operating) costs • Increased revenues resulting from increased demand for products and services • Increased revenues through access to new and emerging markets • Increased revenues resulting from increased production capacity • Increased revenue resulting from price premiums • Increased revenue resulting from direct payments from downstream companies • Increased access to capital • Increased access to capital at lower/more favorable rates • Increased value of fixed assets • Increased diversification of financial assets • Returns on investment in low-emission technology • Other, please specify

Requested content	General • Opportunities reported should include those which either have had or are anticipated to have substantive effect on your strategy, business activities, value chain, financial position (e.g. assets and liabilities), financial performance (e.g., revenue or expenditure) and cash flows.

	• If an opportunity relates to multiple environmental issues (e.g. climate change and water), repeat the opportunity in a row for each relevant environmental issue and use the same opportunity identifier (column 2) across these rows. Opportunity identifier (column 2) • Select a unique identifier to identify the opportunity in subsequent questions, if required, and to track the status of the opportunity in subsequent reporting years. Use the same identifier in subsequent years for the same opportunity. For any new opportunities you are adding, always use a new identifier that you have not used previously. • If the opportunity relates to multiple environmental issues, use the same identifier in each row referring to the opportunity. E.g. Use the same identifier in Forest and Climate change rows to report a sustainability linked loan that references low-emissions and deforestation/conversion free product targets. Commodity (column 3) • This column only appears for the "Forests" row. • If the opportunity does not relate to any commodity, select "Not applicable". Opportunity type and primary source (column 4) • Select an option from the drop-down menu that best describes the type of the identified opportunity: o Resource efficiency – opportunities related to improving resource efficiency across production and distribution processes, buildings, machinery/appliances, and transport/mobility. o Energy source - opportunities related to shifting energy usage toward low emission energy sources. o Resilience – opportunities related to the development of adaptive capacity to respond to and develop with change and uncertainty [adapted from TNFD, 2023]. They may be especially relevant for organizations with long-lived fixed assets or extensive supply or distribution networks; those that depend critically on utility and infrastructure networks or natural resources in their value chain; and those that may require longer-term financing and investment. o Markets – opportunities in new markets or types of assets that may help organizations to diversify their activities and better position themselves for the transition to a lower-carbon and nature positive economy including consumer demands consumer and investor sentiment and stakeholder dynamics [adapted from TNFD]. o Products and services - opportunities related to innovation and development of new products and services that protect, manage or restore nature [adapted from TNFD] o Reputational capital - Changes in perception concerning a company's actual or perceived nature impacts, including the consequent impacts on society and engagement of stakeholders [TNFD, 2023]. o Capital flow and financing - Access to All requesters, improved financing terms or financial products connected to the management of nature-related dependencies, impacts, risks and opportunities [TNFD, 2023]. Value chain stage where the opportunity occurs (column 5) • Refer to the "Explanation of Terms" section for definitions of value chain stages. Organization-specific description (column 8)

	• Provide further context on the opportunity driver, including more detail on the exact nature, location, and/or regulation of the effect concerned, as well as any notable geographic/regional examples. • Include information on how the opportunity links to any of the organization's risks, as reported in 16.1.1. • Include organization-specific detail, such as references to activities, programs, products, services, methodologies, or operating locations specific to your organization's business or operations. Primary potential financial effect of the opportunity (current or anticipated) (column 9) • This column refers to the potential financial effect that the opportunity could have on your organization. The financial effect of environmental opportunities on organizations are not always clear or direct, and for many organizations there might be more than one financial impact associated with an environmental opportunity. Magnitude (column 12) • The magnitude describes the extent to which the effect, if it occurred, would affect your business. This should consider the business as a whole and therefore the magnitude can reflect both the opportunity and the extent to which it applies throughout the organization. • An assessment of the 'magnitude' of the potential financial benefit arising from an absolute value will vary in scale and metric from organization to organization so it is not possible for CDP to accurately define the terms for magnitude. For example, two organizations may report a potential financial effect figure of $500,000. For organization A this could represent a 1% increase in profits, but a 15% increase in revenue for organization B. Therefore, organizations are asked to determine magnitude on a qualitative 5-point scale from High to Low. • Factors to consider include: o The proportion of business units affected; o The size of the impact on those business units; and o The potential for shareholder or customer response. • If the financial effect has not been assessed by your organization, select "Unknown".
Requested content – [sector] only (if applicable)	Note for electric utility sector organizations: • Consider: o Opportunities that may arise from emissions trading; o The opportunities that national or international targets on energy efficiency and demand management might present for your organization e.g. revenue implications from energy services business units; o Your organization's views on any opportunities that may result from policies on renewable energy or low emissions technologies e.g. current or planned investments in these areas; and o The extent to which you receive financial incentives to reduce the electricity use of customers. Note for agricultural sector organizations: • Agricultural organizations should report on opportunities that the revenue associated with the agricultural/forestry, processing/manufacturing and/or distribution of raw materials and goods. For example, opportunities might arise from: o Increased efficiency by reducing energy use during the production of raw materials and/or the manufacture of food, beverage and other goods; o Reduced costs due to carbon payments by adopting practices or technology to reduce carbon footprint;

	o Government of private financial incentives for adoption low impact agriculture/forestry. Note for financial services companies: • Consider opportunities associated with financial products and services such as green and blue bonds, sustainable infrastructure, sustainable loans/mortgages, sustainable insurance products, financial products and services ensuring resiliency, specialty environmental risk advisory services and others, or opportunities your clients/investees are exploiting that have a positive impact on your portfolio (e.g. clients reducing costs through water efficiency resulting in less credit risk) • You should consider providing a description of your opportunities by sector and/or geography, as appropriate. Note for capital goods sector organizations: • In line with the TCFD's recommendations, organizations in this sector should consider opportunities for products or services that improve efficiency, reduce energy use and support closed-loop product solutions.
Explanation of terms	• Access to capital: cash flows from sources other than an organization's sales and other revenues. It includes cash infusions from investors or securing lines of credit with banks and other lenders. • Agricultural expansion in degraded land: is the expansion of agricultural activities such as soy, palm oil, and timber production into degraded lands (e.g. unproductive pasture for cattle ranching), with the objective of avoiding the need of converting forests and/or other natural ecosystems. • Alternative protein: a general term that covers plant-based and food-technology alternatives to animal protein (FAIRR). • Climate change adaption: The process of adjustment to actual and expected climate change and its impacts. • Direct costs: also known as "costs of goods or services sold". These expenses can be attributed to the manufacture of a particular product or the provision of a particular service. • Downstream value chain: the activities, sites, resources, relationships, and stakeholders which receive products and/or services from your organization. The downstream value chain varies depending on the nature of the business but may include customers, distributors, logistics providers, and packaging suppliers (Adapted from ESRS, 2023). • Environmental Reserve Quotas or CRA (Brazil only): a Brazilian offsetting mechanism that allows landowners with a deficit of the minimum forest cover requirement to purchase surplus compliance obligations from other landowners, according to the Brazilian Forest Code. Each CRA relates to one hectare of surplus vegetation (WWF, 2015). • Forestry fund: general term used for financial mechanisms designed to support the conservation and sustainable use of forests, by investing in sustainable forestry practices. • Green bonds: are bonds where the proceeds are allocated to environmental projects. • Increased availability of products with reduced environmental impact (other than certified products): the availability of supply from agricultural production that is not necessarily certified and has reduced environmental impact compared to usual practices. This includes practices such as, Integrated Crop-Livestock-Forest (ICLF) systems, cattle intensification, and organic production. • Indirect costs: the essential expenses incurred to maintain the business including wages, rent, transport, energy (electricity, fuel, etc.), maintenance, and so on. These expenses cannot be attributed to the manufacture of a particular product or the provision of a particular service - they are standard costs that apply regardless of the volume of goods produced.

	• Letters of Credit (LCs): under documentary trade finance, a Letter of Credit (LC) is provided for each individual shipment. At the request of the buyer, a bank issues an LC to the assure the suppliers of payment for their shipment (CPSL, 2014). • Likelihood: the terms used to describe likelihood are taken from the Intergovernmental Panel on Climate Change's (IPCC) 2013 reports. They are associated with probabilities, indicating the percentage likelihood of the event occurring. It is not necessary for respondents to have calculated probabilities for the risks they are considering, however they can give an indication as to the meaning of the terms: o Virtually certain: 99–100% probability; o Very likely: 90–100%; o Likely: 66–100%; o More likely than not: >50–100%; o About as likely as not: 33–66%; o Unlikely: 0–33%; o Very unlikely: 0-10%; o Exceptionally unlikely: 0–1%. • Low carbon agriculture: actions to reduce the greenhouse gas emissions from agriculture. • Nature-based Solutions: actions to protect, conserve, restore, sustainably use and manage natural or modified terrestrial, freshwater, coastal and marine ecosystems, which address social, economic and environmental challenges effectively and adaptively, while simultaneously providing human well-being, ecosystem services and resilience and biodiversity benefits (UNEA-5). • Price premium: is where higher prices for sustainable agricultural products are paid due to an agreement among stakeholders in the value chain, to pay higher prices for production that is free from deforestation and that follows other environmental and social criteria. • REDD+: is an approach to reducing emissions from deforestation and forest degradation. It creates incentives for countries and communities to engage in the sustainable management of forests, conservation of forests and the enhancement of forest carbon stocks (UNFCCC, 2022). • Regenerative Production: a range of approaches used to manage agroecosystems that provide food and materials – be it through agriculture, aquaculture or forestry etc. — in ways that create positive outcomes for nature. These outcomes include, but are not limited to, healthy soils, improved air and water quality, and higher levels of carbon sequestration. They can be achieved through a variety of context-dependent practices and can together help regenerate degraded ecosystems and build resilience on farms and in surrounding landscapes. Farmers may draw on several different schools of thought, such as regenerative agriculture, restorative aquaculture, agroecology, organic, permaculture, agroforestry, and conservation agriculture, to help them apply the most appropriate set of practices to drive regenerative outcomes in their managed agroecosystems (Adapted from EMF). • Revenue: gross income arising from the operations of an organization over a period of time. • Upstream value chain: (also referred to as 'supply chain') the activities, sites, resources, relationships, and stakeholders that provide products and/or services to your organization. This typically involves activities early in the value chain, such as production or development. The upstream value chain varies depending on the nature of the business but may include raw material, component, or equipment suppliers (Adapted from ESRS, 2023).

Tags		
Authority Type	All requesters	
Environmental Issue (Theme)	Question level	All
Questionnaire Sector	Question level	All

Module 17: SME Governance

Module Overview	This module requests information on the highest positions or committees with responsibility for environmental issues and environmental policies in your organization. Implementation of appropriate governance structures and development of environmental policies are key tools, which serve as a foundation to drive action while ensuring accountability. Disclosure of these areas allows organizations to demonstrate their approach and commitment to environmental issues, and highlight the importance of environmental issues to the organization.

Environmental Responsibility

(17.1) Is there responsibility for environmental issues within your organization?

Question details	
Change from last year	No change
Alignment with full questionnaire	Modified question (4.3)
Rationale	This question provides an indication of your level of commitment to highlighting the importance of environmental issues in your organization. Assigning executive or management-level responsibility indicates that the organization is committed to implementing its environmental policy.
Ambition	The organization has senior management responsibility for the assessment and management of environmental risks and opportunities.
Response options	Please complete the following table:

0	1
Environmental issue	Responsibility for this environmental issue
Climate change	Select from: • Yes • No, but we plan to within the next two years • No, and we do not plan to within the next two years
Forests	
Water	

[Fixed row]

Requested content	General • Select "Yes" if positions or committees in your organization have responsibilities in any of the following areas related to environmental issues: o Managing risks and opportunities; o Setting and measuring progress towards policies, commitments, and targets; o Managing public policy and/or value chain engagement; and o Setting and implementing strategy and managing financial planning.

Tags		
Authority Type	All requesters	
Environmental Issue (Theme)	Question level	All
Questionnaire Sector	Question level	All

(17.1.1) Provide the highest positions or committees with responsibility for environmental issues (do not include the names of individuals).

Question details	
Question dependencies	This question only appears if you select "Yes" in response to column 1 "Responsibility for this environmental issue" of 17.1.

Change from last year	No change
Alignment with full questionnaire	Modified question (4.3.1)
Rationale	This question provides an indication of your level of commitment to highlighting the importance of environmental issues in your organization. Assigning executive or management-level responsibility indicates that the organization is committed to implementing its environmental policy.

Ambition	• The organization has senior management responsibility for the assessment and management of environmental risks and opportunities.
	  o These responsibilities are assigned to a particular role.
	  o Senior management is informed about and monitors environmental issues, and the organization has a clear, transparent, and thorough process for doing so which includes whether, by whom, and how frequently management is informed.
	  o Senior management has a direct reporting line to the board and reports at least quarterly on environmental issues.
	• Senior management has responsibility for:
	  o Environmental policies and commitments
	  o Setting and measuring progress (through performance metric tracking) against environmental targets
	  o Dedicated controls and procedures for the management of environmental issues, in particular with relation to the implementation of strategy, financial planning, and risk management policies

Response options	Please complete the following table:

1	2	3	4	5	6
Environmental issue	Position of individual or committee with responsibility	Environmental responsibilities of this position	Who in the organization does this position report to	Frequency of reporting on environmental issues via this reporting line	Please explain
Climate change	Grouped option (single-select option; single-select group)	Grouped option (multi-select option; multi-select group)	Select from: • Reports to the board directly • Reports to executive leadership (CEO, CRO, CFO, COO, CSO, or equivalent) • Other, please specify	Select from: • More frequently than quarterly • Quarterly • Half-yearly • Annually • Less frequently than annually • As important matters arise	Text field [maximum 2,000 characters]
Forests					
Water					
Select from: • Climate change • Forests • Water					

[Fixed row, add row]

Position of individual or committee with responsibility (column 2)	
Executive level • Corporate executive team • Chief Executive Officer (CEO) • Chief Financial Officer (CFO) • Chief Operating Officer (COO) • Chief Procurement Officer (CPO)	Committee • Risk committee • Sustainability committee • Environmental, Social, Governance committee • Safety, Health, Environment and Quality committee • Corporate responsibility committee

• Chief Risks Officer (CRO) • Chief Sustainability Officer (CSO) • Chief Government Relations Officer (CGRO) • Chief Technology Officer (CTO) • Chief Compliance Officer (CCO) • Other C-Suite Officer, please specify • President • General Counsel	• Other committee, please specify Management level • Business unit manager • Energy manager • Environmental, Health, and Safety manager • Environment/Sustainability manager • Facility manager • Process operation manager • Procurement manager • Public affairs manager • Risk manager Other • Other position, please specify

Environmental responsibilities of this position (column 3)	
Risks and opportunities • Assessing future trends in environmental risks and opportunities • Assessing environmental risks and opportunities • Managing environmental risks and opportunities Policies, commitments, and targets • Setting corporate environmental policies and/or commitments • Monitoring compliance with corporate environmental policies and/or commitments • Setting corporate environmental targets • Measuring progress towards environmental corporate targets • Measuring progress towards environmental science-based targets	Engagement • Managing public policy engagement related to environmental issues • Managing value chain engagement related to environmental issues • Managing engagement in landscapes and/or jurisdictions • Managing supplier compliance with environmental requirements Strategy and financial planning • Conducting environmental scenario analysis • Developing a climate transition plan • Implementing a climate transition plan • Developing a business strategy which considers environmental issues • Implementing the business strategy related to environmental issues • Managing acquisitions, mergers, and divestitures related to environmental issues • Managing major capital and/or operational expenditures relating to environmental issues • Managing annual budgets related to environmental issues • Managing priorities related to innovation/low-environmental impact products or services (including R&D) • Managing environmental reporting, audit, and verification processes Other • Providing employee incentives related to environmental performance • Other, please specify

Requested content	General • If there is more than one senior position/committee with management-level responsibility for the environmental issue, provide details on the highest senior position or committee with management-level responsibility for environmental issues.

	• If you would like to describe more than one senior position/committee with responsibility for the environmental issue you may use the "Add Row" button. This is optional. In this case, ensure that the position/committee with the highest level of responsibility is in the top row of the table. • Note that this question asks about the position and not about the names of the staff holding these positions. Do not include the name of any individual or any other personal data in your response. Position of individual or committee with responsibility (column 2) • Select the best match for the position/committee in your organization, or select "Other position, please specify" or "Other committee, please specify". • The list includes senior positions that may sometimes but not always be at board level. Select one of those positions only if the individual has management responsibility for climate-related issues. Who in the organization does this position report to (column 4) • Select the option that represents the direct reporting line of the position of individual or committee with responsibility for environmental issues (i.e., the position with direct oversight of the individual or committee with responsibility). Frequency of reporting on this environmental issue (column 5) • Select the most regular frequency that the individual or committee reports via the reporting line specified in column 4 "Who in the organization does this position report to". For example, if the individual or committee reports quarterly but may also report in between these regular meetings as important matters arise, you should select 'Quarterly'. Please explain (column 6) • Provide a brief description of the organizational structure associated with the position/committee selected in column 2.
Explanation of terms	• Reporting lines: structures within organizations that establish/describe the lines of communication between employees and their supervisors.
Additional information	• Best practice is for an organization to have a formalized governance structure, including a management-level position or committee with responsibility regarding the governance, processes, controls, and procedures used to manage environmental impacts and risks and for a board of directors, or equivalent governing body (administrative, management, or supervisory body), to oversee aspects with regard to environmental matters. However, some organizations may not have a board or equivalent governing body due to their size. In this case, best practice is for a member of the organization to oversee aspects regarding environmental issues.

Tags		
Authority Type	All requesters	
Environmental Issue (Theme)	Question level	All
Questionnaire Sector	Question level	All

Environmental Policies

(17.2) Does your organization have an environmental policy that addresses environmental issues?

Question details	
Change from last year	No change

Alignment with full questionnaire	Modified question (4.6)
Rationale	An environmental policy is a key governance tool which serves as a foundation to drive action while ensuring accountability. Setting a corporate environmental policy for environmental issues indicates that the organization understands their importance and recognizes its responsibility in taking environmental action. Therefore, data users wish to know that organizations have articulated and documented a policy that acknowledges the organization's risks and opportunities associated with environmental issues, and have clear intentions and direction for action. For accountability to the organization's stakeholders, the policy should be publicly available.
Ambition	The organization has publicly available policies which address environmental risks and opportunities related to the organization and its value chain.
Response options	Please complete the following table:

1	2
Does your organization have any environmental policies?	Primary reason for not having a environmental policy
Select from: • Yes • No, but we plan to within the next two years • No, and we do not plan to within the next two years	Select from: • Lack of internal resources, capabilities, or expertise (e.g., due to organization size) • No standardized procedure • Not an immediate strategic priority • Judged to be unimportant or not relevant • Other, please specify

[Fixed row]

Requested content	Does your organization have any environmental policies? (column 1) • Select "Yes" if your organization addresses environmental issues anywhere within your policy framework. It may be a stand-alone policy document (regardless of the title), or another equivalent document or set of documents that includes policies that address environmental issues relevant to your organization. For example, some organizations may have an overarching 'environmental' or 'sustainability policy', while others may have policies specific to particular environmental issues, e.g., 'climate policy'. • An example of an environmental policy is documenting guidelines for improving energy efficiency within your operations, such as upgrading equipment or encouraging energy-saving practices in the workplace.
Explanation of terms	• Environmental policy: a statement or framework of statements which outlines and communicates the intentions and direction of an organization related to environmental performance, as formally expressed by senior management (adapted from ISO 14001:2015)
Additional information	• SMEs may have few (or no) policies formalised in written documents. However, best practice is for an organization to have publicly available policies that address the environmental risks and opportunities related to the organization and its upstream/downstream value chain.

Tags		
Authority Type	All requesters	
Environmental Issue (Theme)	Question level	All
Questionnaire Sector	Question level	All

(17.2.1) Provide details of your environmental policies.

Question details	
Question dependencies	This question only appears if you select "Yes" in response to column 1 "Does your organization have any environmental policies?" of 17.2.

Change from last year	No change
Alignment with full questionnaire	Modified question (4.6.1)
Rationale	An environmental policy is a key governance tool which serves as a foundation to drive environmental action while ensuring accountability. This question informs data users about the organization's commitments regarding environmental issues by providing an insight into its level of awareness of those issues and demonstrating the robustness of actions outlined in the policy.
Ambition	• The organization has publicly available policies which address environmental risks and opportunities related to the organization and its value chain. • The policies apply organization-wide, and to its value chain where relevant.
Response options	Please complete the following table. You are able to add rows by using the "Add Row" button at the bottom of the table.

1	2	3	4	5
Environmental issues covered	Level of coverage	Value chain stages covered	Explain the coverage	Environmental policy content
Select all that apply: • Climate change • Forests • Water	Select from: • Organization-wide • Selected facilities, businesses or geographies only • Selected products only • Selected commodities only	Select all that apply: • Direct operations (our own organization) • Upstream activities (suppliers) • Downstream activities (distributors or customers)	Text field [maximum 1,500 characters]	Grouped options (multi-select group; multi-select option) from dropdown list below

[Add row]

Environmental policy content (column 5)	
Environmental commitments • Commitment to comply with regulations and mandatory standards • Commitment to take environmental action beyond regulatory compliance • Commitment to engage in integrated, multi-stakeholder landscape (including river basin) initiatives to promote shared sustainability goals [F and W only] • Commitment to stakeholder engagement and capacity building on environmental issues • Other environmental commitment, please specify Climate-specific commitments • Commitment to 100% renewable energy [CC only] • Commitment to net-zero emissions [CC only] • Commitment to not invest in fossil-fuel expansion [CC only] • Other climate-related commitment, please specify [CC only] Forests-specific commitments • Commitment to best management practices for soils and peat [F only] • Commitment to no-conversion of natural ecosystems by target date, please specify [F only] • Commitment to no-deforestation by target date, please specify [F only] • Other forests-related commitment, please specify [F only]	Water-specific commitments • Commitment to reduce or phase out hazardous substances [W only] • Commitment to control/reduce/eliminate water pollution [W only] • Commitment to reduce water consumption volumes [W only] • Commitment to reduce water withdrawal volumes [W only] • Commitment to safely managed WASH in local communities [W only] • Commitment to water stewardship and/or collective action [W only] • Other water-related commitment, please specify [W only] Social commitments • Adoption of the UN International Labour Organization principles • Commitment to promote gender equality and women's empowerment • Commitment to respect and protect the customary rights to land, resources, and territory of Indigenous Peoples and Local Communities • Commitment to respect internationally recognized human rights • Commitment to secure Free, Prior, and Informed Consent (FPIC) of indigenous people and local communities • Other social commitment, please specify Additional references/Descriptions • Description of commodities covered by the policy [F only] • Description of environmental requirements for procurement

	• Description of grievance/whistleblower mechanism to monitor non-compliance with the environmental policy and raise/address/escalate any other greenwashing concerns • Description of renewable electricity procurement practices [CC only] • Reference to timebound environmental milestones and targets • Other, additional references/descriptions please specify

Requested content	General • If you have no stand-alone environmental policy, provide details on your equivalent policy documents that include the directions and goals regarding your environmental performance. • If you have set targets related to any of the commitments selected in column 5 “Environmental policy content”, you should report the target’s details it in the corresponding Targets questions in the ‘Environmental Performance’ modules. Level of coverage (column 2) • Select “Organization-wide” if the level of coverage applies to your entire organization, e.g., if the policy is applied at the corporate level rather than a geographical or facility level. • If the level of coverage does not apply to your entire organization, choose another option and provide more details and an explanation in column 4 “Explain the coverage”. o For example, select “Selected products only” if your organization’s policy contains a “Commitment to comply with regulations and mandatory standards” for a single product that your organization produces or sources. Value chain stages covered (column 3) • Indicate the stages of the value chain covered in the content of your policy, e.g., whether the content dropdowns selected in column 5 “Environmental policy content” extend to stages of the value chain beyond your direct operations. • This is different from column 2 “Level of coverage”, as the former refers to the scope of the policy, while this column requests information on whether the contents of the policy, i.e. commitments, only address your direct operations or also other parts of your value chain. For example, an organization could have an organization-wide policy whose content only relates to direct operations and a country-specific environmental policy whose commitments extend to upstream value chain activities (i.e., their suppliers). • If some response options in column 5 “Environmental policy content” only apply to a particular value chain stage, add rows as applicable; e.g., if you have one organization-wide policy but different commitments apply to different stages of your value chain. Explain the coverage (column 4) • Briefly describe the coverage of your environmental policy and provide reasons. • Indicate whether there are exclusions to the coverage of your policy e.g., geographical areas, business activities etc. If there are exclusions, provide the reasons.
Explanation of terms	• Commitment: a statement that specifies an environmental action that the organization intends to take regarding its management of or performance on environmental issues across its activities and business relationships. As good practice, commitments should be publicly available. Commitments are distinct from targets or operational procedures (e.g., sourcing codes, supplier requirements, and standard operating procedures) by which organizations may operationalize their commitments or sustainability initiatives (adapted from AFi, 2024).

Tags		
Authority Type	All requesters	
Environmental Issue (Theme)	Question level	All
Questionnaire Sector	Question level	All

Module 18: SME Business Strategy

Module Overview	This module requests information on the effects of risks and opportunities on financial and strategic planning, transition plans (a tool for organizations to understand strategic implications of environmental risks and opportunities), and engagement with suppliers, customers, and other stakeholders on environmental issues. The module also contains questions on collaborative opportunities, shown only to organizations responding to a request from a CDP Supply Chain member. There is strong evidence that companies who integrate environment-related decisions and initiatives in their organization-wide strategy are more likely to be able to take meaningful action and meet their environment-related targets. As such, CDP data users are interested in organizations' forward-looking strategies, financial decisions, and corporate responsibilities related to the environment. CDP recognizes that integrating environmental issues into business strategy is a journey for small and medium-sized enterprises. Disclosure of these areas allows organizations to demonstrate whether they have considered and acted upon integrating environmental issues at a strategic level for the business, rather than solely at the operational level. It also allows organizations to highlight how they engage with other stakeholders to share learnings, build expertise, enhance risk management, and drive action to address environmental impacts.
Disclosure note	Transition planning disclosure was piloted by CDP in the Assessing Low-Carbon Transition (ACT) initiative in 2016. Further information on transition planning can be found in the CDP Climate Transition Plan Technical note. Responses given in this module should be relevant to the reporting period, even if revisions have been made to your strategy between the reporting period and the time of submission of your CDP response.

Effects of Risks and Opportunities on Strategy and Financial Planning

(18.1) Have risks and opportunities created by environmental issues influenced your strategy and/or financial planning?

Question details	
Question dependencies	This question only appears if any "Yes" option is selected in column 1 of 16.1 or 16.3.
Change from last year	No change
Alignment with full questionnaire	Minor change (5.3)
Rationale	This question allows organizations to indicate whether they have considered and acted upon environmental issues at a strategic level for the business, rather than solely at the operational level. There is strong evidence that companies who integrate climate-related decisions and initiatives in the company-wide strategy are more likely to be able to take meaningful action and meet their climate-related targets. Environmental risks, such as new regulations or potential scarcity of key resources required for production due to environmental factors, can impact both organizational strategy and financial planning. Coping with these challenges may require strategic revisions, such as aligning with regulatory requirements and diversifying suppliers. Adjustments in financial planning, like allocating resources for compliance and investing in new technologies or alternative resources, may also be necessary. On the other hand, environmental opportunities can positively influence both organizational strategy and financial planning. For example, recognizing a shift in consumer preferences towards environmentally sustainable products may prompt a strategic decision to develop eco-friendly products. Additionally, engaging in environmental initiatives and enhancing brand reputation align with the growing interest in Environmental, Social, and Governance (ESG) investing. From a financial perspective, seizing opportunities such as adopting energy-efficient technologies or transitioning to cost-effective renewable energy sources can result in reduced operational costs.
Ambition	The organization considers environmental dependencies, impacts, risks, and opportunities, and their interdependencies, in its decision-making, financial planning, and when developing its strategy and transition plan where relevant.
Response options	Please complete the following table.

1	2	3
Environmental risks and/or opportunities have affected your strategy and/or financial planning	Primary reason why environmental risks and opportunities have not affected your strategy and/or financial planning	Explain why environmental risks and/or opportunities have not affected your strategy and/or financial planning
Select from: • Yes, strategy only • Yes, financial planning only • Yes, both strategy and financial planning • We plan to evaluate the potential effect of environmental risks and opportunities on our strategy and financial planning within the next two years	Select from: • Lack of internal resources, capabilities, or expertise (e.g., due to organization size) • No standardized procedure • Not an immediate strategic priority • Judged to be unimportant or not relevant • Other, please specify	Text field [maximum 2,500 characters]

• We do not plan to evaluate the potential effect of risk and opportunities on our strategy and financial planning within the next two years • No		

[Fixed row]

Requested content	General
	• If you are a parent company of a group, note that this question asks about the group strategy and financial planning – meaning your organization (as defined in 14.5). If you wish, you can comment on divisional (business unit) strategies and planning in 18.1.1.
	• If you are responding to a request from a Supply Chain member, include information specific to your requesting member, i.e. relevant business units.
	• If risks and/or opportunities have affected your organization's climate transition plan, include these details as part of your strategy.
	• The risks and opportunities referred to in this question should correspond to the risks and opportunities your organization reported in 16.1.1 and 16.3.1.
	
	Environmental risks and/or opportunities have affected your strategy and/or financial planning (column 1)
	• Only select "We plan to evaluate the potential effect of environmental risks and opportunities on our strategy and financial planning within the next two years" if this is relevant for both your strategy and financial planning. For example, if risks have affected your strategy but not your financial planning but you are planning to address the effect of risks and opportunities on your financial planning within the next two years still select "Yes, strategy only".
	• If your strategy and/or financial planning has been affected by either risks or opportunities, but not both, still select a "Yes…" response. For example, if your organization's strategy has been influenced by risks, but not opportunities, select "Yes, strategy only" and provide further details in 18.1.1.
	• Select "No" if your organization's strategy and financial planning has not been affected by your risks and/or opportunities.
	• Companies in the financial services sector should select a "Yes…" response for example when one of the following considerations has affected your strategy and/or financial planning:
	    o The need to understand how environmental risks and opportunities will impact your client/investee relationships, financial products and/or services; and/or
	    o The need to provide financial flows to capitalize on opportunities presented by the transition to a net-zero and nature-positive future.
	
	Explain why environmental risks and/or opportunities have not affected your strategy and/or financial planning (column 3)
	• This column is only presented if any option except "Yes, both strategy and financial planning" is selected in column 1 "Environmental risks and/or opportunities have affected your strategy and/or financial planning".
	• If you selected either "Yes, strategy only" or "Yes, financial planning only" in column 1 "Environmental risks and/or opportunities have affected your strategy and/or financial planning" provide details as to why either your strategy or financial planning has not been affected by your risks and/or opportunities.
	• If you selected "We have not evaluated whether environmental risks and opportunities have affected our strategy and financial planning, but plan to do so within the next two years" in column 1 "Environmental risks and/or opportunities have affected your strategy and/or financial planning", provide details of these plans.
	• If you selected "No" in column 1 "Environmental risks and/or opportunities have affected your strategy and/or financial planning", provide details of your process and the reasons why your

	organization concluded that environmental issues need not affect its strategy and/or financial planning.
Explanation of terms	• Downstream value chain: the activities, sites, resources, relationships, and stakeholders which receive products and/or services from your organization. The downstream value chain varies depending on the nature of the business but may include customers, distributors, logistics providers, and packaging suppliers (Adapted from ESRS, 2023). • Financial planning: in line with TCFD recommendations, refers to an organization's consideration of how it will achieve and fund its objectives and strategic goals. The process of financial planning allows organizations to assess future financial positions and determine how resources can be utilized in pursuit of short- and long-term objectives. As part of financial planning, organizations often create "financial plans" that outline the specific actions, assets, and resources (including capital) necessary to achieve these objectives over a 1- 5 year period. However, financial planning is broader than the development of a financial plan as it includes long-term capital allocation and other considerations that may extend beyond the typical 3-5 year financial plan (e.g., investment, research and development, manufacturing, and markets). (TCFD, 2017). • Research and Development (R&D): refers to the activities companies undertake to innovate and introduce new products and services. It is often the first stage in the development process. Investment in R&D is a type of expense associated with the research and development of a company's goods or services • Strategy: an organization's desired future state. An organization's strategy establishes a foundation against which it can monitor and measure its progress in reaching that desired state. Strategy formulation generally involves establishing the purpose and scope of the organization's activities and the nature of its businesses, taking into account the risks and opportunities it faces and the environment in which it operates. (TCFD, 2017). • Upstream value chain: (also referred to as 'supply chain') the activities, sites, resources, relationships, and stakeholders that provide products and/or services to your organization. This typically involves activities early in the value chain, such as production or development. The upstream value chain varies depending on the nature of the business but may include raw material, component, or equipment suppliers (Adapted from ESRS, 2023). • Value chain: the entire sequence of upstream and downstream activities, sites, resources, and relationships associated with the reporting organization's operations, starting with the raw materials, and extending through end-of-life management, aimed at providing or receiving value from an organization's products and services either within, upstream, or downstream of direct operations (adapted from GHG, 2013; ESRS, 2023; SBTN, 2023)

Tags		
Authority Type	All requesters	
Environmental Issue (Theme)	Question level	All
Questionnaire Sector	Question level	All

(18.1.1) Describe where and how risks and opportunities created by environmental issues have influenced your strategy and/or financial planning?

Question details	
Question dependencies	This question only appears if you select "Yes, strategy only", "Yes, financial planning only", or "Yes, both strategy and financial planning" in response to column "Environmental risks & opportunities have influenced our strategy and/or financial planning" of 18.1.
Change from last year	Modified guidance
Alignment with full questionnaire	Modified question (5.3.1, 5.3.2)
Rationale	Through this question, data users seek to understand where the identified environmental risks and opportunities have affected your organization's strategy and/or financial position and

	performance, both now and in the future. Your response to this question may be used to inform expectations about the future performance of your organization and how resilient your strategy and/or financial position and performance is to environmental risks and opportunities.
Ambition	• The organization considers environmental dependencies, impacts, risks, and opportunities, and their interdependencies, in its decision-making, financial planning, and when developing its strategy and transition plan where relevant. • The organization adapts its decision-making, financial planning, strategy, and transition plan in response to environmental impacts, risks, and opportunities, across its direct operations and the value chain. • The organization analyzes and discloses how its financial position, financial performance, and cash flows changed over the reporting period and how it anticipates they will change in the short, medium, and long-term due to its investment and disposal plans and funding of strategies to respond to environmental risks and opportunities. This includes plans to finance and resource the meeting of environmental commitments and targets.
Response options	Please complete the following table. You are able to add rows by using the "Add Row" button at the bottom of the table.

1	2	3	4	5	6
Area influenced by environmental risks and/or opportunities	Business areas that have been affected	Financial planning elements that have been affected	Effect type	Environmental issues relevant to the risks and/or opportunities that have affected your strategy and/or financial planning in this area	Describe how environmental risks and/or opportunities have affected your strategy and/or financial planning in this area
Strategy	Select all that apply: • Products and services • Upstream/ downstream value chain • Investment in R&D • Operations	N/A	Select all that apply: • Risks • Opportunities	Select all that apply: • Climate change • Forests • Water	Text field [Maximum 2,500 characters]
Financial planning	N/A	Select all that apply: • Revenues • Direct costs • Indirect costs • Capital expenditures • Capital allocation • Acquisitions and divestments • Access to capital • Assets • Liabilities			

		• Other, please specify			
Select from: • Strategy • Financial planning					

[Fixed row, add row]

Requested content	General
	• The risks and opportunities referred to in this question should correspond to the substantive risks and opportunities your organization reported in 16.1.1 and 16.3.1.
	• If you are a parent company of a group, note that this question is intended to focus on the group business strategy and financial planning – meaning your organization (as defined in 14.5). However, if it is more appropriate, you may wish to comment on divisional (business unit) strategies and specify where this is the case.
	• If your strategy and financial planning has been affected by risks and/or opportunities differently across the environmental issues considered, add a row and explain the difference in column 6 "Describe how environmental risks and/or opportunities have affected your strategy and/or financial planning in this area".
	    o For example, if forests-related risks have affected your operations strategy but both risks and opportunities relating to climate have affected your operations strategy, disclose this across separate rows.
	• If your risks and/or opportunities have affected your strategy relating to a business area or a financial planning element for the individual environmental issues differently, add a row for each.
	    o For example, if your climate-related and water-related risks have affected your operations differently, then disclose these in different rows. Whereas, if your climate-related and water-related risks impacted your operations in the same way, then disclose these in the same row.
	    o Or, if your climate-related and water-related risks have affected your capital expenditure differently, then disclose these in different rows. Whereas, if your climate-related and water-related risks impacted your capital expenditure in the same way, then disclose these in the same row.
	• If you are responding to a request from a Supply Chain member, include information specific to your requesting member, i.e. relevant business units.
	
	Business areas that have been affected (column 2)
	• This column is only presented if "Strategy" is selected in column 1 "Area influenced by environmental risks and/or opportunities".
	• See the Explanation of terms for more detail.
	
	Financial planning elements that have been affected (column 3)
	• This column is only presented if "Financial planning" is selected in column 1 "Area influenced by environmental risks and/or opportunities".
	• See the Explanation of terms for more detail.
	
	Environmental issues relevant to the risks and/or opportunities that have influenced your strategy in this area (column 5)
	• Response options will appear based on your selection in column 4 "Effect type", and column 1 "Environmental risks/opportunities identified" of 16.1 and 16.3.
	    o Example 1:
	        ▪ Substantive climate-related risks have been identified in 16.1,
	        ▪ "Risks" is selected in column "Effect type",

	▪ Therefore, option "Climate change" will appear. o Example 2: ▪ Substantive forest and water-related opportunities have been identified in 16.3, ▪ "Opportunities" is selected in column "Effect type", ▪ Therefore, options "Forests" and "Water" will appear. Describe how environmental risks and/or opportunities have affected your strategy in this area (column 6) • If "Strategy" is selected in column 1 "Area influenced by environmental risks and/or opportunities": • Use organization-specific examples to describe how the business area in column 2 was affected, including; o The risks and/or opportunities disclosed in 16.1.1 / 16.3.1 that have affected the business area and why the decision was taken (e.g. to avoid loss in revenue, to exploit new markets); o The time horizons over which your business strategy in this area has been affected by environmental risks and/or opportunities; o The most substantial decisions in this area that have been affected by risks and/or opportunities; and o How your organization makes and implements strategic decisions. For example, you may have decided to introduce a new product range or cease the manufacturing of a particular product, divest from a location, or increase capital expenditure on new technologies. You may use the mitigation hierarchy to detail these decisions and explain why this decision was taken. For example, to benefit from increased asset valuations; to exploit new markets; because of a projected lack of resource availability; or because of anticipated consumer behavior shifts. More details on the mitigation hierarchy can be found on p.38 of the TNFD recommendations o If relevant, details on how dependencies and impacts have affected your organization's strategy; • Include where in your organization's strategy risks and opportunities are concentrated (for example, geographical areas, facilities and type of assets). • Include current and anticipated changes to your organization's business model, including resource allocation, to address environment-related risks and opportunities (for example, these changes could include plans to manage or decommission carbon-, energy- or water-intensive operations; resource allocations resulting from demand or upstream value-chain changes; resource allocations arising from business development through capital expenditure or additional expenditure on research and development; and acquisitions or divestments). This may also include current and anticipated changes in policies or efforts to mitigate environmental risks, manage issues and/or contribute towards the goals and targets in the Kunming-Montreal Global Biodiversity Framework, Paris Agreement or Sustainable Development Goals. • Detail how your organization plans to achieve, if they have been set, any environment-related targets and, if relevant, targets you are required to meet by law or regulation. • For current and anticipated risks and opportunities include the: o Effects on your organization's business model and value chain; and o Responding direct and indirect adaptation and mitigation activities. • If "Financial planning" is selected in column 1 "Business areas that have been affected": • Describe how your organization's financial planning element(s) have been affected by environmental risks and/or opportunities. This may include: o How environmental risks and/or opportunities serve as an input into financial planning processes for the financial planning elements selected; o How your organization's resourcing, resource allocation and plans to resource, may change due to your organization's investment and disposal plans and funding of strategies to respond to environmental risks and/or opportunities; o A case study for at least one of the elements selected, including details of the risks or opportunities disclosed in 16.1.1 / 16.3.1 that have affected the financial planning

	element selected in column 3 "Financial planning elements that have been affected", and how.
	    o The time horizons over which your financial planning in this area has been affected by environmental risks and/or opportunities, using organization-specific examples where relevant.
	    o Details on how your organization plans to fund the strategies to achieve the environmental commitments and targets that you have set and any targets you are required to meet by law or regulation.

Requested content – [theme] (if applicable)	Note for climate change disclosers:
	• If you are planning to resource emissions reduction initiatives, detail how you are planning to do so in column 6 "Describe how environmental risks and/or opportunities have affected your strategy in this area".
	• If you are planning to disclose on your organization's climate transition plan in 18.2, provide details of how you plan to resource the different aspects of the climate transition plan in column 6 "Describe how environmental risks and/or opportunities have affected your strategy in this area".
	
	Note for forest disclosers:
	• Consider if the following issues have affected your strategy or financial planning:
	    o Eliminating or reducing deforestation and conversion of natural ecosystems from your direct operations and upstream value chain;
	    o Promoting ecosystem restoration and/or conservation in your direct operations and upstream value chain (e.g. to remedy past deforestation or conversion); and
	    o Increasing the sustainable production and/or consumption of commodities.
	• In column 6 "Describe how environmental risks and/or opportunities have affected your strategy in this area", specify whether your plans apply to all of your relevant commodities or to only a selection of them. If your plans do not apply to all your commodities, please provide your reasons here.

Requested content – [sector] (if applicable)	Note for organizations with coal reserves: • Organizations with coal reserves can refer to CDP Technical Note: Guidance for companies with coal reserves on how to disclose demand and stranded asset risk. Note for electric utility sector organizations: • Discuss any work to incorporate renewable energy, carbon capture & sequestration, cleaner coal technologies and energy storage into your strategy in column 6 "Describe how environmental risks and/or opportunities have affected your strategy in this area". Note for financial services organizations: • The environmental risks and/or opportunities to be considered in this question refer to lending, financial intermediary, investment and/or insurance underwriting activities of your organization, in addition to your operational activities. • When reporting on the effect of forests-related risks and opportunities, financial services companies should take account of potential changes to their portfolios' exposure to forests-related risks such as changing regulation and changing consumer tastes. • When reporting on the effect of water-related risks and opportunities, financial services companies should take account of potential changes to their portfolios' exposure to water-related risks such as drought, flood, water pollution, and increasing water prices • In column 6 "Describe how environmental risks and/or opportunities have affected your strategy in this area", specify if this includes making any public commitments, such as ensuring that all portfolios are free from commodity driven deforestation/conversion and any associated human rights risks, contributing to water security, or improving resilience to water-related events. Include target dates and which of your portfolios are covered by these commitments. • Asset managers/Asset owners:

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<ul style="list-style-type:none">

If “Upstream/downstream value chain” is selected in column 2 “Business areas that have been affected”, describe how environmental risks and/or opportunities are factored into your investment strategies and investee selection.
Describe how each product or investment strategy may be affected by the transition to a zero-carbon and nature-positive economy.
For members of the Net Zero Asset Manager initiative (NZAM) "Products and services" apply to creating investment products under NZAM Commitment 5, and "Upstream/downstream value chain" apply to investment strategy/ investing in technology/ engagement strategy under NZAM Commitment 3.
Where appropriate, describe how environmental risks and/or opportunities may affect the financial returns of relevant products or investment strategies.
Asset managers should also describe how each product or investment strategy might be affected by the transition to a lower-carbon economy.

Insurance organizations:

Describe the potential impacts of environmental risks and/or opportunities on your core businesses, products and services, including:
Information at the business division, sector, or geography levels.

Describe the potential financial impacts of environmental risks and opportunities on your core businesses, products and services. For example, you may do this by translating risk data into probability of default and/or exposure at default.
As asset owners, insurance companies should describe how environmental risks and opportunities may affect the financial returns of investment strategies. This could be described from the perspective of the total fund or investment strategy or individual investment strategies for various asset classes.
As asset owners, insurance organizations should describe how environmental risks and opportunities are factored into relevant investment strategies – in the business’ value chain and/or the financial returns of investment strategies. This could be described from the perspective of the total fund or investment strategy or individual investment strategies for various asset classes.

Note for transport OEMs sector organizations:

In column 6 “Describe how environmental risks and/or opportunities have affected your strategy in this area” discuss:

The impact on your strategy for your products at group level and, where relevant, for specific markets, including any related targets for GHG emissions performance (expressed as gCO2e/unit distance) and include a reference to any regulatory drivers and the baseline against which performance is measured.
Your transition into hybrid/fully electric vehicles and fuel cell technology, if relevant.

Note for oil & gas sector organizations:

In column 6 “Describe how environmental risks and/or opportunities have affected your strategy in this area” where possible, provide illustrative examples of the assumptions made in specific investment decisions.
You should also discuss - again if relevant - the diversification of your portfolio into lower-carbon and non-fossil fuel products (e.g., biofuels, renewable energy), and the strategy for development of carbon capture and sequestration technology, including technology areas of focus, and distinctive areas of strength your organization believes it holds. Also include any details of the impact on your value chain engagement strategy.
Provide the methodology used for the integration of future carbon prices into your hydrocarbon exploration strategy and investment decisions, with the assumptions used. Where possible, provide illustrative examples of the assumptions made in specific investment decisions.

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<tr><td>Explanation of terms</td><td>

Access to capital: cash flows from sources other than an organization’s sales and other revenues. It includes cash infusions from investors or securing lines of credit with banks and other lenders.

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	• Acquisition: obtaining ownership and control by one firm, in whole or in part, of another firm or business entity. • Assets: entities functioning as stores of value and over which ownership rights are enforced by institutional units, individually or collectively, and from which economic benefits may be derived by their owners by holding them, or using them, over a period of time (the economic benefits consist of primary incomes derived from the use of the asset and the value, including possible holding gains/losses, that could be realized by disposing of the asset or terminating it). • Capital allocation: refers to distributing and investing a company's financial resources in ways that will increase its efficiency, and maximize its profits. Some options for allocating capital could include returning cash to shareholders via dividends, repurchasing shares of stock, issuing a special dividend, or increasing a research and development (R&D) budget. Alternatively, the company may opt to invest in growth initiatives, which could include acquisitions and organic growth expenditures. • Capital expenditure: a measure of the value of purchases of fixed assets such as property, buildings, an industrial plant, technology, or equipment. CapEx is any type of expense that an organization capitalizes, or shows on its balance sheet as an investment, rather than on its income statement as an expenditure. • Direct costs: Also known as “costs of goods or services sold”. These expenses can be attributed to the manufacture of a particular product or the provision of a particular service. • Divestment: a process for selling assets for financial, environmental, political or social goals. In the progression to a low-carbon economy, organizations are recognizing climate-related transition and physical risks posed to minimize exposure to stranded assets (assets that have suffered unanticipated or premature write-downs, devaluations or conversion to liabilities). • Downstream value chain: the activities, sites, resources, relationships, and stakeholders which receive products and/or services from your organization. The downstream value chain varies depending on the nature of the business but may include customers, distributors, logistics providers, and packaging suppliers (adapted from ESRS, 2023). • Indirect costs: also known as 'operating cost' or 'overheads'. This generally refers to the essential expenses incurred in order to maintain the business including wages, rent, transport, energy (electricity, fuel, etc.), maintenance, and so on. These expenses cannot be attributed to the manufacture of a particular product or the provision of a particular service - they are standard costs that apply regardless of the volume of goods produced. • Liabilities: an obligation which requires one unit (the debtor) to make a payment or a series of payments to the other unit (the creditor) in certain circumstances specified in a contract between them. • Mitigation hierarchy: the sequence of actions to anticipate and avoid impacts on biodiversity and ecosystem services; and where avoidance is not possible, minimize; and, when impacts occur, rehabilitate or restore; and where significant residual impacts remain, offset (CSBI, 2015). • Research and Development (R&D): refers to the activities companies undertake to innovate and introduce new products and services. It is often the first stage in the development process. Investment in R&D is a type of expense associated with the research and development of a company's goods or services. • Revenue: gross income arising from the operations of an organization over a period of time. • Upstream value chain: (also referred to as ‘supply chain’) the activities, sites, resources, relationships, and stakeholders that provide products and/or services to your organization. This typically involves activities early in the value chain, such as production or development. The upstream value chain varies depending on the nature of the business but may include raw material, component, or equipment suppliers (adapted from ESRS, 2023). • Value chain: the entire sequence of upstream and downstream activities, sites, resources, and relationships associated with the reporting organization’s operations, starting with the raw materials, and extending through end-of-life management, aimed at providing or receiving value from an organization’s products and services either within, upstream, or downstream of direct operations (adapted from GHG, 2013; ESRS, 2023; SBTN, 2023).

Example response	See below

Area influenced by environmental risks and/or opportunities	Business areas that have been affected	Financial planning elements that have been affected	Effect type	Environmental issues relevant to the risks and/or opportunities that have affected your strategy and/or financial planning in this area	Describe how environmental risks and/or opportunities have affected your strategy and/or financial planning in this area
Strategy	• Products and services	N/A	• Risks • Opportunities	• Climate change • Forests • Water	Risks and opportunities related to the growing demand from customers for transparency, naturality, and food and drinks with low carbon footprint, (as reported in 16.1.1) have influenced our product-related strategy and product portfolio. In June 2019, our Board of Directors made a Global Transparency and Sustainability Pledge, committing to increasing the share of plant-based products in the portfolio, using more natural ingredients in our flagship brands such as Pantheon Peanut Butter, Red Rose Beetroot Paste, Gracious Hummus and increasing transparency on our packaging (e.g. disclosure of the presence of any synthetic or GMO ingredients on product labels). This gives consumers a greater variety of products and improved ability to choose them, while providing a high-quality product offering, benefiting the producers as well as preserving natural resources, promoting biodiversity, improving soil health and water quality, and reducing carbon emissions. We aim to have implemented changes to our products and packaging in line with the pledge by December 2020, prioritizing our consumer base in North America and Europe.
Financial planning	• N/A	• Capital expenditures	• Risks • Opportunities	• Climate change	In 2017 our organization introduced an internal price on carbon into our capital expenditures approval process, with the aim to redirect investments towards clean technologies, lower-carbon solutions, and renewable energy projects across our operations and supply chain. We conducted a benchmark study and decided to set the price at a relatively

					high level, 36€/tCO2e, to internalize the potential future cost of carbon in the long term. Returns on investments are assessed with the impact of the carbon implication. This enables management to arbitrate between different options and to choose the most virtuous and efficient ones in order to achieve our organization's strategic goals. This is a long-term measure, and the price will be periodically reviewed and updated. As a direct result of this implemented internal price on carbon we have approved a project of installing solar panels in our factories in Spain that will reduce our demand for purchased energy by 30% in the next 5 years.
• Strategy	• Operations	N/A	• Risks	• Climate change	National and sub-national jurisdictions that account for about half of the global economy now have carbon pricing systems (as disclosed in 16.1.1). This trend is on the rise and could result in increased operational costs for our company. For example, a carbon price of €32/ton would increase our operational costs to €25.1m in Europe. This has led to our Board's strategic decision to join RE100 and commit to transition to 100% renewable electricity by 2030, with an intermediary step of 40% by 2022. In 2019, 38 of our production sites in Europe ran on 100% renewable energy and we purchased 37% of our total electricity from renewable sources such as wind farms and hydropower plants (compared with 22% in 2018). As part of this strategy, all our new plants will have renewable power generation facilities on site.

Tags		
Authority Type	All requesters	
Environmental Issue (Theme)	Question level	All
Questionnaire Sector	Question level	All

Transition Plans

(18.2) Does your organization’s strategy include a climate transition plan?

Question details	
Change from last year	Modified guidance
Alignment with full questionnaire	Modified question (5.2)
Rationale	There is growing interest from investors, customers, and employees in how organizations plan on tackling the climate crisis and transitioning their business model to one that aligns with a net-zero future. Transitioning refers to taking actions that: align a business model with a world in which two key outcomes are pursued: (1) the global average temperature is allowed to rise by no more than 1.5°C above pre-industrial levels, (2) natural ecosystem health is restored; and enable a thriving economy that works for people and planet in the long term. A credible transition plan sets out how an organization will achieve such actions and serves as a mechanism for accountability and transparency with regard to progress made to mitigate climate change through organizational action. SMEs’ flexibility and capability to innovate makes them well placed and crucial for providing climate solutions that are key for building resilience to climate change and limiting the global temperature rise to 1.5°C. However, if SMEs do not take actions to transition their business model with a net-zero carbon economy, they risk facing competitive disadvantages and losing out on low carbon opportunities. Developing a climate transition plan provides certainty to data users that an organization is aligning to the long-term, global climate goals and that its business model will continue to be relevant in a net-zero carbon economy. Collecting feedback on the climate transition plan allows shareholders stakeholders to review and raise resolutions related to progress. This question provides transparency regarding an organization’s transition plans and associated feedback mechanisms.
Ambition	• The organization has a publicly available 1.5°C-aligned climate transition plan in place. • The organization discloses the key assumptions used in developing its transition plan and anything that the transition plan is reliant upon. • The transition plan has a well-defined feedback mechanism in place, where relevant stakeholders can provide input. For example, a shareholder vote at an organization's AGM. • The transition plan is developed in the context of a robust climate-related and, where relevant, other environmental dependencies, impacts, risk and opportunities assessment. The plan should demonstrate how the organization intends on managing climate-related dependencies and impacts whilst mitigating identified risks and realizing identified opportunities. • The transition plan is underpinned by credible science-based targets (i.e., 1.5C-aligned and net zero targets), and progress against these targets should be measured and disclosed. • The organization determines the decarbonization levers they plan to use and the plan outlines the mitigation and adaptation actions they need to take now and in the future to achieve the goals of the transition plan and meet the associated targets, both within their own operations and value chain (such as changes in products and services, changes in business model and engagement strategies). • The plan contains verifiable and quantifiable key performance indicators (KPIs) which measure the success of an organization’s climate transition and are tracked regularly. • The organization has developed a plan for how the actions needed to achieve the transition plan objectives will be resourced (i.e., where the investment for the implementation of the plan will come from), and any preconditions to this financing.

	• The organization leverages sustainable finance instruments, where possible. For example, an organization may use sustainable finance taxonomies to identify products and services they should invest in to achieve the transition plan objectives.
Response options	Please complete the following table.

1	2	3	4	5	6	7	8
Transition plan	Temperature alignment of transition plan	Publicly available climate transition plan	Mechanism by which feedback is collected from stakeholders on your climate transition plan	Frequency of feedback collection	Attach any relevant documents which detail your climate transition plan (optional)	Other environmental issues that your climate transition plan considers	Explain how the other environmental issues are considered in your climate transition plan
Select from: • Yes, we have a climate transition plan • No, but we are developing a climate transition plan within two years • No, and we do not plan to develop a climate transition plan within the next two years	Select from: • 1.5°C • Well-below 2°C aligned • 2°C aligned • Unspecified • Other, please specify	Select from: • Yes • No	Select from: • We have a feedback mechanism in place, please specify • We do not have a feedback mechanism in place, but we plan to introduce one within the next two years • We do not have a feedback mechanism in place, and we do not plan to introduce one within the next two years	Select from: • More frequently than annually • Annually • Less frequently than annually	[Functionality that allows for several attachments - 10 attachments]	Select all that apply: • Forests • Water • Other, please specify • No other environmental issue considered •	Text field [maximum 2,500 characters]

[Fixed row]

Requested content	Temperature alignment of transition plan (column 2) • This column only appears if you select “Yes, we have a climate transition plan” in column 1 “Transition plan”. • If your organization’s transition plan does not align to any of the options displayed or you do not know if your transition plan is aligned to the options, select “Other, please specify” and provide details. Publicly available climate transition plan (column 3) • This column is only presented if “Yes, we have a climate transition plan” is selected in column 1 “Transition plan”.

	Mechanism by which feedback is collected from shareholders on your climate transition plan (column 4)
	• This column is only presented if "Yes, we have a climate transition plan" is selected in column 1 "Transition plan".
	• If the plan is reviewed and updated regularly with a defined stakeholder feedback mechanism, select "We have a feedback mechanism in place, please specify" and make note of the type of feedback mechanism you have in place.
	    o If your organization has shareholders, note whether you hold Annual General Meetings (as defined in the Explanation of Terms) that include your climate transition plan as a standing item.
	    o If your organization does not have shareholders, note whether other feedback mechanisms are used such as, investor feedback, community engagement, supplier input, an employee feedback system or collaboration with government agencies or non-governmental organizations.
	
	Frequency of feedback collection (column 5)
	• This column is only presented if "We have a feedback mechanism in place, please specify" is selected in column 4 "Mechanism by which feedback is collected from stakeholders on your climate transition plan".
	
	Attach any relevant documents which detail your climate transition plan (optional) (column 6)
	• This column is only presented if "Yes, we have a climate transition plan" is selected in column 1 "Transition plan".
	• You may attach one or more documents which include your climate transition plan e.g., your annual report, your sustainability report, and/or a separate climate transition plan document.
	• Note that CDP considers a credible climate transition plan to be succinctly integrated into an organization's existing mainstream filings.
	
	Explain how the other environmental issues are considered in your climate transition (column 8)
	• An organization should disclose information on the interconnections between its climate transition plan and its targets and plans for other environmental issues. Provide examples of plans or actions taken that aim to address multiple environmental issues.

Explanation of terms	• Climate Transition plan: A climate transition plan is an encompassing instrument that helps organizations to align their climate ambitions. This alignment is achieved by establishing specific strategies and clear accountability mechanisms to track progress. Climate transition plan which aligns with a 1.5°C world: a time-bound action plan that clearly outlines how an organization will achieve its strategy to pivot its existing assets, operations, and entire business model towards a trajectory that aligns with the latest and most ambitious climate science recommendations, i.e., halving greenhouse gas (GHG) emissions by 2030 and reaching net-zero by 2050 at the latest, thereby limiting global warming to 1.5 degrees Celsius. Please refer to the CDP Climate Transition Plan technical note for more details. • Strategy: an organization's desired future state. An organization's strategy establishes a foundation against which it can monitor and measure its progress in reaching that desired state. Strategy formulation generally involves establishing the purpose and scope of the organization's activities and the nature of its businesses, taking into account the risks and opportunities it faces and the environment in which it operates (TCFD,2017). • Financial planning: an organization's consideration of how it will achieve and fund its objectives and strategic goals. The process of financial planning allows organizations to assess future financial positions and determine how resources can be utilized in pursuit of short- and long-term objectives. As part of financial planning, organizations often create "financial plans" that outline the specific actions, assets, and resources (including capital) necessary to achieve these objectives over a one-to-five-year period. However, financial planning is broader than the development of a financial plan as it includes long-term capital

	allocation and other considerations that may extend beyond the typical 3-5 year financial plan (e.g., investment, research and development, manufacturing, and markets) (TCFD, 2017). • Annual General Meeting (AGM): (also referred to as 'an annual shareholder meeting') a yearly gathering between the shareholders of a company and its board of directors. It is primarily held to enable shareholders to vote on company issues, including the selection of the company's board of directors. • Alignment with a 1.5°C world: refers to the Paris Agreement long-term temperature goal, as expressed in relevant IPCC reports, in particular the IPCC Sixth Assessment Report (AR6) and the IPCC Special Report on Global Warming of 1.5°C (SR1.5). According to the Science-based Targets initiative, aligning with a 1.5°C world currently means reducing Scope 1, 2 and 3 emissions to zero or close to zero and neutralizing any residual emissions by 2050 at the latest.

Additional information	• What is a transition plan?
	  ○ Organizations typically set emissions reduction targets, commit to monitoring their progress on climate action and reduce their exposure to climate related risks. A transition plan is a time-bound action plan that clearly outlines specific strategies and clear accountability mechanisms to track progress towards a trajectory that aligns with the latest and most ambitious climate science recommendations, i.e. halving greenhouse gas (GHG) emissions by 2030 and reaching net-zero by 2050 at the latest, limiting global warming to 1.5°C (List of Sustainability Definitions - CDP).
	• Why is 1.5°C important?
	  ○ 1.5°C is the target set by the 2015 Paris Agreement as the global average temperature compared with pre-industrial history. Scientists generally agree that global temperatures must be kept well below 2°C – ideally 1.5°C – to avoid the worst impacts of climate change (List of Sustainability Definitions - CDP).
	  ○ According to the Science-based Targets initiative, aligning with a 1.5°C world currently means reducing Scope 1, 2 and 3 emissions to zero or close to zero and neutralizing any residual emissions by 2050 at the latest.
	  ○ For more information, note that the IPCC (Intergovernmental Panel on Climate Change) is internationally regarded as the leading scientific authority on climate change and authors reports to advise on the impacts of, and solutions to, climate change. Reference the relevant IPCC reports, in particular the IPCC Sixth Assessment Report (AR6) and the IPCC Special Report on Global Warming of 1.5°C (SR1.5).
	• What is the Paris Agreement?
	  ○ The Paris Agreement is a legally binding international treaty on climate change, adopted at COP21 in Paris in 2015. Its goal is to limit global warming to well below 2°C, preferably to 1.5°C, compared to pre-industrial levels (List of Sustainability Definitions - CDP).
	• Why are climate transition plans important?
	  ○ Regulatory compliance: Climate transition plans enable organizations to navigate evolving regulations and policy changes, ensuring compliance and avoiding regulatory shocks
	  ○ Accountability and transparency: Climate transition plans enhance accountability and transparency by providing stakeholders with clear insights into an organization's climate strategies and actions.
	  ○ Investor and stakeholder engagement: Robust climate transition plans are essential for attracting investment and securing stakeholder support, as initiatives emphasize the importance of credible and ambitious net-zero strategies.
	  ○ Refer to the CDP Climate Transition Plan technical note (page 5) for more details on why climate transition plans and disclosure about them is important.
	• What should a credible transition plan include?
	  ○ Refer to the CDP Climate Transition Plan technical note for more details on transition plans, including principles and key elements to guide the preparation of a credible transition plan. Note that for SMEs and emerging markets certain elements of a climate transition plan may be more difficult to realise and disclose on. CDP has still

	attempted where possible to make the guiding principles and elements of climate transition plans as accessible to all.
	• What steps should my organization take to develop a transition plan and how can CDP help?
	  ○ Whilst your CDP response may act as evidence of a transition plan, it is not considered best practice as the elements of the plan are spread throughout the disclosure. To report that your organization has a publicly available transition plan, CDP recommends that it is succinctly integrated into existing mainstream filings, such as your annual report with a well-defined feedback mechanism and is reported as a standalone element of the disclosure.
	  ○ Fundamental steps for developing a climate transition plan, which are facilitated through disclosure of this questionnaire, include the following:
	    ▪ Identify and calculate your organization's scope 1, scope 2, and scope 3 GHG emissions (as reported in 20.4, 20.5 and 20.7).
	    ▪ Once your GHG emissions are known, set near term and long-term science-based targets, including a specific timeframe for achieving net zero targets (as reported in 20.16.1 and 20.16.2, and 20.16.3).
	    ▪ Identify and engage key stakeholders such as the Board, executive leaders, procurement teams, finance teams, energy and building teams, and manufacturing teams to be accountable for target achievement (as reported in 17.1).
	    ▪ Identify actions to reduce emissions required to meet targets (as reported in 20.17.1)
	    ▪ Identify your organization's climate risk and opportunities (as reported in 16.1.1 and 16.3.1).
	  ○ For additional guidelines for setting climate transition plans, taking action and disclosing results, reference the 1.5C Business Playbook, which is endorsed by the Exponential Roadmap Initiative, Race to Net Zero, and SME Climate Hub.

Tags		
Authority Type	All requesters	
Environmental Issue (Theme)	Question level	CC
Questionnaire Sector	Question level	All

Value Chain Engagement

(18.3) Do you engage with suppliers, customers, and other stakeholders within your value chain on environmental issues?

Question details	
Change from last year	Modified guidance
Alignment with full questionnaire	Modified question (5.11, 5.11.7, 5.11.9)
Rationale	Engaging with value chain stakeholders is essential for organizations to drive progress on environmental issues associated with their operations. A value chain encompasses the activities, resources, and relationships an organization uses and relies on to create its products or services from conception to delivery, consumption and end-of- life. Relevant activities, resources and relationships include: a) those in the organization's own operations, such as human resources; b) those along the organization's supply, marketing and distribution channels, such as materials and service sourcing and product and service sale and delivery; and c) the financing, geographical, geopolitical and regulatory environments in which the organization operates.

	As SMEs typically have fewer resources compared to larger corporations, engaging with value chain stakeholders can be especially valuable for sharing learnings, building expertise, enhancing risk management, and taking action to address environmental impacts. Examples of engagement include collaborating with suppliers to establish environmentally responsible sourcing of materials and educating customers on environmental sustainability and eco-friendly practices. Another example is joining industry networks on sustainability to share resources and discuss best practices and collaborative opportunities with other businesses. If you are not engaging with your value chain on environmental issues, CDP data users wish to know why you are not engaging in any way and what your plans are to do so in the future.
Ambition	The organization has a value chain engagement strategy for environmental issues and undertakes value chain engagement to positively impact its value chain stakeholders and the environment.
Response options	Please complete the following table:

0	1	2	3	4	5
Value chain stakeholder	Engaging with this stakeholder on environmental issues	Environmental issues covered	Primary reason for no engagement	Type of engagement	Details of engagement
Suppliers	Select from: • Yes • No, but we plan to within the next two years • No, and we do not plan to within the next two years	Select all that apply: • Climate change • Forests • Water	Select from: • We are producers, and do not have any commodity suppliers [Suppliers row only] • Lack of internal resources, capabilities, or expertise (e.g., due to organization size) • No standardized procedure • Not an immediate strategic priority • Judged to be unimportant or not relevant, explanation provided • Other, please specify	Select all that apply: • Capacity building • Financial incentives • Information collection • Innovation and collaboration • Education/ Information sharing • Other	Text field [maximum 2,500 characters]
Customers					
Investors and shareholders					
Other value chain stakeholders, please specify					

[Fixed row]

Requested content	General • “Other value chain stakeholders” can include but is not limited to, community organizations, non-governmental organizations, river basin organizations, government agencies, and employees.

	• Processors, traders, manufacturers, and retailers are encouraged to engage with their suppliers they directly contract with to ensure the sustainable production of raw materials and the alignment with your organization's policies and commitments.
	
	Engaging with this stakeholder on environmental issues (column 1)
	• Select 'Yes' if you engage on environmental issues with the stakeholder specified in each row. Engagement can include environmental information collection, contractual requirements, innovation and collaboration, incentivization, education programs, or other methods.
	  o For example when considering engagement with suppliers, does your organization engage with suppliers in case of poor performance, integrate environmental considerations into vendor selection and appraisal processes, or influence their actions regarding sustainable sourcing and production?
	
	Environmental issues covered (column 2)
	• This column is only presented if a 'Yes' response has been selected for a value chain stakeholder in column 1 "Engaging with this stakeholder on environmental issues".
	• Select all environmental issues that apply from the dropdown list.
	
	Primary reason for no engagement (column 3)
	• This column is only presented if a 'No' response has been selected for a value chain stakeholder in column 1 "Engaging with this stakeholder on environmental issues".
	
	Details of engagement (column 5)
	• This column is only presented if "Yes" is selected in column 1 "Engaging with this stakeholder on environmental issues".
	• Include any details that would help data users to understand the details of the engagement. For example:
	  o If you selected any option other than "No, and we do not plan to within the next two years" in column 1 "Engaging with this stakeholder on environmental issues" for the row "Other value chain stakeholders, please specify", provide detail on the type of value chain stakeholder your organization engages with.
	  o If you selected "Capacity building" in column 4 "Type of engagement", describe if this includes activities such as providing training, support and best practices on environmental topics.
	  o If you selected "Financial incentives" in column 4 "Type of engagement", describe if this includes activities such as providing financial incentives for environmental performance or progress.
	  o If you selected "Information collection" in column 4 "Type of engagement", describe if this includes activities such as collecting GHG emissions data or water quantity data (e.g., withdrawal and discharge volumes) at least annually from suppliers.
	  o If you selected "Innovation and collaboration" in column 4 "Type of engagement", describe if this includes activities such as investing jointly with suppliers in R&D of relevant low-carbon technologies, or collaborating on innovations to reduce environmental impacts in products and services.
	  o If you selected "Education/Information sharing" in column 4 "Type of engagement", describe if this includes activities such as sharing information about your products and environmental initiatives, or if you are working with stakeholders on understanding and measuring exposure to environmental risks.

Requested content – [sector] (if applicable)	Note for organizations in the financial services sector: • Consider your engagement activity with clients and investees to encourage better disclosure and practices around environmental issues. • Complete the "Other value chain stakeholders, please specify" row if your organization engages with other financial system actors e.g. credit rating agencies, auditors, or stock exchanges.
Explanation of terms	• Customer: an entity that purchases or acquires the products of another entity (i.e., a supplier). A customer may be a business customer or an end consumer (GHG Protocol, 2013).

	• Supplier: an entity upstream from the reporting organization that provides or sells raw materials, processed materials, finished products or services to the reporting organization (adapted from GHG Protocol, 2013; ESRS, 2023). • Value chain: the entire sequence of upstream and downstream activities, sites, resources, and relationships associated with the reporting organization's operations, starting with the raw materials and extending through end-of-life management, aimed at providing or receiving value from an organization's products and services within, upstream, or downstream of direct operations (adapted from GHG Protocol, 2013; ESRS, 2023; SBTN, 2023).

Tags		
Authority Type	All requesters	
Environmental Issue (Theme)	Question level	All
Questionnaire Sector	Question level	All

Collaborative Opportunities (SC only)

(18.4) Indicate any mutually beneficial environmental initiatives you could collaborate on with specific CDP Supply Chain members.

Question details	
Change from last year	Modified guidance
Alignment with full questionnaire	No change (5.12)
Rationale	Addressing environmental issues effectively oftentimes requires collective action. Through this question, your organization can propose ways it can work together with its requesting Supply Chain members to reduce environmental risks and/or to realize opportunities that would benefit both your organization and your customers. It can also be used to strengthen communication between you and your customers and help drive innovative new partnerships.
Response options	Please note that this table is designed so that only the customer that you select in column 1 "Requesting member" will be able to see the data relevant to them. If you enter an answer without selecting a requesting member, your answer will not be viewable at all. Please complete the following table. You are able to add rows by using the "Add Row" button at the bottom of the table.

1	2	3	4	5	6
Requesting member	Environmental issues the initiative relates to	Commodities the initiative relates to	Initiative category and type	Details of initiative	Expected benefits
Select from: • Member drop-down list	Select all that apply: • Climate change • Forests • Water	Select all that apply: • Timber products • Palm oil • Cattle products • Cocoa • Coffee • Soy • Rubber • Not applicable	Grouped option (Single-select group; Single-select option)	Text field [maximum 2,500 characters]	Select all that apply: • Higher incomes due to increased productivity • Improved resource use and efficiency • Improved water quality [W only] • Improved water stewardship [W only] • Increase in use of certified materials [F only] • Increased transparency of upstream/downstream value chain

					• Lower price per unit • Price premiums for deforestation and conversion-free materials [F only] • Reduction of customers' operational emissions (customer scope 1 & 2) • Reduction of own operational emissions (own scope 1 & 2) • Reduction of downstream value chain emissions (own scope 3) • Reduction of customers' operational water withdrawals and/or consumption [W only] • Reduction of own operational water withdrawals and/or consumption [W only] • Reduction of downstream value chain water withdrawals and/or consumption [W only] • Other, please specify

7	8	9	10	11
Estimated timeframe for realization of benefits	Are you able to estimate the lifetime CO_2e and/or water savings of this initiative?	Estimated lifetime CO_2e savings	Estimated lifetime water savings (megaliters)	Please explain
Select from: • 0-1 year • 1-3 years • 3-5 years • 5 years • Other, please specify	Select from: • Yes, both lifetime CO2e and lifetime water savings • Yes, lifetime CO2e savings only • Yes, lifetime water savings only • No	Numerical field [enter a range of 0-999,999,999,999 using a maximum of 2 decimal places]	Numerical field [enter a range of 0-999,999,999 using a maximum of 2 decimal places]	Text field [maximum 1,000 characters]

[Add row]

Initiative category and type (column 4)	
Certification • Increase coverage of commodity certified [F only] • Other certification, please specify Change to provision of goods and services • More online/virtual provision of services [CC only] • Reduce packaging weight • Reduce water-related impacts [W only] • Other change to provision of goods and services, please specify Change to supplier operations • Assess life-cycle impact of products or services to identify efficiencies • Implement energy reduction projects [CC only] • Increase proportion of renewable energy purchased [CC only] • Increase water efficiency in operations [W only]	Logistical change • Change timing of logistics [CC only] • Change transportation mode (e.g., switch from aviation to rail) [CC only] • Consolidate logistics [CC only] • Route optimization [CC only] • Other logistical change, please specify Promote collective action • Invite customer to collaborate with other users in their river basins to reduce impact [W only] • Invite customer to collaborate in landscape or jurisdictional initiatives [F only] • Other collective action, please specify Relationship sustainability assessment • Align goals to feed into customers targets and ambitions • Sustainability audit of existing relationship

• Other change to supplier operations, please specify Communications • Awards – apply for external awards together • Joint case studies or marketing campaign • Other communications, please specify Innovation • Implement new techniques/technologies to ensure sustainable production [F only] • New product or service that has a lower upstream emissions footprint [CC only] • New product or service that has a lower upstream impact on forests [F only] • New product or service that has a lower upstream water impacts [W only] • New product or service that reduces customers' operational emissions [CC only] • New product or service that reduces customers' operational water consumption [W only] • New product or service that reduces customers' products/services commodity consumption [F only] • New product or service that reduces customers' products/services operational emissions [CC only] • Reduce packaging • Other innovation, please specify	• Other assessment, please specify Traceability and transparency • Improve existing traceability system [F only] • New traceability system [F only] • Other traceability system, please specify Other • Other initiative type, please specify

Requested content	General • Please note that this table is designed so that only the customer that you select in column 1 "Requesting member" will be able to see the data relevant to them. If you enter an answer without selecting a requesting member, your answer will not be viewable at all. • This question is optional. • Disclosers must check that the requesting members presented in this table are correct for their organization for the reporting year. • Provide information on any initiatives you would like to present to a requesting CDP Supply Chain member. Do not include details of existing commercial offerings of which your customer will already be aware of. • If you are disclosing on forests and your initiative relates to more than one commodity, add a row for each commodity that applies and indicate whether it refers to the same project in column 5 "Details of initiative". Requesting member (column 1) • Select the relevant "Requesting member" that you have identified as a potential collaborator. • Note that only the requesting member you select in this column will be able to see the data relevant to them. If you enter any information without selecting a requesting member here, your answer will not be viewable at all. • If you would like to collaborate with more than one requesting member on the same initiative, add a row per requesting member. Commodities the initiative relates to (column 3) • This column only appears if you select "Forests" in column 2 "Environmental issue the initiative relates to".

Initiative category and type (column 4)

- Select one of the options to provide the category and type of initiative you are proposing. This will allow requesting members to better understand the types of opportunities available and streamline their analysis.
- If none of the options are suitable, select “Other initiative type, please specify”. You’ll be able to provide details on the type of initiative in column 5 “Details of initiative”.

Details of initiative (column 5)

- Explain how the initiative relates to the environmental issues you selected in column 2 “Environmental issue the initiative relates to”.
- Provide details of the nature of the initiative including:
    - the regions, facilities, and/or product lines involved; and
    - the proposed participants.

Expected benefits (column 6)

- Select all the options which reflect the ways in which your organization and the requesting member could benefit if this initiative were to be implemented.
- For example:
    - Collaborating to hold more online/virtual services may result in reduced emissions from the transportation of goods or services.
    - Collaborating to increase the coverage of certification for a particular commodity may allow for higher income, both due to increased productivity and premium prices.
    - Collaborating to influence stronger local water policy may result in improved water quality in a basin where you operate. This could lead to reduced water treatment costs at a facility where you manufacture products for the requesting member, therefore leading to a lower price per unit and other environmental benefits in the basin.

Estimated timeframe for realization of benefits (column 7)

- Select the most appropriate timeline within which you expect the benefits of this initiative to be realized.
- If you select more than one expected benefit in column 6 “Expected benefits”, and the most appropriate timeline within which you expect the benefits to be realized varies, provide an average of the estimated timelines.

Are you able to estimate the lifetime CO2e and/or water savings of this initiative? (column 8)

- Note that projects related to any environmental issue may result in CO2e or water savings. Select one of the “Yes” options if the relevant saving can be estimated.

Estimated lifetime CO_2e savings (column 9)

- This column appears if you select “Yes, both lifetime CO2e and lifetime water savings” or “Yes, lifetime CO2e savings only” in column 9 “Are you able to estimate the lifetime CO2e and/or water savings of this initiative?”.
- Specify the amount of CO2e savings associated with your customer estimated as a result of this initiative.
- This figure should be provided in tons (tCO2e).
- Note that the emissions reduction should only be those you are associating with your customer, not the whole initiative.

Estimated lifetime water savings (megaliters) (column 10)

- This column appears if you select “Yes, both lifetime CO2e and lifetime water savings” or “Yes, lifetime water savings only” in column 9 “Are you able to estimate the lifetime CO2e and/or water savings of this initiative?”.
- Specify the amount of water savings associated with your customer estimated as a result of this initiative.

	• Note that the water savings should only be those you are associating with your customer, not the whole initiative.
	
	Please explain (column 11)
	• Provide any further details useful to requesting members, such as:
	  o the calculation methods or tools you used to estimate the lifetime CO2e savings reported in column 10 "Estimated lifetime CO2e savings" and/or lifetime water savings in column 11 "Estimated lifetime water savings (megaliters)";
	  o how these figures are associated with your customer;
	  o any additional details on estimated timeframe for realization of benefits if an average timeframe was provided in column 8 " Estimated timeframe for realization of benefits"; and
	  o any customer-specific contextual information.

Explanation of terms	• Certification: the action or process of providing a product with an official document attesting to a status or level of achievement against a certain standard. • Downstream value chain: the activities, sites, resources, relationships, and stakeholders which receive products and/or services from your organization. The downstream value chain varies depending on the nature of the business but may include customers, distributors, logistics providers, and packaging suppliers (Adapted from ESRS, 2023). • Landscape and jurisdictional initiatives: the on-the-ground collaborative program to set common goals, take collective action while reconciling different interests, and monitor progress towards improving social, environmental, and economic outcomes at a landscape/jurisdictional scale. • Requesting CDP Supply Chain Member: Organizations working with CDP's Supply Chain program to engage suppliers on environmental issues and performance to pinpoint risks and identify opportunities in their upstream value chain. If you are responding to CDP because of a request from your customer, you will need to answer the relevant supply chain questions in addition to the main questionnaire. • Traceability: the ability to follow a product or its components through stages of the value chain (e.g., production, processing, manufacturing, and distribution) (Adapted from AFi, 2024). • Traceability system: a system that records and follows the trail of products and/or raw materials along the value chain as they move from suppliers and are processed and ultimately distributed as end products. Systems used to ensure traceability can be digital/electronic or manual/paper based (ISEAL, 2016). • Upstream value chain: (also referred to as 'supply chain') the activities, sites, resources, relationships, and stakeholders that provide products and/or services to your organization. This typically involves activities early in the value chain, such as production or development. The upstream value chain varies depending on the nature of the business but may include raw material, component, or equipment suppliers (Adapted from ESRS, 2023).
Additional information	For further details on upstream activities: GHG Protocol Corporate Value Chain (Scope 3) Accounting and Reporting Standard.

Tags		
Authority Type	Supply Chain	
Environmental Issue (Theme)	Question level	All
Questionnaire Sector	Question level	All

(18.5) Has your organization already implemented any mutually beneficial environmental initiatives due to CDP Supply Chain member engagement?

Question details	
Change from last year	No change
Alignment with full questionnaire	No change (5.13)
Rationale	Effectively addressing environmental issues oftentimes requires collective action. This question allows organizations to indicate their commitment to collaborative environmental action through the implementation of initiatives.
Response options	Please complete the following table:

1	2	3
Environmental initiatives implemented due to CDP Supply Chain member engagement	Primary reason for not implementing environmental initiatives	Explain why your organization has not implemented any environmental initiatives
Select from: • Yes • No, but we plan to within the next two years • No, and do not plan to in the next two years	Select from: • Lack of internal resources, capabilities, or expertise (e.g., due to organization size) • No standardized procedure • Not an immediate strategic priority • Judged to be unimportant or not relevant • Other, please specify	Text field [maximum 2,500 characters]

[Fixed row]

Requested content	General • This question is about projects/initiatives a requesting CDP Supply Chain member has driven that prompted your organization implement any mutually beneficial environmental initiatives. Primary reason for not implementing environmental initiatives (column 2) • This column only appears if you select “No, but we plan to within the next two years” or “No, and do not plan to in the next two years” in column 1 “Environmental initiatives implemented due to CDP Supply Chain member engagement”. Explain why your organization has not implemented any environmental initiatives (column 3) • This column only appears if you select “No, but we plan to within the next two years” or “No, and do not plan to in the next two years” in column 1 “Environmental initiatives implemented due to CDP Supply Chain member engagement”. • Ensure your explanation is specific to your organization and provides details on the reasons why you have not yet implemented any environmental initiatives. You may also include details on whether you are exploring ways to do this in the future and what actions you are planning on taking.

Tags		
Authority Type	Supply Chain	
Environmental Issue (Theme)	Question level	All
Questionnaire Sector	Question level	All

(18.5.1) Specify the CDP Supply Chain members that have prompted your implementation of mutually beneficial environmental initiatives and provide information on the initiatives.

Question details	
Question dependencies	This question only appears if you select "Yes" in response to column "Environmental initiatives implemented due to CDP Supply Chain member engagement" of 18.5.
Change from last year	No change
Alignment with full questionnaire	No change (5.13.1)
Rationale	Addressing environmental issues effectively oftentimes requires collective action. This question presents an opportunity to demonstrate the types of initiatives that you have implemented due to CDP Supply Chain member engagement and to detail how they have progressed and any mutual benefits that have been seen so far.
Response options	Please note that this table is designed so that only the customers that you select in column 1 "Requesting member" will be able to see the data relevant to them. If you enter an answer without selecting a requesting member, your answer will not be viewable at all. Please complete the following table. You are able to add rows by using the "Add Row" button at the bottom of the table.

1	2	3	4	5	6
Requesting member	Environmental issues the initiative relates to	Commodities the initiative relates to	Initiative ID	Initiative category and type	Details of initiative
Select from: • Member drop-down list	Select all that apply: • Climate change • Forests • Water	Select all that apply: • Timber products • Palm oil • Cattle products • Cocoa • Coffee • Soy • Rubber • Not applicable	Select from: • [Drop-down menu of IDs]	Grouped option (Single-select group; Single-select option)	Text field [maximum 2,500 characters]

7	8	9	10	11	12
Benefits achieved	Are you able to provide figures for emissions savings or water savings in the reporting year?	Estimated savings in the reporting year in metric tons of CO_2e	Estimated water savings in the reporting year in megaliters	Please explain how success for this initiative is measured	Would you be happy for CDP Supply Chain members to highlight this work in their external communication?

Select all that apply: • Higher incomes due to increased productivity • Improved resource use and efficiency • Improved water quality [W only] • Improved water stewardship [W only] • Increase in use of certified materials [F only] • Increased transparency of upstream/downstream value chain • Lower price per unit • Price premiums for deforestation and conversion-free materials [F only] • Reduction of customers' operational emissions (customer scope 1 & 2) • Reduction of own operational emissions (own scope 1 & 2) • Reduction of downstream value chain emissions (own scope 3) • Reduction of customers' operational water withdrawals and/or consumption [W only] • Reduction of own operational water withdrawals and/or consumption [W only] • Reduction of downstream value chain water withdrawals and/or consumption [W only] • Other, please specify	Select from: • Yes, emissions savings and water savings • Yes, emissions savings only • Yes, water savings only • No	Numerical field [enter a range of 0-999,999,999,999 using a maximum of 2 decimal places]	Numerical field [enter a range of 0-999,999,999 using a maximum of 2 decimal places]	Text field [maximum 1,500 characters]	Select from: • Yes • No

[Add row]

Initiative category and type (column 5)	
Certification • Increase coverage of commodity certified [F only] • Other certification, please specify Change to provision of goods and services • More online/virtual provision of services [CC only] • Reduce packaging weight • Reduce water-related impacts [W only] • Other change to provision of goods and services, please specify	Logistical change • Change timing of logistics [CC only] • Change transportation mode (e.g., switch from aviation to rail) [CC only] • Consolidate logistics [CC only] • Route optimization [CC only] • Other logistical change, please specify Promote collective action

Change to supplier operations • Assess life-cycle impact of products or services to identify efficiencies • Implement energy reduction projects [CC only] • Increase proportion of renewable energy purchased [CC only] • Increase water efficiency in operations [W only] • Other change to supplier operations, please specify Communications • Awards – apply for external awards together • Joint case studies or marketing campaign • Other communications, please specify Innovation • Implement new techniques/technologies to ensure sustainable production [F only] • New product or service that has a lower upstream emissions footprint [CC only] • New product or service that has a lower upstream impact on forests [F only] • New product or service that has a lower upstream water impacts [W only] • New product or service that reduces customers' operational emissions [CC only] • New product or service that reduces customers' operational water consumption [W only] • New product or service that reduces customers' products/services commodity consumption [F only] • New product or service that reduces customers' products/services operational emissions [CC only] • Reduce packaging • Other innovation, please specify	• Invite customer to collaborate with other users in their river basins to reduce impact [W only] • Invite customer to collaborate in landscape or jurisdictional initiatives [F only] • Other collective action, please specify Relationship sustainability assessment • Align goals to feed into customers targets and ambitions • Sustainability audit of existing relationship • Other assessment, please specify Traceability and transparency • Improve existing traceability system [F only] • New traceability system [F only] • Other traceability system, please specify Other • Other initiative type, please specify

Requested content	General • Provide information on any initiatives in which a requesting CDP Supply Chain member has prompted your organization to take organizational-level action. • Disclosers must check that the requesting members presented in this table are correct for their organization for the reporting year. Requesting member (column 1) • Select the relevant "Requesting member" that has driven your organization to take organizational-level action. • Note that only the requesting member you select in this column will be able to see the data relevant to them. If you enter any information without selecting a requesting member here, your answer will not be viewable. • If more than one member influenced the same initiative, add one row per requesting member. Commodities the initiative relates to (column 3) • This column only appears if you select "Forests" in column 2 "Environmental issue the initiative relates to".

	Initiative category and type (column 5)
	• Select one of the options to provide the category and type of initiative. This will allow requesting members to better understand the types of initiatives and streamline their analysis.
	• If none of the options are suitable, select "Other initiative type, please specify". You'll be able to provide details on the type of initiative in the column 6 "Details of initiative".
	
	Details of initiative (column 6)
	• Provide details of the nature of the initiative including:
	  o all participants involved and how it relates to the requesting member, and;
	  o relation to the environmental issue.
	• If reporting an emissions reduction initiative, the responses you provide here should be consistent with the responses provided in 20.17.1. If they are not, state why, e.g., "Emissions reduction initiative too small to make it into our key emissions reduction initiatives section."
	
	Benefits achieved (column 7)
	• Select all the options which reflect the ways in which your organization and the requesting member have benefited from implementing this initiative.
	• For example:
	  o Collaborating to hold more online/virtual services may have resulted in reduced emissions from the transportation of goods or services.
	  o Collaborating to increase the coverage of certification for a particular commodity may have allowed for higher income, both due to increased productivity and premium prices.
	  o Collaborating to influence stronger local water policy may have resulted in improved water quality in a basin where you operate. This could have also led to reduced water treatment costs at a facility where you manufacture products for the requesting member, therefore resulting in a lower price per unit and other environmental benefits in the basin.
	
	Emissions savings in the reporting year in metric tons CO_2e (column 9)
	• This column appears if you select "Yes, emission savings and water savings" or "Yes, emissions savings only" in column 8 "Are you able to provide figures for emissions savings or water savings in the reporting year?".
	• Specify the emissions reduction, in CO2e, you are associating with your customer.
	
	Estimated water savings in the reporting year in megaliters (column 10)
	• This column appears if you select "Yes, emission savings and water savings" or "Yes, water savings only" in column 8 "Are you able to provide figures for emissions savings or water savings in the reporting year?".
	• Specify the emissions reduction, in megaliters, you are associating with your customer.
	
	Please explain how success for this initiative is measured (column 11)
	• Indicate a measurable outcome used for tracking the success of the project. For example, it may be increased coverage of certification for a particular commodity, which can allow for higher income, both due to increased productivity and premium prices.
	• If figures were given in columns 8 "Emissions savings in the reporting year in metric tons CO2e" and 9 "Estimated water savings in the reporting year in megaliters" briefly explain in your response how they were calculated and how these savings are associated with your customer.
	
	Would you be happy for CDP Supply Chain members to highlight this work in their external communication? (column 12)
	• Note that this selection refers to each individual initiative per requesting member.

Explanation of terms	• Certification: the action or process of providing a product with an official document attesting to a status or level of achievement against a certain standard.

	• Downstream value chain: the activities, sites, resources, relationships, and stakeholders which receive products and/or services from your organization. The downstream value chain varies depending on the nature of the business but may include customers, distributors, logistics providers, and packaging suppliers (Adapted from ESRS, 2023). • Landscape and jurisdictional initiatives: the on-the-ground collaborative program to set common goals, take collective action while reconciling different interests, and monitor progress towards improving social, environmental, and economic outcomes at a landscape/jurisdictional scale. • Traceability system: a system that records and follows the trail of products and/or raw materials along the value chain as they move from suppliers and are processed and ultimately distributed as end products. Systems used to ensure traceability can be digital/electronic or manual/paper based (ISEAL, 2016). • Traceability: the ability to follow a product or its components through stages of the value chain (e.g., production, processing, manufacturing, and distribution) (adapted from AFi, 2024). • Upstream value chain: (also referred to as 'supply chain') the activities, sites, resources, relationships, and stakeholders that provide products and/or services to your organization. This typically involves activities early in the value chain, such as production or development. The upstream value chain varies depending on the nature of the business but may include raw material, component, or equipment suppliers (adapted from ESRS, 2023).
Additional information	To identify existing water-related projects for specific locations, you may find it useful to refer to the CEO Water Mandate's Water Action Hub.

Tags		
Authority Type	Supply Chain	
Environmental Issue (Theme)	Question level	All
Questionnaire Sector	Question level	All

Consolidation Approach

(19.1) Select the consolidation approach used by your organization to determine the climate-related impacts that are reported on throughout your response. Note that this option should align with your chosen approach for consolidating your GHG inventory.

Question details	
Change from last year	No change
Alignment with full questionnaire	Modified question (6.1)
Rationale	The consolidation approach is the method by which environmental impacts (e.g., GHG emissions) have been attributed to your organization. This context will help data users interpret how climate change relates to your business operations.
Ambition	The organization discloses whether the consolidation of their entities in their the accounting of their environmental impacts has been done through the financial control approach, operational control approach, equity share approach, or another method. The organization provides an explanation for why the particular method was chosen.
Response options	Please complete the following table:

1	2
Consolidation approach used	Provide the rationale for the choice of consolidation approach
Select from: • Operational control • Financial control • Equity share • Approach is unknown used • Other, please specify	Text field [maximum 2,500 characters]

[Fixed row]

Requested content	General
	• The "consolidation approach" identifies which entities are included within the calculation of your environmental performance data and determines which information is relevant to disclose within Module 20.
	• CDP recommends that you consult your legal or accounting advisor when determining your consolidation approach.
	• This question is asking you to provide details on your consolidation approach only. You will be able to indicate exclusions to your environmental performance data from the boundary determined by this approach later in Module 20.
	
	Consolidation approach used (Column 1)
	
	• Select the consolidation approach used to consolidate your GHG inventory. To support the use, tracking, and comparability of reported GHG information, respondents are encouraged to adopt the consolidation approaches based on the GHG Protocol Corporate Standard, outlined in more detail in Chapter 3 of the Standard.
	• The drop-down options are based on the GHG Protocol Corporate Standard, and are described in more detail below (text adapted from the GHG Protocol Corporate Standard)
	  ○ Operational control: An organization has operational control over an operation if it or one of its subsidiaries has the full authority to introduce and implement its operating policies at the operation.
	    ▪ Most SMEs select this option.
	  ○ Financial control: An organization has financial control over an operation if it has the ability to direct the financial and operating policies of the operation with a view to

	gaining economic benefits from its activities. Generally, an organization has financial control over an operation for GHG accounting purposes if the operation is treated as a group company or subsidiary for the purposes of financial consolidation.
	  ○ Equity share: Under the equity share approach, an organization accounts for GHG emissions from operations according to its share of equity in the operation. The equity share reflects the economic interest, which is the extent of rights an organization has to the risks and rewards flowing from an operation. Typically, the share of economic risks and rewards in an operation is aligned with the organization's percentage ownership of that operation, and equity share will normally be the same as the ownership percentage. Where this is not the case, the economic substance of the relationship the company has with the operation always overrides the legal ownership form to ensure the equity share reflects the percentage of economic interest. The principle of economic substance taking precedence over legal form is consistent with international financial reporting standards.
	  ○ Other, please specify: Select this option if none of the other options apply. If you select this option, provide a label in the text field provided.
	• If you are unable to determine the consolidation approach, select "Approach is unknown" and provide an explanation in column 2 "Provide the rationale for the choice of consolidation approach".
	• In the case of leasing arrangements, see the GHG Protocol Appendix: Categorizing GHG Emissions from Leased Assets and the lease accounting standard from your relevant generally accepted accounting principles (GAAP) to determine the appropriate scope for those emissions.
	
	Provide the rationale for the choice of consolidation approach (Column 2)
	• If you have used the same consolidation approach as used in your financial accounting, then state this here.
	• If you are unable to determine the consolidation approach used, explain the reasons.

Explanation of terms	• Consolidation approach: The identification of companies, businesses, organizations etc. relevant to the environmental impact of the responding organization. The GHG Protocol states that two distinct approaches may be used to consolidate GHG emissions; the equity share and the control approaches. Control can be defined in either financial (financial control) or operational (operational control) terms. • GHG inventory: a quantified list of an organization's greenhouse gas emissions and sources. • Organization: Throughout this information request, "your organization" and "organization-wide" refer collectively to all the companies, businesses, other groups etc. that fall within the definition of your reporting boundary (provided in 14.5). This term is used interchangeably with "your company", but CDP recognizes that some disclosing organizations may not consider themselves to be, or be formally classified, as "companies".
Additional information	For further information on the consolidation approach please refer to the SBTN Technical Guidance Step 1 Assess and the GHG Protocol Corporate Standard

Tags		
Authority Type	All requesters	
Environmental Issue (Theme)	Question level	CC only
Questionnaire Sector	Question level	All

Module 20: SME - Environmental Performance – Climate Change

Module Overview	This module requests information on emissions methodologies, exclusions, emissions inventory and breakdown, energy related activities, targets, and emission reduction activities. The module also contains questions on allocating emissions to customers shown only to organizations responding to a request from a CDP Supply Chain member. Evaluating emissions is a critical first step that every organization must take to understand their negative impact on the climate and take the right steps to reduce it. Doing so is becoming increasingly important for obtaining financing, ensuring competitiveness and resiliency, and meeting regulatory and supplier requirements. Disclosure of these areas allows organizations to demonstrate their commitment to evaluating their environmental impact, and highlight their efforts and commitments to reduce emissions associated with operational activities.

Emissions Methodology and Exclusions

(20.1) Do you evaluate your organization’s greenhouse gas (GHG) emissions? Note that you can measure your emissions or estimate them using the assistance of a carbon accounting tool.

Question details	
Question dependencies	Your response to this question determines the questions presented in the rest of module 20.
Change from last year	No change
Alignment with full questionnaire	New question; Modified question (1.4, 7.3)
Rationale	Evaluating emissions is a critical first step that every organization must take to understand its negative impact on the climate and take the right steps to reduce it. Doing so is becoming increasingly important for obtaining financing, ensuring competitiveness and resiliency, and meeting regulatory and supplier requirements. This question helps data users understand whether organizations collect this data and the reasons behind those who have not yet initiated the process.
Response options	Please complete the following table:

0	1	2	3	4
Scope of emissions	Emissions evaluated	Scope 2 approach	Primary reason for not reporting a market-based figure	Indicate whether you had any major barriers or challenges evaluating your emissions in the reporting year
Scope 1 (direct emissions from owned or controlled activities)	Select from: • Yes, we use tailored in-house or paid-for resources to calculate them • Yes, we use a generic tool to estimate them, please specify • No, but we plan to within the next two years • No, and do not plan to in the next two years	N/A	N/A	Select from: • Yes • No
Scope 2 (indirect emissions from purchased electricity, heat, steam or cooling)		Select from: • We are reporting a Scope 2	Select from: • We have no operations where we are able to access electricity supplier emission factors or	

		location-based figure • We are reporting a Scope 2 market-based figure • We are reporting both a Scope 2 location-based and market-based figure • We are reporting a Scope 2 figure but do not know which approach was used	residual emission factors, and are unable to report a Scope 2, market-based figure • We have operations where we are able to access electricity supplier emission factors or residual emissions factors, but are unable to report a Scope 2, market-based figure	
Scope 3 (indirect emissions in upstream/downstream value chain)		N/A	N/A	

5	6	7	8	9
Please explain the major barriers or challenges in evaluating your emissions	Main measures which have helped, or would help, to manage or resolve the challenges	Primary reason for not evaluating emissions	Indicate if you are providing emissions data for past reporting years	Number of past reporting years you will be providing emissions data for
Text field [maximum 2,500 characters]	Select all that apply: • Use of free tools and resources • Investment in paid-for tools and resources • External partnership • Stakeholder or peer support • Involvement in external partnerships and collaboration • Other, please specify	Select from: • Lack of internal resources, capabilities, or expertise (e.g., due to organization size) • No standardized procedure • Not an immediate strategic priority • Judged to be unimportant or not relevant • Other, please specify	Select from: • Yes • No	Select from: • 1 year • 2 years • 3 years • 4 years • 5 years

[Fixed row]

Requested content	Emissions evaluated (column 1) • Select any “Yes” or “No” option that best describes if and how you evaluate the emissions that are associated with your organization’s activities. • “Yes, we use tailored in-house or paid-for resources to calculate them” could involve using online platforms or consultant organizations that provide emission calculation services

	tailored to your organization. Select "Yes, we use a generic online tool to estimate them, please specify" if you evaluate your emissions using a generic calculation tool and specify the name of the tool you used. If using a generic tool, you should ensure it is tailored for business emissions evaluation and it produces results categorized per scope of emissions. Note that generic tools, such as free online carbon calculators, typically provide simpler, generalized estimates rather than customized results for organizations' emissions. Scope 2 approach (column 2) • Refer to the Additional Information section for further guidance on Scope 2 location-based and market-based approaches. • If reporting a market-based figure, for the purpose of CDP reporting, to claim the use of renewable electricity for market-based figures, companies must source renewable electricity from within the boundary of the market in which they are consuming the electricity (i.e. comply with the market boundary criteria). Refer to CDP's Technical Note on Accounting of Scope 2 emissions for further information. • If you have estimated your emissions using a free online tool, select the Scope 2 approach that the tool uses. This information should be outlined in the methodology employed by the tool for Scope 2 or can be obtained by directly inquiring with the organization. If after researching, you are still unable to determine the approach used, select "We are reporting a Scope 2 figure but do not know which approach was used". Primary reason for not reporting a market-based figure (column 3) • This column only appears if "We are reporting a location-based figure" option was selected in column 1. • If you have operations where there are contracts such as RECs and Guarantees of Origin, supplier specific emissions factors, or a residual emissions factor such as in the US and Europe – regardless of whether or not you purchase them select "We have operations where we are able to access electricity supplier emission factors or residual emissions factors, but are unable to report a Scope 2, market-based figure". • If you are uncertain about the availability of access to electricity supplier emission factors or residual emission factors for the locations you operate, consult your electricity supplier. Indicate whether you had any major barriers or challenges evaluating your emissions in the reporting year (column 4) • Select "Yes" if your organization in the reporting year experienced major barriers or challenges to evaluating your emissions per your selection in column 1 "Emissions evaluated". Please explain the major barriers or challenges in evaluating your emissions (column 5) • This column only appears if "Yes" is selected in column 4 "Indicate whether you had any major barriers or challenges evaluating your emissions in the reporting year". • Provide details on the specific challenges your organization faced. For example, did you find it difficult or time consuming to gather your consumption data from your utility providers or other suppliers, did you face challenges locating accurate emissions factors, or face other challenges in calculating your emissions? Main measures which have helped, or would help, to manage or resolve the challenges (column 6) • This column only appears if "Yes" is selected in column 4 "Indicate whether you had any major barriers or challenges evaluating your emissions in the reporting year". • Select the option that best describes your measure for addressing barriers or challenges, or the measures which would be most valuable to your organization for building capabilities to address challenges faced relating to evaluating emissions. • If none of the options are suitable, select 'Other, please specify' and provide a label for your measure. Indicate if you are providing emissions data for past reporting years (column 8)

	• This column only appears if either "Yes" option was selected in column 1. • If you are a first-time responder and have therefore not provided emissions data to CDP before, provide gross global emissions data for the five years preceding the current reporting year in the emissions accounting questions (20.4 and 20.5) for scopes 1 and 2, and in 20.7 for scope 3. • For all other responders, restating emissions data is optional but enhances transparency. • If providing past emissions data, select "Yes" and specify the number of past years of emissions data for each scope in column 9 "Number of past reporting years you will be providing emissions data for". • For more information on restatements, refer to CDP's technical note on restatements. Number of past reporting years you will be providing emissions data for (column 9) • This column only appears if "Yes" was selected in column 8.
Explanation of terms	• Scope 1 emissions: Scope 1 emissions refer to direct greenhouse gas (GHG) emissions that occur from sources that are controlled or owned by an organization. • Scope 2 emissions: Scope 2 emissions refer to indirect GHG emissions associated with any purchases of electricity, steam, heat, or cooling. • Scope 3 emissions: Scope 3 emissions are the result of activities from assets not owned or controlled by the reporting organization, but that the organization indirectly impacts in its value chain. • Value chain: the entire sequence of upstream and downstream activities, sites, resources, and relationships associated with the reporting organization's operations, starting with the raw materials and extending through end-of-life management, aimed at providing or receiving value from an organization's products and services either within, upstream or downstream of direct operations. (adapted from GHG, 2013; ESRS, 2023; SBTN, 2023).

Additional information	• What are greenhouse gasses (GHGs)?
	    o Greenhouse gases, such as carbon dioxide and methane, are gases which trap and hold heat in the atmosphere and contribute to climate change. Much of human activity emits greenhouse gases, such as burning fossil fuels for energy and transport, farming land for food production, and deforestation. Organizations should account for the emission of these gases resulting from their activities.
	• What is the Greenhouse Gas (GHG) Protocol?
	    o The GHG Protocol sets standards to measure and manage emissions, including the world's most widely used greenhouse gas accounting standards for organizations. The website provides calculation tools as well as PDFs of the Corporate Standard and Scope 2 Guidance.
	• What are Scope 1, Scope 2 and Scope 3 emissions?
	    o Scope 1, Scope 2, and Scope 3 emissions refer to different categories of greenhouse gas (GHG) emissions associated with an organization's activities. Throughout this module CDP references the following GHG Protocol definitions of scope 1, scope 2, and scope 3 emissions:
	        ▪ Scope 1 emissions refer to direct GHG emissions that occur from sources that are controlled or owned by an organization.
	            • For example, this can be from combustion in owned or controlled boilers, furnaces, vehicles, etc. and emissions from chemical production in owned or controlled process equipment.
	        ▪ Scope 2 emissions refer to indirect GHG emissions associated with any purchases of electricity, steam, heat, or cooling.
	            • For example, this can be from equipment that consumes electricity (electrical engines, lights, buildings, etc), heat (heat in industrial processes, buildings, etc.), steam (industrial processes) and cooling (industrial processes, buildings).
	        ▪ Scope 3 emissions are indirect GHG emissions as a result of activities from assets not owned or controlled by the reporting organization, but that the organization indirectly impacts in its value chain.

	- For example, this can be from the production of purchased products, transportation of purchased products, or use of sold products. o For a visual representation, of the GHG Protocol scopes and emissions across the value chain, reference Figure 1.1 on p5 (GHG Protocol, 2011). • What are Scope 2 location-based and market-based figures, and how do I know which is relevant to my organization? o When calculating scope 2 emissions best practice is for organizations to follow the GHG Protocol Scope 2 Guidance which states that organizations shall account for their Scope 2 emissions using two methodologies: a location-based method and a market-based method. Note that GHG Protocol has identified and responded to Scope 2 frequently asked questions, to help organizations get started and identify where to find more information in the Guidance document. o As summarized by the World Resource Institute, reporting both figures tells an important story about the company's carbon footprint and carbon reduction strategy. Both methods are useful for different purposes; together, they provide a more complete understanding and assessment of risks, opportunities, and changes to emissions from electricity supply over time. ▪ The location-based method reveals what the company is physically putting into the air. It considers the average emission factors for the electricity grids that provide electricity to the reporting organization (using mostly grid-average emission factor data). ▪ The market-based method shows emissions that the company is responsible for through its purchasing decisions. It reflects emissions from the electricity that the reporting organizations have chosen or purchased in the market. It considers contractual arrangements under which the reporting organization procures power from specific suppliers or sources, such as renewable energy. It is suitable for organizations who have any operations in markets providing product- or supplier-specific data in the form of contractual instruments. • If your organization can access emissions factors from your energy supplier for any of your operations, you are required to calculate and report a market-based figure. If this is not applicable to your organization, you only need to provide one location-based figure. o For more information on how to report Scope 2 emissions and CDP's current recommendations on what emission factor to use for electricity accounting, where you can find emission factors and the different types there are, please check the Technical Note "Accounting of Scope 2 emissions." • Are there resources available to help my organization start evaluating my emissions? o In facilitating the process of evaluating their emissions, small and medium enterprises (SMEs) may leverage commercially available estimation tools. Explore the SME Climate Hub for tools and resources that can assist your organization in evaluating greenhouse gas emissions, including the Business Carbon Calculator, a free online tool designed for calculating emissions.

Tags		
Authority Type	All requesters	
Environmental Issue (Theme)	Question level	CC
Questionnaire Sector	Question level	All

(20.2) Select the name of the standard, protocol, or methodology you have used to collect activity data and calculate emissions.

Question details

Question dependencies	This question only appears if either "Yes" option has been selected in column 1 and any row of 20.1.
Change from last year	Modified question
Alignment with full questionnaire	Modified guidance (7.2)
Rationale	CDP data users need to understand what methods have been used to calculate emissions.
Response options	Select all that apply from the following options: • ABI Energia Linee Guida • Act on the Rational Use of Energy • American Petroleum Institute Compendium of Greenhouse Gas Emissions Methodologies for the Oil and Natural Gas Industry, 2009 • Australia - National Greenhouse and Energy Reporting Act • Bilan Carbone, ABC • Defra Environmental Reporting Guidelines: Including streamlined energy and carbon reporting guidance, 2019 • ENCORD: Construction CO2e Measurement Protocol • Environment Canada, Sulphur hexafluoride (SF6) Emission Estimation and Reporting Protocol for Electric Utilities • Environment Canada, Aluminum Production, Guidance Manual for Estimating Greenhouse Gas Emissions • Environment Canada, Base Metals Smelting/Refining, Guidance Manual for Estimating Greenhouse Gas Emissions • Environment Canada, Cement Production, Guidance Manual for Estimating Greenhouse Gas Emissions • Environment Canada, Primary Iron and Steel Production, Guidance Manual for Estimating Greenhouse Gas Emissions • Environment Canada, Lime Production, Guidance Manual for Estimating Greenhouse Gas Emissions • Environment Canada, Primary Magnesium Production and Casting, Guidance Manual for Estimating Greenhouse Gas Emissions • Environment Canada, Metal Mining, Guidance Manual for Estimating Greenhouse Gas Emissions • EPRA (European Public Real Estate Association) guidelines, 2011 • EPRA (European Public Real Estate Association) Sustainability Best Practice recommendations Guidelines, 2017 • European Union Emission Trading System (EU ETS): The Monitoring and Reporting Regulation (MMR) – General guidance for installations • European Union Emissions Trading System (EU ETS): The Monitoring and Reporting Regulation (MMR) – General guidance for aircraft operators • Global GHG Accounting and Reporting Standard for the Financial Industry (PCAF) • Hong Kong Environmental Protection Department, Guidelines to Account for and Report on Greenhouse Gas Emissions and Removals for Buildings, 2010 • ICLEI Local Government GHG Protocol • IEA CO2 Emissions from Fuel Combustion • International Wine Industry Greenhouse Gas Protocol and Accounting Tool • 2019 Refinement to the 2006 IPCC Guidelines for National Greenhouse Gas Inventories, 2006 • IPIECA's Petroleum Industry Guidelines for reporting GHG emissions, 2nd edition, 2011 • ISO 14064-1 • Japan Ministry of the Environment, Law Concerning the Promotion of the Measures to Cope with Global Warming, Superseded by Revision of the Act on Promotion of Global Warming Countermeasures (2005 Amendment) • Korea GHG and Energy Target Management System Operating Guidelines • New Zealand - Guidance for Voluntary, Corporate Greenhouse Gas Reporting

	• Regional Greenhouse Gas Initiative (RGGI) Model Rule • Smart Freight Centre: GLEC Framework for Logistics Emissions Methodologies • Taiwan - GHG Reduction Act • Thailand Greenhouse Gas Management Organization: The National Guideline Carbon Footprint for organization • The Climate Registry: Electric Power Sector (EPS) Protocol • The Climate Registry: General Reporting Protocol • The Climate Registry: Local Government Operations (LGO) Protocol • The Climate Registry: Oil & Gas Protocol • The GHG Indicator: UNEP Guidelines for Calculating Greenhouse Gas Emissions for Businesses and Non-Commercial Organizations • The Greenhouse Gas Protocol: A Corporate Accounting and Reporting Standard (Revised Edition) • The Greenhouse Gas Protocol Agricultural Guidance: Interpreting the Corporate Accounting and Reporting Standard for the Agricultural Sector • The Greenhouse Gas Protocol: Public Sector Standard • The Greenhouse Gas Protocol: Scope 2 Guidance • The Greenhouse Gas Protocol: Corporate Value Chain (Scope 3) Standard • The Tokyo Cap-and Trade Program • US EPA Center for Corporate Climate Leadership: Direct Fugitive Emissions from Refrigeration, Air Conditioning, Fire Suppression, and Industrial Gases • US EPA Center for Corporate Climate Leadership: Indirect Emissions From Events and Conferences • US EPA Center for Corporate Climate Leadership: Indirect Emissions From Purchased Electricity • US EPA Center for Corporate Climate Leadership: Direct Emissions from Stationary Combustion Sources • US EPA Center for Corporate Climate Leadership: Direct Emissions from Mobile Combustion Sources • US EPA Mandatory Greenhouse Gas Reporting Rule • US EPA Emissions & Generation Resource Integrated Database (eGRID) • VfU (Verein fur Umweltmanagement) Indicators Standard • World Steel Association CO2 emissions data collection guidelines • World Steel Association CO2 emissions data collection guidelines • Other, please specify

Requested content	General • There are a variety of standards, methodologies, and protocols available for collecting and reporting GHG data, but the large majority of organizations refer to the GHG Protocol. • The appropriateness of an emissions calculation methodology should be determined on a case-by-case basis, and it is good practice for the methods used to estimate emissions and the underlying data to be externally verified. • CDP makes no judgments on standards, protocols or methodologies applied by organizations to produce their inventories. However, we expect that any tool used will follow the best practice and observe important aspects such as the accuracy and completeness principles of standards similar to the GHG Protocol. CDP encourages organizations to use the GHG Protocol Standards when national standards are not specified, including both the Corporate Standard and the Corporate Value Chain Standard. • If the methodology you have used is not listed, select “Other, please specify;” and indicate the methodology used. • If you have estimated your emissions using a generic tool, select which standard, protocol, or methodology the tool adheres to. This is generally publicly available information and can commonly be found on the tool’s website, platform, or through inquiry with the organization directly. For example, the SME Climate Hub “Business Carbon Calculator”, is a free tool which

	helps SMEs measure scope 1, scope 2, and scope 3 emissions and is based on the GHG protocol standards. If your organization used this tool to measure scope 1, 2, and 3, select "The Greenhouse Gas Protocol: A Corporate Accounting and Reporting Standard (Revised Edition)", The Greenhouse Gas Protocol: Scope 2 Guidance" and the "The Greenhouse Gas Protocol: Corporate Value Chain (Scope 3) Standard".

Tags		
Authority Type	All requesters	
Environmental Issue (Theme)	Question level	CC only
Questionnaire Sector	Question level	All

(20.3) Are there any sources (e.g. facilities, specific GHGs, activities, geographies, etc.) of Scope 1, Scope 2 or Scope 3 emissions which are attributed to the entities you are including in your CDP response which are not included in your disclosure?

Question details	
Question dependencies	This question only appears if either "Yes" option has been selected in column 1 and any row of 20.1.
Change from last year	Modified guidance
Alignment with full questionnaire	Minor change (7.4)
Rationale	In some cases it can be difficult to gather data for all sources. Circumstances where this might be the case include sources in countries/areas or small facilities where data acquisition is difficult or unreliable. Structural changes to the organization including mergers, acquisitions and divestments can also be reasons where emissions data are not included in your disclosure. This question enables companies to report where these sources are not included in the disclosure and thus provides data users transparency into reported emissions inventories.
Ambition	The organization reports on all exclusions from the reporting boundary and does not have any significant exclusions from their disclosure.
Response options	Select one of the following options: • Yes • No

Requested content	General • Identify sources that would normally be within the consolidation approach used by your organization to determine the climate-related impacts that are reported on throughout your response, as identified in your disclosure in 19.1 (i.e. financial control, operational control, equity share or other) but for which greenhouse gases are not reported in this disclosure. Excluded sources may be in a particular country/area or represent a number of very small facilities making it difficult to gather data. • Common reasons for exclusions, both relevant or not relevant, can include the following: o Incomplete information for the period in question; o Structural changes to the organization including mergers, acquisitions and divestments; o Outsourcing and/or insourcing of activities; and o Unreliable information • The GHG Protocol's Corporate Accounting and Reporting Standard notes on the reporting of exclusions (page 9) that "Specific exclusions…need to be clearly identified and justified,

	assumptions disclosed, and appropriate references provided for the methodologies applied and the data sources used. The information should be sufficient to enable a third party to derive the same results if provided with the same source data." • If you selected "No, the entities included in my CDP disclosure are not the same as those included in my financial statements" in column 1 of 14.5, select "Yes" and provide details on the exclusion of these entities in 20.3.1. • Only select "No" if your answers to 20.4, 20.5, and 20.7 represent the total gross global emissions of all the companies, businesses, other entities or groups that fall within the consolidation approach used by your organization to determine the climate-related impacts that are reported on throughout your response (provided in 19.1).
Explanation of terms	• Scope 1 emissions: Scope 1 emissions refer to direct greenhouse gas (GHG) emissions that occur from sources that are controlled or owned by an organization. • Scope 2 emissions: Scope 2 emissions refer to indirect GHG emissions associated with any purchases of electricity, steam, heat, or cooling. • Scope 3 emissions: Scope 3 emissions are the result of activities from assets not owned or controlled by the reporting organization, but that the organization indirectly impacts in its value chain.

Tags		
Authority Type	All requesters	
Environmental Issue (Theme)	Question level	CC only
Questionnaire Sector	Question level	All

(20.3.1) Provide details of the sources of Scope 1, Scope 2 or Scope 3 emissions which are attributed to the entities you are including in your CDP response within your selected reporting boundary which are not included in your disclosure.

Question details	
Question dependencies	This question only appears if you select "Yes" in response to 20.3.
Change from last year	No change
Alignment with full questionnaire	Minor change (7.4.1)
Rationale	In some cases it can be difficult to gather data for all sources. Circumstances where this might be the case include sources in countries/areas or small facilities where data acquisition is difficult or unreliable. Structural changes to the organization including mergers, acquisitions and divestments can also be reasons where emissions data are not included in your disclosure. This question enables companies to report where these sources are not included in the disclosure and thus provides data users transparency into reported emissions inventories.
Ambition	The organization reports on all exclusions from the reporting boundary and does not have any significant exclusions from their disclosure.
Response options	Please complete the following table. You are able to add rows by using the "Add Row" button at the bottom of the table.

1	2	3	4	5	6	7
Source of excluded emissions	Scope(s) or Scope 3 category(ies)	Relevance of Scope 1 emissions from this source	Relevance of location-based Scope 2 emissions from this source	Relevance of market-based Scope 2 emissions from this source	Relevance of Scope 2 (approach unknown) emissions from this source	Relevance of Scope 3 emissions from this source

Text field [maximum 2,500 characters]	Select all that apply: • Scope 1 • Scope 2 (location-based) • Scope 2 (market-based) • Scope 2 (approach unknown) • Scope 3: Purchased goods and services • Scope 3: Capital goods • Scope 3: Fuel and energy-related activities (not included in Scopes 1 or 2) • Scope 3: Upstream transportation and distribution • Scope 3: Waste generated in operations • Scope 3: Business travel • Scope 3: Employee commuting • Scope 3: Upstream leased assets • Scope 3: Downstream transportation and distribution • Scope 3: Processing of sold products • Scope 3: Use of sold products • Scope 3: End-of-life	Select from: • • Emissions are not relevant • Emissions are relevant but not yet calculated • Emissions are relevant and calculated, but not disclosed • Emissions excluded due to a recent acquisition or merger • Emissions are not evaluated	Select from: • Emissions are not relevant • Emissions are relevant but not yet calculated • Emissions are relevant and calculated, but not disclosed • Emissions excluded due to a recent acquisition or merger • Emissions are not evaluated	Select from: • Emissions are not relevant • Emissions are relevant but not yet calculated • Emissions are relevant and calculated, but not disclosed • Emissions excluded due to a recent acquisition or merger • Emissions are not evaluated	Select from: • Emissions are not relevant • Emissions are relevant but not yet calculated • Emissions are relevant and calculated, but not disclosed • Emissions excluded due to a recent acquisition or merger • Emissions are not evaluated	Select from: • Emissions are not relevant • Emissions are relevant but not yet calculated • Emissions are relevant and calculated, but not disclosed • Emissions excluded due to a recent acquisition or merger • Emissions are not evaluated

	treatment of sold products • Scope 3: Downstream leased assets • Scope 3: Franchises • Scope 3: Investments • Scope 3: Other (upstream) • Scope 3: Other (downstream)					

8	9	10	11	12
Date of completion of acquisition or merger	Estimated percentage of total Scope 1+2 emissions this excluded source represents	Estimated percentage of total Scope 3 emissions this excluded source represents	Explain why this source is excluded	Explain how you estimated the percentage of emissions this excluded source represents
[DD/MM/YYYY]	Numeric field [enter a value of 0-100 with 1 decimal place]	Numeric field [enter a value of 0-100 with 1 decimal place]	Text field [maximum 2,500 characters]	Text field [maximum 2,500 characters]

[Add row]

<table>
<tr>
<td>Requested content</td>
<td>
Source of excluded emissions (column 1)

Use this text field to name and briefly describe the source you are excluding. E.g. a geographic region, business activity, or type of facility.
If the source you are excluding is an organization (e.g. one of your subsidiaries or franchises), please state the full legal entity name of the organization in this column.
Your response to this question should be consistent with the boundary you have used to calculate and report emissions in 20.4, 20.5, and 20.7.

Scope(s) or Scope 3 category(ies) (column 2)

Select the Scope(s) and/or Scope 3 category(ies) of emissions from which you are excluding emissions from this source in your response to questions 20.4, 20.5, and/or 20.7.
Only include exclusions for scopes and scope 3 categories which you have evaluated. If you have not evaluated a whole Scope 3 category, do not include it as an exclusion in this question and instead report it in 20.7.

For example, if you have two facilities, one in Europe and one in Asia and you have evaluated your fuel and energy-related activities for your manufacturing facility in Europe but have not yet performed this evaluation for your facility in Asia, note this here. However, if you have not yet evaluated any of your fuel and energy-related activities, do not include this here and instead select the appropriate option in column 1 “Evaluation status” in 20.7.

Relevance of Scope 1 emissions from this source (column 3)

This column is presented if you select “Scope 1” in response to column 2 “Scope(s) or Scope 3 category(ies)”.
Emissions are not relevant – select this option if you have excluded Scope 1 emissions which you have identified as not relevant from this source.

</td>
</tr>
</table>

	• Emissions are relevant but not yet calculated – select this option if you have excluded Scope 1 emissions from this source, you have identified these emissions as relevant, but you have not calculated them. • Emissions from this source are relevant and have been calculated, but are not disclosed – select this option if you have excluded from your CDP response Scope 1 emissions from this source that you have calculated and identified as relevant. • Emissions excluded due to a recent acquisition or merger – select this option if you have excluded Scope 1 emissions from this source due to an acquisition or merger that has taken place during the reporting period. • Emissions are not evaluated – select this option if you have excluded Scope 1 emissions from this source but have not evaluated the relevance of these emissions. Relevance of Scope 2 (location-based or market-based) emissions from this source (column 4 and 5) • This column is presented if you select "Scope 2 (location-based)" (column 4) and/or "Scope 2 (market-based)" (column 5) in response to column 2 "Scope(s) or Scope 3 category(ies)". • Emissions are not relevant – select this option if you have excluded Scope 2 emissions which you have identified as not relevant from this source. • Emissions are relevant but not yet calculated – select this option if you have excluded Scope 2 emissions from this source, you have identified these emissions as relevant, but you have not calculated them. • Emissions from this source are relevant and have been calculated, but are not disclosed – select this option if you have excluded from your CDP response Scope 2 emissions from this source that you have calculated and identified as relevant. • Emissions excluded due to a recent acquisition or merger – select this option if you have excluded Scope 2 emissions from this source due to an acquisition or merger that has taken place during the reporting period. • Emissions are not evaluated – select this option if you have excluded Scope 2 emissions from this source but have not evaluated the relevance of these emissions. Relevance of Scope 2 (approach unknown) emissions from this source (column 6) • This column is presented if you select "Scope 2 (approach unknown)" in response to column 2 "Scope(s) or Scope 3 category(ies)". • Emissions are not relevant – select this option if you have excluded Scope 2 emissions which you have identified as not relevant from this source. • Emissions are relevant but not yet calculated – select this option if you have excluded Scope 2 emissions from this source, you have identified these emissions as relevant, but you have not calculated them. • Emissions from this source are relevant and have been calculated, but are not disclosed – select this option if you have excluded from your CDP response Scope 2 emissions from this source that you have calculated and identified as relevant. • Emissions excluded due to a recent acquisition or merger – select this option if you have excluded Scope 2 emissions from this source due to an acquisition or merger that has taken place during the reporting period. • Emissions are not evaluated – select this option if you have excluded Scope 2 emissions from this source but have not evaluated the relevance of these emissions. Relevance of Scope 3 emissions from this source (column 7) • This column is presented if you select a Scope 3 category in response to column 2 "Scope(s) or Scope 3 category(ies)".

	• Emissions are not relevant – select this option if you have excluded Scope 3 emissions which you have identified as not relevant from this source. • Emissions are relevant but not yet calculated – select this option if you have excluded Scope 3 emissions from this source, you have identified these emissions as relevant, but you have not calculated them. • Emissions from this source are relevant and have been calculated, but are not disclosed – select this option if you have excluded from your CDP response Scope 3 emissions from this source that you have calculated and identified as relevant. • Emissions excluded due to a recent acquisition or merger – select this option if you have excluded Scope 3 emissions from this source due to an acquisition or merger that has taken place during the reporting period. This may only be used to exclude emissions from an acquired or merged organization's value chain, not your company's. For example, if you have acquired a company, you may select this option to report exclusions from the acquired company's value chain (i.e. their Scope 3 emissions) but not your own value chain. For exclusions from your own value chain, select the most relevant other dropdown. • Emissions are not evaluated – select this option if you have excluded Scope 3 emissions from this source but have not evaluated the relevance of these emissions. Date of completion of acquisition or merger (column 8) • This column is presented if "Emissions are excluded due to a recent acquisition or merger" is selected in column 3, 4, 5, 6, or 7. Estimated percentage of total Scope 1+2 emissions this excluded source represents (column 9) • This column is presented if any option other than "Emissions excluded due to recent acquisition or merger", or "Emissions are not evaluated" is selected in column 3, and in either column 4, 5, or 6. • This figure should be estimated using the following formula: • Estimated percentage of total Scope 1+2 emissions the excluded source represents = 100% x (Estimated Scope 1+2 emissions the excluded source represents) / (Total gross Scope 1+2 emissions reported in 20.4 and 20.5) • If you have calculated the Scope 1+2 emissions from the excluded source, use the formula above to provide the percentage of your total, gross, global Scope 1+2 emissions in the reporting year that the excluded source represents. • If you have not yet calculated Scope 1+2 emissions from the excluded source, or if activity data is unavailable, you may estimate the Scope 1+2 emissions for the excluded source. You should choose an estimation approach that is appropriate to your sector, organization, the excluded source, and the data available. For example, absolute Scope 1+2 emissions could be estimated using the Scope 1+2 emissions intensity of a similar source for which data is available, such as an industry-average emissions intensity for the type of source excluded per e.g. unit revenue, floor area, or FTE employee, or using proxy data and rough estimates. Ensure to be transparent in column 12 with regards to the estimation approach (what is estimated and how), and the data used for the estimation. Estimated percentage of total Scope 3 emissions this excluded source represents (column 10) • This column is presented if any option other than "Emissions excluded due to recent acquisition or merger", or "Emissions are not evaluated" is selected in column 7. • This figure should be estimated using the following formula: • Estimated percentage of total Scope 3 emissions the excluded source represents = 100% x (Estimated Scope 3 emissions the excluded source represents) / (Total gross Scope 3 emissions reported in 20.7)

	• If you have not yet calculated Scope 3 emissions from the excluded source, or if activity data is unavailable, you may estimate the Scope 3 emissions for the excluded source. You should choose an estimation approach that is appropriate to your sector, organization, the excluded source, and the data available. For example, absolute Scope 3 emissions could be estimated using the Scope 3 emissions intensity of a similar source for which data is available, such as an industry-average emissions intensity for the type of source excluded per e.g. unit revenue, floor area, or FTE employee, or using proxy data and rough estimates. Ensure to be transparent in column 12 with regards to the estimation approach (what is estimated and how), and the data used for the estimation. Explain why this source is excluded (column 11) • Use this text field to describe why the source is excluded and its significance. Explain how you estimated the percentage of emissions this excluded source represents (column 12) • This column is presented if any option other than "Emissions excluded due to recent acquisition or merger" or "Emissions are not evaluated" is selected in column 3, 4, 5, 6, or 7. • Explain how you calculated the estimated percentage of your total, gross, global Scope 1+2, and Scope 3 emissions that the exclusion represents, including details of any emissions estimations and the estimation approaches used. • State whether you used the location-based or market-based Scope 2 figure from 20.5 in your calculation of the figure reported in column 9.
Explanation of terms	• Scope 1 emissions: Scope 1 emissions refer to direct greenhouse gas (GHG) emissions that occur from sources that are controlled or owned by an organization. • Scope 2 emissions: Scope 2 emissions refer to indirect GHG emissions associated with any purchases of electricity, steam, heat, or cooling. • Scope 3 emissions: Scope 3 emissions are the result of activities from assets not owned or controlled by the reporting organization, but that the organization indirectly impacts in its value chain.
Additional information	Relevance in GHG reporting • The GHG Protocol's Corporate Value Chain (Scope 3) Accounting and Reporting Standard (page 24) provides the following definition of relevance for GHG reporting: "A relevant GHG report contains the information that users – both internal and external to the company – need for their decision making. Companies should use the principle of relevance when determining whether to exclude any activities from the inventory boundary. Companies should also use the principle of relevance as a guide when selecting data sources. Companies should collect data of sufficient quality to ensure that the inventory is relevant (i.e., that it appropriately reflects the GHG emissions of the company and serves the decision-making needs of users) (...) and should not exclude any activities from the inventory that would compromise the relevance of the reported inventory." • A practical rule of thumb often applied to evaluate the relevance of an emissions' source or activity is to consider the sources that contribute to 95% of the emissions inventory once sources are listed by the size of emissions. This rule is of practical value in particular when a low number of sources contribute to a large proportion of the total emissions while a large number of sources contribute to a small percentage of emissions. In order to utilize the 95% threshold, the emissions from all sources or activities need to be quantified or estimated to ensure they meet this threshold. Relevance should apply not only to the size of emissions, but also other criteria, such as the potential to drive emissions reductions, the cost-benefit of gathering the data, stakeholder expectations, and potential uses of the data. • Relevance of emissions should not be limited to sustainability topics that have a significant financial impact on your organization, or "materiality".

	• Examples of circumstances where the reasons for excluding known emissions sources from the GHG statement may not be reasonable include:
	  o The entity has relevant Scope 1 emissions but only includes Scope 2 emissions in its CDP disclosure.
	  o The boundary has been defined, but particular geographies within the boundary are not being reported although they represent relevant emissions; and
	  o The emissions reported exclude business divisions/areas of business with relevant emissions which are only a small proportion of the total emissions included in the GHG statement (i.e., once emissions are quantified at a sufficient level of quality they should be included in the inventory, even if they represent only a small share of the total).
	• Methodologies for estimating emissions from excluded sources
	• Where verifiable data is not available, organizations may estimate emissions data by:
	  o Direct comparison: using data from another comparable time period to fill the gap for the excluded source e.g. emissions from the same time period in another year.
	  o Pro-rata extrapolation: using average data from one period of time to estimate data for another shorter period e.g. using average daily emissions from 1st January to 30th November to estimate emissions for 1st to 31st December.
	  o Benchmarking: using emissions or activity data for one asset or business activity as a proxy to estimate emissions or activity data for another asset or business activity e.g. using the annual emissions of one office to estimate emissions from another office of similar size, age or build.

Tags		
Authority Type	All requesters	
Environmental Issue (Theme)	Question level	CC only
Questionnaire Sector	Question level	All

Scope 1, 2, and 3 Emissions Inventory

(20.4) What were your organization's gross global Scope 1 emissions in metric tons CO2e?

Question details	
Question dependencies	This question only appears if either "Yes" option was selected in column 1 and in the row "Scope 1 (direct emissions from owned or controlled activities)" of 20.1.
Change from last year	Modified guidance
Alignment with full questionnaire	Modified question (7.6)
Rationale	Reporting emissions is a prerequisite to understanding and reducing negative environmental impacts. This question aims to ensure companies are measuring their carbon footprints from direct emissions.
Ambition	Organizations disclose that their Scope 1 emissions in the reporting year have reduced in line with a 1.5 °C-aligned pathway.
Response options	Please complete the following table:

0	1	2	3
Year	Gross global Scope 1 emissions (metric tons CO_2e)	End date	Methodological details

Reporting year	Numerical field [enter a range of 0-999,999,999,999 using a maximum of 3 decimal places and no commas]	[This cell is not seen in the portal]	Text field [maximum 2,500 characters]
Past year 1 [Only appears if "1 year", "2 years", "3 years", "4 years" or "5 years" is selected in column 9 of 20.1 in row "Scope 1 (direct emissions from owned or controlled activities)"]	Numerical field [enter a range of 0-999,999,999,999 using a maximum of 3 decimal places and no commas]	Date field [enter a date between 19/11/2015 – 19/11/2024]	
Past year 2 [Only appears if "2 years", "3 years", "4 years" or "5 years" is selected in column 9 of 20.1 in row "Scope 1 (direct emissions from owned or controlled activities)"]	Numerical field [enter a range of 0-999,999,999,999 using a maximum of 3 decimal places and no commas]	Date field [enter a date between 19/11/2015 – 19/11/2024]	
Past year 3 [Only appears if "3 years", "4 years" or "5 years" is selected column 9 of 20.1 in row "Scope 1 (direct emissions from owned or controlled activities)"]	Numerical field [enter a range of 0-999,999,999,999 using a maximum of 3 decimal places and no commas]	Date field [enter a date between 19/11/2015 – 19/11/2024]	
Past year 4 [Only appears if "4 years" or "5 years" is selected in column 9 of 20.1 in row "Scope 1 (direct emissions from owned or controlled activities)"]	Numerical field [enter a range of 0-999,999,999,999 using a maximum of 3 decimal places and no commas]	Date field [enter a date between 19/11/2015 – 19/11/2024]	
Past year 5 [Only appears if "5 years" is selected in column 9 of 20.1 in row "Scope 1 (direct emissions from owned or controlled activities)"]	Numerical field [enter a range of 0-999,999,999,999 using a maximum of 3 decimal places and no commas]	Date field [enter a date between 19/11/2015 – 19/11/2024]	

[Fixed row]

Requested content	General • Emissions must be reported in gross, not net figures. Therefore, negative numbers are not allowed. • Putting in zero suggests that you have measured your emissions and that they are equal to zero. • Rows in this question are presented depending on your selection in row 'Scope 1 (direct emissions from owned or controlled activities)', column 4 "Number of past reporting years you will be providing emissions data for" of question 20.1. • Gross emissions are requested so that data users can account for GHG emissions from sources owned or controlled by your organization before any reductions for offsets are made, as per the GHG Protocol Corporate Standard. This transparency is meant to provide users with the most accurate portrayal of the emissions created within your company's boundary. • Scope 1 emissions should be reported in metric tons of CO2e. Common values for converting your unit of measurement, also known as conversion factors, are included in the Technical Note "Units of Measure Conversions". • Special requirements for carbon sequestration, captured & stored and transferred CO2, transfer in – transfer out, and enhanced oil recovery are explained in the Technical Note "Special conditions for reporting Scope 1 emissions". • Emissions estimates are acceptable, as long as there is transparency with regards to the estimation approach (what is estimated and how) and the data used for the analysis is adequate to support the objectives of the inventory. If applicable to your organization's reporting of Scope 1 emissions, outline this in the methodological details column. • For further guidance on leased assets, consult the Greenhouse Gas Protocol guidance on categorizing emissions from leased assets.

	End date (column 2) • The start date of each past year will be automatically assumed to be exactly 365 days before the listed date. For example, if you enter an end date of 31/12/2023, your start date will be automatically assumed to be 01/01/2023. Methodological details (column 4) • Include the measurement approach, emissions factors, inputs, and assumptions used to measure your Scope 1 emissions, and a rationale for your choices. Note for first-time responders • If you are a first-time responder, provide gross global Scope 1 emissions data for the current reporting year and up to five years prior to the current reporting year. • The number of past year rows that will appear is dependent on your selection in column 9 "Number of past reporting years you will be providing emissions data for" of 20.1 for row "Scope 1 (direct emissions from owned or controlled activities)". • Input the gross global Scope 1 emissions data for the current reporting year in the first row and work backwards from the current reporting year. • Ensure that the reporting period represents only one full year that has already passed. Reporting periods should not be in the future. This information is important for others to understand the time dimension of your disclosure. Note for restatements • If you have chosen to restate your organization's gross global Scope 1 emissions data previously supplied to CDP (as indicated in column 9 "Number of past reporting years you will be providing emissions data for" of 20.1 for row "Scope 1 (direct emissions from owned or controlled activities)"), you may do so here. • The number of past year rows that will appear is dependent on your selection column 9 "Number of past reporting years you will be providing emissions data for" of 20.1 for row "Scope 1 (direct emissions from owned or controlled activities)". • Reporting recalculated figures for these years is optional. • All years Scope 1 emissions data needs to be entered in reverse order, with the current reporting year first, i.e. you should first input the current reporting year emissions data and work backwards from the most recent reporting year. • Ensure that the reporting period represents only one full year that has already passed. Reporting periods should not be in the future. This information is important for others to understand the time dimension of your disclosure. • Use the methodological details column to identify that this is restated data and the reason for the restatement. • For more information on restatements see CDP's technical note on restatements here. Note on biogas: • For further information see the GHG Protocol's Interim Update on Accounting for Biomethane Certificates here.
Requested content – [sector] (if applicable)	Note for agricultural sector companies: • Direct emissions from agricultural/forestry, processing/manufacturing and/or distribution activities should be reported as part of Scope 1 emissions in this question.
Explanation of terms	• Scope 1 emissions: Scope 1 emissions refer to direct greenhouse gas (GHG) emissions that occur from sources that are controlled or owned by an organization. • Biogas: A gas derived principally from the anaerobic fermentation of biomass and solid wastes and combusted to produce heat and/or power. Included in this category are landfill gas and sludge gas (sewage gas and gas from animal slurries) and other biogas.
Additional information	• What data is needed to measure scope 1 emissions? ○ Typical Scope 1 emissions include CO2 (and CH4 and N2O) emissions associated with fuel combustion (for example in boilers, furnaces, vehicles, etc), as well as fugitive emissions from air conditioning and industrial processes.

	- Emissions associated with combustion can be calculated by multiplying your organization's activity data (e.g., your consumption of a specific fuel), the fuel's emission factor, and the Global Warming Potential of the GHG.
	  - Your organization's activity data can be determined using fuel purchase receipts, purchase records, or through direct measurement at the combustion device.
	  - Common fuel emission factors can be located through published resources such as, ADEME – Bilant Carbonne, IPCC – Emissions Factor Database, or IPCC – Guidelines for National Greenhouse Gas Inventories.
	  - The Global Warming Potential (GWP) is derived from the latest list published by the IPCC (IPCC - Global Warming Potential – page 16).
	• What does metric tons CO_2e mean?
	  - Metric tons of CO_2e (sometimes also displayed as "tCO2e") stands for metric tons of carbon dioxide equivalent. This unit is essential because it serves as a standardized measurement for quantifying greenhouse gas emissions.

Tags		
Authority Type	All requesters	
Environmental Issue (Theme)	Question level	CC only
Questionnaire Sector	Question level	All

(20.5) What were your organization's gross global Scope 2 emissions in metric tons CO2e?

Question details	
Question dependencies	This question only appears if either "Yes" option was selected in column 1 in the row "Scope 2 (indirect emissions from purchased electricity, heat, steam or cooling)" of 20.1.
Change from last year	No change
Alignment with full questionnaire	Modified question (7.7)
Rationale	Reporting emissions is a pre-requisite to understanding and reducing negative environmental impacts. This question ensures organizations are measuring emissions from purchased or acquired electricity, steam, heat, and cooling.
Ambition	Organizations disclose that their Scope 2 emissions in the reporting year have reduced in line with a 1.5 °C-aligned pathway.
Response options	Please complete the following table:

0	1	2	3	4	5
Year	Gross global Scope 2, location-based emissions (metric tons CO_2e)	Gross global Scope 2, market-based emissions (metric tons CO_2e)	Gross global Scope 2 emissions, approach unknown (metric tons CO_2e)	End date	Methodological details
Reporting year	Numerical field [enter a range of 0-999,999,999,999 using a maximum of 3 decimal places and no commas]	Numerical field [enter a range of 0-999,999,999,999 using a maximum of 3 decimal places and no commas]	Numerical field [enter a range of 0-999,999,999,999 using a maximum of 3 decimal places and no commas]	[This cell is not seen in portal]	Text field [maximum 2,500 characters]

Past year 1 [Only appears if “1 year”, “2 years”, “3 years”, “4 years” or “5 years” is selected in column 9 of 20.1 in row “Scope 2 (indirect emissions from purchased electricity, heat, steam or cooling)”]	Numerical field [enter a range of 0-999,999,999,999 using a maximum of 3 decimal places and no commas]	Numerical field [enter a range of 0-999,999,999,999 using a maximum of 3 decimal places and no commas]	Numerical field [enter a range of 0-999,999,999,999 using a maximum of 3 decimal places and no commas]	Date field [enter a date between 19/11/2015 – 19/11/2024]	
Past year 2 [Only appears if “2 years”, “3 years”, “4 years” or “5 years” is selected in column 9 of 20.1 in row “Scope 2 (indirect emissions from purchased electricity, heat, steam or cooling)”].	Numerical field [enter a range of 0-999,999,999,999 using a maximum of 3 decimal places and no commas]	Numerical field [enter a range of 0-999,999,999,999 using a maximum of 3 decimal places and no commas]	Numerical field [enter a range of 0-999,999,999,999 using a maximum of 3 decimal places and no commas]	Date field [enter a date between 19/11/2015 – 19/11/2024]	
Past year 3 [Only appears if “3 years”, “4 years” or “5 years” is selected in column 9 of 20.1 in row “Scope 2 (indirect emissions from purchased electricity, heat, steam or cooling)”].	Numerical field [enter a range of 0-999,999,999,999 using a maximum of 3 decimal places and no commas]	Numerical field [enter a range of 0-999,999,999,999 using a maximum of 3 decimal places and no commas]	Numerical field [enter a range of 0-999,999,999,999 using a maximum of 3 decimal places and no commas]	Date field [enter a date between 19/11/2015 – 19/11/2024]	
Past year 4 [Only appears if “4 years” or “5 years” is selected in column 9 of 20.1 in row “Scope 2 (indirect emissions from purchased electricity, heat, steam or cooling)”].	Numerical field [enter a range of 0-999,999,999,999 using a maximum of 3 decimal places and no commas]	Numerical field [enter a range of 0-999,999,999,999 using a maximum of 3 decimal places and no commas]	Numerical field [enter a range of 0-999,999,999,999 using a maximum of 3 decimal places and no commas]	Date field [enter a date between 19/11/2015 – 19/11/2024]	
Past year 5 [Only appears if “5 years” is selected in column 9 of 20.1 in row “Scope 2 (indirect emissions from purchased electricity, heat, steam or cooling)”].	Numerical field [enter a range of 0-999,999,999,999 using a maximum of 3 decimal places and no commas]	Numerical field [enter a range of 0-999,999,999,999 using a maximum of 3 decimal places and no commas]	Numerical field [enter a range of 0-999,999,999,999 using a maximum of 3 decimal places and no commas]	Date field [enter a date between 19/11/2015 – 19/11/2024]	

[Fixed row]

Requested content	General • Negative numbers are not allowed as reporting needs to be gross, not net figures. • Putting in zero would suggest that you have measured your emissions and that they are equal to zero.

	- Emissions estimates are acceptable, as long as there is transparency with regards to the estimation approach (what is estimated and how) and the data used for the analysis is adequate to support the objectives of the inventory. - For further information, please also see GHG Protocol Scope 2 Guidance. - For more detailed information beyond what is provided in this guidance and technical annexes, consult your electricity suppliers, carbon advisor, or verifier/assurer. End date (column 4) - The start date of each past year will be automatically assumed to be exactly 365 days before the listed date. For example, if you enter an end date of 31/12/2023, your start date will be automatically assumed to be 01/01/2023. Methodological details (column 5) - Include at least the measurement approach, emissions factors, inputs, and assumptions used to measure your Scope 2 emissions, and a rationale for your choices. - Summarize the details of any contractual instruments. Note for first-time responders - If you are a first-time responder, provide gross global Scope 2 emissions data for the current reporting year and up to five years prior to the current reporting year. - The number of past year rows that will appear is dependent on your selection in column 9 “Number of past reporting years you will be providing emissions data for” in 20.1. - Input the gross global Scope 2 emissions data for the current reporting year in the first row and work backwards from the current reporting year. - Ensure that the reporting period represents only one full year that has already passed. Reporting periods should not be in the future. This information is important for others to understand the time dimension of your disclosure. - Use the methodological details column to report relevant information regarding your organization's past Scope 2 emissions data. Note for restatements - If you have chosen to restate your organization’s gross global Scope 2 emissions data previously supplied to CDP (as indicated in column 9 “Number of past reporting years you will be providing emissions data for” in row “Scope 2 (indirect emissions from purchased electricity, heat, steam or cooling)” of 20.1), you may do so here. - The number of past year rows that will appear is dependent on your selection in column 9 “Number of past reporting years you will be providing emissions data for” in row “Scope 2 (indirect emissions from purchased electricity, heat, steam or cooling)” of 20.1. - Reporting recalculated figures for these years is optional. - All years Scope 2 emissions data needs to be entered in reverse order, with the current reporting year first, i.e. you should first input the current reporting year emissions data and work backwards from the most recent reporting year. - Ensure that the reporting period represents only one full year that has already passed. Reporting periods should not be in the future. This information is important for others to understand the time dimension of your disclosure. - Use the methodological details column to identify that this is restated data and the reason for the restatement. - For more information on restatements, see CDP’s technical note on restatements here.

Requested content – [sector] (if applicable)	Note for agricultural sector companies: • Scope 2 emissions from the use of electricity for agricultural/forestry, processing/manufacturing and/or distribution activities should be reported as Scope 2 emissions here.
Explanation of terms	• Electricity: In line with GHG Protocol, this term is used as shorthand for electricity, steam, and heating/cooling. Purchased electricity is defined as electricity that is purchased or otherwise brought into the organizational boundary of the company. Scope 2 emissions physically occur at the facility where electricity is generated. • Scope 2 emissions: Scope 2 emissions refer to indirect GHG emissions associated with any purchases of electricity, steam, heat, or cooling.

Additional information	• Scope 2 emissions: In many industries, indirect GHG emissions mostly occur from the generation of purchased electricity (and purchased heat, steam and cooling) consumed by the company, as per the GHG Protocol Corporate Standard. Non-energy-intensive companies are likely to have significantly higher Scope 2 figures than Scope 1 figures. The GHG Protocol highlights that "accounting for Scope 2 emissions allows companies to assess the risks and opportunities associated with changing electricity and GHG emissions cost."
	• What data is needed to measure scope 2 emissions?
	  o Typical sources of Scope 2 emissions relate to any equipment that consumes electricity (electrical engines, lights, buildings, etc), heat (heat in industrial processes, buildings, etc.), steam (industrial processes) and cooling (industrial processes, buildings).
	  o Emissions associated with the purchase and consumption of electricity, heat, steam and cooling can be calculated by multiplying your organization's activity data (e.g., the quantity of fuel consumed, typically expressed in MWh) by the fuel's emission factor for the production of electricity.
	    ▪ Your organization's activity data can be determined using Purchase receipts or utility bills, contract purchase or firm purchase records.
	    ▪ For information about CDP's current recommendations on what emission factor to use for electricity accounting, where you can find emission factors and the different types there are, please check the Technical Note "Accounting of Scope 2 emissions." Note that CH4 and C2O emissions should be included in the emissions factor.
	• What does metric tons CO2e mean?
	  o Metric tons of CO_2e (sometimes also displayed as "tCO2e") stands for metric tons of carbon dioxide equivalent. This unit is essential because it serves as a standardized measurement for quantifying greenhouse gas emissions.

Tags		
Authority Type	All requesters	
Environmental Issue (Theme)	Question level	CC only
Questionnaire Sector	Question level	All

(20.6) What was the % of revenue produced in the countries/areas reported in 14.7?

Question details	
Question dependencies	This question only appears if either "No" option was selected in column 1 and in the row "Scope 1 (direct emissions from owned or controlled activities)" or "Scope 2 (indirect emissions from purchased electricity, heat, steam or cooling)" of 20.1.
Change from last year	No change

Alignment with full questionnaire	New question
Rationale	In the case your organization is unable to report on both Scope 1 and Scope 2 emissions, this question allows data users to understand geographic breakout of revenue, a critical input for modelling emissions.
Response options	Please complete the following table:

1	2
Country/area	% of total revenue produced in country/area
Select from: • Country/area drop down list	Numerical field [enter a number from 0-100 using a maximum of 2 decimal places] %

[Add row]

Requested content	Country/area (column 1) • Organizations should add a row for each country/area they operate in (as reported in 14.7). • If you are unsure of how to respond, CDP recommends that you consult your accountant. % of total revenue produced in country/area (column 2) • Total % of revenue should sum to 100%.

Tags		
Authority Type	All requesters	
Environmental Issue (Theme)	Question level	CC only
Questionnaire Sector	Question level	All

(20.7) Account for your organization's gross global Scope 3 emissions, disclosing and explaining any exclusions.

Question details	
Question dependencies	This question only appears if either "Yes" option was selected in column 1 and in the row "Scope 3 (indirect emissions in upstream/downstream value chain)" of 20.1.
Change from last year	No change
Alignment with full questionnaire	Modified question (7.8)
Rationale	For most organizations, the majority of emissions occur in stages of the value chain beyond their direct operations. This question allows data users to gauge the thoroughness of organizations' accounting processes and to understand how organizations are analyzing their emissions footprints.
Response options	Please complete the following table:

0	1	2	3
Scope 3 category	Evaluation status	Emissions in reporting year (metric tons CO_2e)	Please explain
Purchased goods and services	Select from: • Relevant, calculated	Numerical field [enter a number	Text field [maximum 2,400 characters]

	• Relevant, not yet calculated • Not relevant, calculated • Not relevant, explanation provided • Not evaluated	from 0-999,999,999,999 using a maximum of 3 decimal places and no commas]	
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			
Other (upstream)			
Other (downstream)			

[Fixed row]

Requested content	General • You should complete every row of the table (with the exception of the last two rows "Other (upstream)" and "Other (downstream)" which are optional). • The columns that appear will depend on the selection made in column 1 "Evaluation status". • Note that the exclusion of specific sources of Scope 3 emissions should not be reported in this question, but instead in question 20.3.1. E.g. if you are excluding emissions from suppliers in a specific country/area, this should be reported in 20.3.1. Scope 3 category (column 0) • The categories of Scope 3 emissions have been taken from the Greenhouse Gas Protocol's Corporate Value Chain (Scope 3) Accounting and Reporting Standard, published in September 2011. Refer to the standard for information on the emissions sources that each category comprises and additional information on how to calculate these emissions. • If you use a generic tool to estimate your emissions, provide figures for the categories covered by the tool. Evaluation status (column 1)

	• This column should be completed for all Scope 3 categories, with the exception of "Other (upstream)" and "Other (downstream)" – these two rows should only be used if organizations have a source of Scope 3 emissions that is not provided in the categories above.
	• The evaluation status includes two components: whether a Scope 3 category is relevant to your business and whether you have calculated the emissions in that category. Relevance should be determined with reference to the GHG Protocol Scope 3 standard and CDP's Technical Note on the relevance of Scope 3 categories by sector – see Additional Information for the Scope 3 relevance criteria. Select from:
	  o Relevant, calculated - Select this option if the Scope 3 category is relevant to your business and you have calculated the emissions associated with at least part of it.
	  o Relevant, not yet calculated - Select this option if you are aware that the Scope 3 category is relevant to your business but you have not yet calculated the emissions associated with it.
	  o Not relevant, calculated - Select this option if you know that this Scope 3 category is not one of the most important for your business but as part of your Scope 3 work, you have been able to calculate the emissions associated with it.
	  o Not relevant, explanation provided - Select this option if you have investigated this Scope 3 category and have been able to determine that it is not relevant. This could be based on quantitative or qualitative investigations.
	  o Not evaluated - Select this option if you have not yet investigated this Scope 3 category and therefore do not know whether or not it is relevant for your business.
	• If you have used a generic tool to estimate your emissions, select "Relevant, calculated" for the categories you have included a figure for. Select "Not evaluated" for all other categories.
	
	Emissions in reporting year (metric tons CO2e) (column 2)
	• This column is only presented if "Relevant, calculated" or "Not relevant, calculated" is selected in column 1 "Evaluation status".
	• Negative numbers are not allowed as reporting needs to be gross, not net figures. Emission figures should be for the reporting year only.
	• Entering 0 implies that you have calculated the emissions associated with this category and they are equal to zero.
	
	Please explain (column 5)
	• Provide details regarding any other inputs or assumptions made in the measurement of Scope 3 emissions as well as inputs and assumptions used.
	• If you have used data from suppliers or value chain partners with different reporting periods, specify the period this data covers and why more recent data was not available. Also specify any relevant changes which have occurred since the data was collected.
	• For all transport-related emissions (i.e., those in Scope 3 category 4: "Upstream transportation and distribution", category 6: "Business travel", category 7 "Employee commuting" and category 9: "Downstream transportation and distribution"), indicate the life cycle stages covered in your calculation (e.g., Well-to-Wheel etc.). See the Explanation of Terms for more information.
	• For all Scope 3 categories that you have identified as "Not relevant, explanation provided" in the "Evaluation status" column, provide details of how you have reached the conclusion that the source is not relevant and include any qualitative or quantitative reasoning.
	• If you wish to provide additional context to any of the rows in the table, such as to explain why emissions have decreased or increased, you can also do that in this column.

Requested content – [sector] (if applicable)	Note for oil & gas and coal sector organizations: • CDP has produced sector-specific guidance for estimating Scope 3 category 11 (use of sold products) emissions for the Oil & Gas and Coal sectors. Note for financial services sector companies: • Portfolio, or financed, emissions are the absolute greenhouse gas emissions associated with a portfolio. They consist of emissions that occur at sources owned or controlled by other

	companies, but which are made possible because those companies are financed by the lending and investment (and insurance underwriting) of financial institutions. • As the majority of emissions occur in relation to financial products and services and/or investments, financed emissions, Scope 3 Category 15 "Investments" emissions as defined by the GHG Protocol as the most relevant category to financial services organizations. Use row "Scope 3 category 15: Investments" to provide your portfolio emissions, including emissions from banking (bank), investing (asset manager, asset owner) and insurance underwriting (insurance). Note for organizations responsible for the transportation (including maritime), storage, transmission and distribution of fossil fuels: • Scope 3 emissions from the handling of fossil fuels can be significant, as highlighted by the IEEFA. Therefore, organizations responsible for the transportation (including maritime), storage, transmission and distribution of fossil fuels should disclose emissions from the final use of these products as Scope 3 category 11 "Use of Sold Products". • Scope 3 category 11 emissions from fossil fuels should be calculated based on the throughput of fossil fuel products in your operations during the reporting year. • As per the ACT initiative's O&G Sector methodology, these emissions are a consequence of a organizations' activities even though the fossil fuels may not be owned by the organization and thus are included in Scope 3. • Please refer to the CDP Technical Note "Guidance methodology for the estimation of Scope 3 category 11 emissions for oil and gas companies" for further guidance Note for real estate sector organizations: • For real estate organizations, the categories that are likely to be highly relevant and should always be evaluated are: o Capital goods o Use of sold products o End-of-life treatment of sold products o Downstream leased assets • You may wish to refer to "Guide to Scope 3 Reporting in Commercial Real Estate" (UK Green Building Council, 2019) that has been specifically developed to build consensus and promote common approaches to reporting Scope 3 emissions. It aims to provide clarity on interpreting the GHG Protocol for commercial real estate companies and enable consistency in reporting across the sector. Note for capital goods sector organizations: • For capital goods organizations, the categories that are likely to be highly relevant and should always be evaluated are: o Purchased goods and services o Use of sold products o End-of-life treatment of sold products
Explanation of terms	• Scope 3 emissions: Scope 3 emissions are the result of activities from assets not owned or controlled by the reporting organization, but that the organization indirectly impacts in its value chain. • Well-to-Wheel (WTW): A Well-to-Wheel analysis considers both the emissions from the vehicle itself, but also the emissions from the process of extracting the fuel used to power the vehicle's engine. It can be subdivided into the Well-to-Tank (WTT) (energy provision) analysis and the Tank-to-Wheel (TTW) (vehicle efficiency) analysis. Compared to a full emissions Life Cycle Assessment (LCA), the production, maintenance, and disposal of the vehicle are not assessed.
Additional information	• Relevance criteria for Scope 3 emissions sources: Companies should not exclude any activity that would compromise the relevance of the reported inventory. The Corporate Value Chain (Scope 3) Accounting and Reporting Standard provides a list of criteria for determining relevance (Table 6.1, p61). Companies in one of CDP's high-impact sectors should also refer

	to CDP's Technical Note on the relevance of Scope 3 categories by sector, which identifies the relevant and most significant Scope 3 categories for each sector based on a review of literature and analysis of CDP 2021 data. • What does metric tons CO_2e mean? o Metric tons of CO_2e (sometimes also displayed as "tCO2e") stands for metric tons of carbon dioxide equivalent. This unit is essential because it serves as a standardized measurement for quantifying greenhouse gas emissions.

Tags		
Authority Type	All requesters	
Environmental Issue (Theme)	Question level	CC only
Questionnaire Sector	Question level	All

(20.7.1) Disclose or restate your Scope 3 emissions data for previous years.

Question details	
Question dependencies	This question only appears if you select "Yes" in response to the row "Scope 3 (indirect emissions in upstream/downstream value chain)" and in the column 8 "Indicate if you are providing emissions data for past reporting years" in 20.1.
Change from last year	No change
Alignment with full questionnaire	Modified guidance (7.8.1)
Rationale	A prerequisite for a meaningful emissions data comparison is a consistent data set over time. This question enables companies to restate Scope 3 emissions data previously supplied to CDP, for example to ensure that their historical data reflects their current organizational boundary. It also enables first-time responders to provide Scope 3 emissions data for the five years prior to the reporting year.
Ambition	Companies disclose Scope 3 emissions from previous years to enable tracking over time and to reflect changes that would otherwise compromise the consistency and relevance of the reported GHG emissions information.
Response options	Please complete the following table:

1	2	3	4	5	6
Year	End date	Scope 3: Purchased goods and services (metric tons CO_2e)	Scope 3: Capital goods (metric tons CO_2e)	Scope 3: Fuel and energy-related activities (not included in Scopes 1 or 2) (metric tons CO_2e)	Scope 3: Upstream transportation and distribution (metric tons CO_2e)
Past year 1 [Only appears if "1 year", "2 years", "3 years", "4 years" or "5 years" is selected in column 9 and row "Scope 3 (indirect emissions in upstream/downstream value chain)" of 20.1]	Date field [enter a date between 19/11/2015 – 19/11/2024]	Numerical field [enter a range of 0-999,999,999,999 using a maximum of 3 decimal places and no commas]	Numerical field [enter a range of 0-999,999,999,999 using a maximum of 3 decimal places and no commas]	Numerical field [enter a range of 0-999,999,999,999 using a maximum of 3 decimal places and no commas]	Numerical field [enter a range of 0-999,999,999,999 using a maximum of 3 decimal places and no commas]

Past year 2 [Only appears if “2 years”, “3 years”, “4 years” or “5 years” is selected in column 9 and row “Scope 3 (indirect emissions in upstream/downstream value chain)” of 20.1]	Date field [enter a date between 19/11/2015 – 19/11/2024]				
Past year 3 [Only appears if “3 years”, “4 years” or “5 years” is selected in column 9 and row “Scope 3 (indirect emissions in upstream/downstream value chain)” of 20.1]	Date field [enter a date between 19/11/2015 – 19/11/2024]				
Past year 4 [Only appears if “4 years” or “5 years” is selected in column 9 and row “Scope 3 (indirect emissions in upstream/downstream value chain)” of 20.1]	Date field [enter a date between 19/11/2015 – 19/11/2024]				
Past year 5 [Only appears if “5 years” is selected in column 9 and row “Scope 3 (indirect emissions in upstream/downstream value chain)” of 20.1]	Date field [enter a date between 19/11/2015 – 19/11/2024]				

7	8	9	10	11	12
Scope 3: Waste generated in operations (metric tons CO2e)	Scope 3: Business travel (metric tons CO2e)	Scope 3: Employee commuting (metric tons CO2e)	Scope 3: Upstream leased assets (metric tons CO2e)	Scope 3: Downstream transportation and distribution (metric tons CO2e)	Scope 3: Processing of sold products (metric tons CO2e)
Numerical field [enter a range of 0-999,999,999,999 using a maximum of 3 decimal places and no commas]	Numerical field [enter a range of 0-999,999,999,999 using a maximum of 3 decimal places and no commas]	Numerical field [enter a range of 0-999,999,999,999 using a maximum of 3 decimal places and no commas]	Numerical field [enter a range of 0-999,999,999,999 using a maximum of 3 decimal places and no commas]	Numerical field [enter a range of 0-999,999,999,999 using a maximum of 3 decimal places and no commas]	Numerical field [enter a range of 0-999,999,999,999 using a maximum of 3 decimal places and no commas]

13	14	15	16	17	18
Scope 3: Use of sold products (metric tons CO2e)	Scope 3: End of life treatment of sold products (metric tons CO2e)	Scope 3: Downstream leased assets (metric tons CO2e)	Scope 3: Franchises (metric tons CO2e)	Scope 3: Investments (metric tons CO2e)	Scope 3: Other (upstream) (metric tons CO2e)
Numerical field [enter a range of 0-999,999,999,999 using a maximum of 3 decimal places and no commas]	Numerical field [enter a range of 0-999,999,999,999 using a maximum of 3 decimal places and no commas]	Numerical field [enter a range of 0-999,999,999,999 using a maximum of 3 decimal places and no commas]	Numerical field [enter a range of 0-999,999,999,999 using a maximum of 3 decimal places and no commas]	Numerical field [enter a range of 0-999,999,999,999 using a maximum of 3 decimal places and no commas]	Numerical field [enter a range of 0-999,999,999,999 using a maximum of 3 decimal places and no commas]

19	20
Scope 3: Other (downstream) (metric tons CO2e)	Comment
Numerical field [enter a range of 0-999,999,999,999 using a maximum of 3 decimal places and no commas]	Text field [maximum 2,400 characters]

[Fixed row]

Requested content	General • Emissions must be reported in gross, not net figures. Therefore, negative numbers are not allowed. • Entering zero suggests that you have measured your emissions and that they are equal to zero.

	• Enter data for all Scope 3 categories for which emissions have been calculated for the reporting period specified in column 2 "End date". If you have not calculated emissions for a Scope 3 category for that reporting period, leave the corresponding column blank. • Ensure that the reporting period represents only one full year that has already passed. Reporting periods should not be in the future. This information is important for others to understand the time dimension of your disclosure. • Emissions estimates are acceptable, as long as there is transparency with regard to the estimation approach (what is estimated and how) and the data used for the analysis is adequate to support the objectives of the inventory. If applicable to your organization's reporting of Scope 3 emissions, please outline this in the comment column. End date (column 2) • The start date of each past year will be automatically assumed to be exactly 365 days before the listed date. For example, if you enter an end date of 31/12/2023, your start date will be automatically assumed to be 01/01/2023. Note for first time responders • If you are a first-time responder, please provide gross global Scope 3 emissions data for up to five years prior to the current reporting year. • The number of past year rows that will appear is dependent on your selection in column 9 "Number of past reporting years you will be providing emissions data for" and row "Scope 3 (indirect emissions in upstream/downstream value chain)" of 20.1. • Input Scope 3 emissions data for the year prior to the current reporting year in the first row and work backwards. • Use the comment column to report relevant information regarding your organization's past Scope 3 emissions data, such as the emissions calculation methodologies used, and an indication of the proportion of emissions calculated using data obtained from suppliers or value chain partners. Note for restatements • If you have chosen to restate your organization's gross global Scope 3 emissions data previously supplied to CDP (as indicated in column 9 "Number of past reporting years you will be providing emissions data for" in row "Scope 2 (indirect emissions from purchased electricity, heat, steam or cooling)" of 20.1), you may do so here. The number of past year rows that will appear is dependent on your selection in column 9 "Number of past reporting years you will be providing emissions data for" and row "Scope 3 (indirect emissions in upstream/downstream value chain)" of 20.1. • Reporting recalculated figures for these years is optional. • Restated Scope 3 emissions data needs to be entered in reverse order i.e. you should work backwards from the most recent reporting year. • Use the comment column to identify that this is restated data and the reason for the restatement. • For more information on restatements see the CDP technical note on restatements here.
Requested content – [sector] (if applicable)	Note for financial services sector companies: • Portfolio, or financed, emissions are the absolute greenhouse gas emissions associated with a portfolio. They consist of emissions that occur at sources owned or controlled by other companies, but which are made possible because those companies are financed by the lending and investment (and insurance underwriting) of financial institutions. • As the majority of emissions occur in relation to financial products and services and/or investments, financed emissions, Scope 3 Category 15 "Investments" emissions as defined by the GHG Protocol as the most relevant category to financial services organizations. Use column 17 "Scope 3: Investments (metric tons CO2e)" to provide your portfolio emissions, including emissions from banking (bank), investing (asset manager, asset owner) and insurance underwriting (insurance).

Explanation of terms	• Scope 3 emissions: Scope 3 emissions are the result of activities from assets not owned or controlled by the reporting organization, but that the organization indirectly impacts in its value chain.

Tags		
Authority Type	All requesters	
Environmental Issue (Theme)	Question level	CC only
Questionnaire Sector	Question level	All

(20.8) Indicate the verification/assurance status that applies to your reported emissions.

Question details	
Question dependencies	This question only appears if "Yes, we use tailored in-house or paid-for resources to calculate them" option is selected in column 1 of each row in 20.1
Change from last year	No change
Alignment with full questionnaire	Modified question (7.9)
Rationale	CDP supports verification and assurance as good practice in environmental reporting. This question gives data users further confidence in the accuracy of the data reported.
Response options	Please complete the following table:

1	2	3
Scope	Verification/assurance status	Attach verification evidence/report (optional)
Scope 1 (direct emissions from owned or controlled activities)	Select from: • No third-party verification or assurance • Third-party verification or assurance process in place	[Attachment functionality]
Scope 2 (location-based or market-based indirect emissions from purchased electricity, heat, steam or cooling)	Select from: • No third-party verification or assurance • Third-party verification or assurance process in place	[Attachment functionality]
Scope 3 (indirect emissions in upstream/downstream value chain)	Select from: • No third-party verification or assurance • Third-party verification or assurance process in place	[Attachment functionality]

[Fixed row]

Requested content	General • It is recognized that for some organizations, the verification/assurance schedule is out of synchronization with the CDP disclosure process and therefore it is difficult to complete the verification/assurance process before the CDP deadline. In addition, verification/assurance processes may occur every two years (biennial verification) or every three years (triennial verification). Where this is the case, you should select "Third-party verification or assurance process in place".
Explanation of terms	• Scope 1 emissions: Scope 1 emissions refer to direct greenhouse gas (GHG) emissions that occur from sources that are controlled or owned by an organization. • Scope 2 emissions: Scope 2 emissions refer to indirect GHG emissions associated with any purchases of electricity, steam, heat, or cooling.

	• Scope 3 emissions: Scope 3 emissions are the result of activities from assets not owned or controlled by the reporting organization, but that the organization indirectly impacts in its value chain.
Additional information	• Annual, biennial and triennial processes: If in the year the verification is completed (for example, Year 3), the data for all sources during the full cycle is verified (for example year 1, 2, and 3) the company can report 100% verification and should attach the verification statements that cover the emissions for all three years. This would be considered a triennial process. • Annual processes: Not all processes taking place over three years will be considered a triennial process. • Another example of a yearly process is when one third of the sources is verified every year. Under this scenario, in Year 3 only 1/3 of the sources are verified, with the second third verified in Year 2, and the remaining third in Year 1. The company should report this as a yearly process where 33% of the sources are verified. Likewise, where a company has 1/3 of their emissions verified every year this is an annual process. • CDP regards verification/assurance as a process undertaken by an independent third party accredited to perform verification/assurance of the GHG emissions data. Please only state that you have had or are having verification/assurance carried out if it is by an independent third party accredited to perform verification/assurance of GHG data. CDP does not prescribe companies' choice of specific verification/assurance providers. However, companies searching for a provider may want to consult our list of accredited verification partners: Learn more about CDP solution providers offering third party verification services here.

Tags		
Authority Type	All requesters	
Environmental Issue (Theme)	Question level	CC only
Questionnaire Sector	Question level	All

(20.9) How do your gross global emissions (Scope 1 and 2 combined) for the reporting year compare to those of the previous reporting year?

Question details	
Question dependencies	This question only appears if any "Yes" option was selected in the rows "Scope 1 (direct emissions from owned or controlled activities)" or "Scope 2 (indirect emissions from purchased electricity, heat, steam or cooling)" in column 1 of 20.1
Change from last year	No change
Alignment with full questionnaire	Modified question (7.10, 7.10.1)
Rationale	Investors and data users are interested in understanding whether companies are successfully reducing their emissions year over year. When investigating how year-on-year gross global emissions (Scope 1 + 2 combined) have changed, data users are also interested in gaining insight into factors than have contributed to these changes.
Response options	Please complete the following table:

1	2	3
How do your gross global emissions (Scope 1 and 2 combined) for the reporting year compare to those of the previous reporting year?	Reason	Please explain
Select from: • Increased • Decreased	Select all that apply: • Change in renewable energy consumption	Text field [maximum 2,000 characters]

• Remained the same overall • This is our first year of reporting, so we cannot compare to last year	• Other emissions reduction activities • Divestment • Acquisitions • Mergers • Change in output • Change in methodology • Change in boundary • Change in physical operating conditions • Unidentified • Other	

[Fixed row]

Requested content	How do your gross global emissions (Scope 1 and 2 combined) for the reporting year compare to those of the previous reporting year? (column 1)
	• The change in emissions can be calculated using the following formulas:
	  o Total gross Scope 1+2 emissions for the current reporting year – previous year's total gross Scope 1+2 emissions = total change in emissions
	  o (Total change in emissions / previous year's total gross Scope 1+2 emissions) * 100 = % total change in emissions
	• If the resulting figure is negative, then your organization's overall emissions decreased compared to the previous year. If the resulting figure is positive, overall emissions have increased compared to the previous year. If the resulting figure is equal to zero, overall emissions have not changed compared to the previous year.
	• In this context your Scope 1 and Scope 2 emissions are the figures supplied in response to questions 20.4 and 20.5.
	• The previous year compared should apply to the 12-month period directly prior to the reporting period.
	
	Reason (column 2)
	• Change in renewable energy consumption: Report the change in your organization's emissions because of the consumption of self-generated or purchased renewable energy.
	  o In cases where you have renewable energy, you may include this on the provision that you have accounted for those renewable energy purchases in your market-based Scope 2 figure reported in 20.5 and the purchases reported here were additional purchases in the reporting year.
	  o Due to the change in accounting practices around Scope 2 with the addition of Scope 2 market-based emissions and low-carbon energy, companies may see their Scope 2 emissions decrease. Any change in Scope 2 emissions due to the change in accounting method from Scope 2 location-based to Scope 2 market-based should not be reported here, but rather by selecting "Change in methodology".
	• Other emissions reduction activities: This refers to changes in emissions that have occurred because of proactive emissions reduction initiatives or activities other than those caused by a change in renewable energy consumption (which should be reported by selecting the option 'Change in renewable energy consumption').
	• Divestment: This refers to changes that occur as a result of selling off certain aspects of the businesses.
	• Acquisitions: This refers to changes that occur as a result of purchasing or obtaining another company/subsidiary/facility.
	• Mergers: This refers to changes that occur as a result of business mergers.
	• Change in output: This refers to changes that occur as a result of changes (increases or decreases) in your business output (i.e. a product or service); this could be, for example,

	organic growth, purchase of additional facilities due to business expansion, declines in sales due to a global recession, or release of a new product. • Change in methodology: This refers to changes that occur due to modifications in the way that the inventory is calculated, for example, changes in emissions factors used or changes in methodology protocol followed. Companies that have amended their Scope 2 emissions figure as a result of the changes in Scope 2 accounting practices for low carbon energy should report this here. • Change in boundary: This refers to changes in the boundary used for your inventory calculation, i.e. changing from financial control to operational control. This option could also apply if you have incorporated facilities into your inventory that were excluded in previous years. • Change in physical operating conditions: This refers to changes in weather that have a significant influence on how the company operates, but that cannot be accounted for under the other options available, e.g. increase production of hydroelectricity because of increased rainfall. • Unidentified: Choose this option if you are not able to identify the reason for the change in emissions from year to year. • Other: Other alternative reason(s) for the change. Where you have used this option, please provide details of the reason(s) for the change in the 'Please explain' column.
Explanation of terms	• Scope 1 emissions: Scope 1 emissions refer to direct greenhouse gas (GHG) emissions that occur from sources that are controlled or owned by an organization. • Scope 2 emissions: Scope 2 emissions refer to indirect GHG emissions associated with any purchases of electricity, steam, heat, or cooling.
Example response	See below:

How do your gross global emissions (Scope 1 and 2 combined) for the reporting year compare to those of the previous reporting year?	Reason	Please explain
• Increased	• Other emissions reduction activities • Change in output	Our gross global emissions (Scope 1 + 2) for this reporting year are 208 metric tons of CO_2e. Our gross global emissions for the previous reporting year were 200 metric tons of CO_2e. This means that the total change in our emissions was 8 metric tons of CO_2e, equal to a 4% increase, according to the formula in the requested content, above: (8/200) * 100 = 4%. The change from 200 to 208 metric tons is attributed to two reasons: 1) an estimated reduction of 4 metric tons of CO_2e achieved due to emissions reduction activities implemented during the year; and 2) an increase in 12 metric tons of CO_2e emissions due to increased production (i.e. a change in output). If no measures had been introduced, increased demand leading to increase output would have generated an extra 6% more of emissions.

Tags		
Authority Type	All requesters	
Environmental Issue (Theme)	Question level	CC only
Questionnaire Sector	Question level	All

Emissions Breakdown

(20.10) Break down your total gross global Scope 1 emissions by business activity.

Question details	
Question dependencies	This question only appears if "Yes, we use tailored in-house or paid-for resources to calculate them" was selected in column 1 and in the row "Scope 1 (direct emissions from owned or controlled activities)" of 20.1.
Change from last year	No change
Alignment with full questionnaire	No change (7.17.3)
Rationale	Reporting emissions by activity allows a more in-depth understanding of business risks related to future regulation and climate-related issues, and allows organizations to identify potential opportunities to reduce emissions associated with operational activities.
Response options	Please complete the following table. You are able to add rows by using the "Add Row" button at the bottom of the table.

1	2
Activity	Scope 1 emissions (metric tons CO2e)
Text field [maximum 500 characters]	Numerical field [enter a range of 0-999,999,999,999 using a maximum of 3 decimal places and no commas]

[Add row]

Requested content	
	Activity (column 1) • Using no more than 500 characters, state the activity you are disclosing Scope 1 emissions for. • To facilitate comparability of data between companies, you are asked to report a breakdown of your activities using language that would be clear to someone outside of your organization and avoid using company-specific terminology. • Relevant activities are defined by the reporting company and could include stationary combustion, mobile combustion (transport), fugitive emissions, process activities, office activities, etc. These activities can take place over multiple business divisions, countries, or facilities. o Reporting by activity allows a more in-depth understanding of business risk related to future regulation. o The level of aggregation of activities should be set so that it is meaningful to investors or customers viewing your response. o Each activity should be broken down to a level granular enough to provide a data user with a relevant and complete understanding of your company's activities and how these contribute to your emissions profile. Scope 1 emissions (metric tons CO_2e) (column 2) • Report your organization's greenhouse gas emissions in CO_2-equivalent for the activity stated in column 1. • Negative numbers are not allowed as organizations are to report gross, not net figures. • Emissions figures should be for the reporting year only (as defined by your answer to 14.4).

Tags		
Authority Type	All requesters	
Environmental Issue (Theme)	Question level	CC only
Questionnaire Sector	Question level	All

(20.11) Break down your total gross global Scope 2 emissions by business activity.

Question details	
Question dependencies	This question only appears if "Yes, we use tailored in-house or paid-for resources to calculate them" was selected in column 1 and in the row "Scope 2 (indirect emissions from purchased electricity, heat, steam or cooling)" of 20.1.
Change from last year	No change
Alignment with full questionnaire	No change (7.20.3)
Rationale	Reporting emissions by activity allows a more in-depth understanding of business risks related to future regulation and climate-related issues, and allows organizations to identify potential opportunities to reduce emissions associated with operational activities.
Response options	Please complete the following table. You are able to add rows by using the "Add Row" button at the bottom of the table.

1	2	3
Activity	Scope 2, location-based (metric tons CO2e)	Scope 2, market-based (metric tons CO2e)
Text field [maximum 500 characters]	Numerical field [enter a number from 0-99,999,999,999 using a maximum of 3 decimal places and no commas]	Numerical field [enter a number from 0-99,999,999,999 using a maximum of 3 decimal places and no commas].

[Add row]

<table>
<tr><td>Requested content</td><td>Activity (column 1)

Using no more than 500 characters, disclose the activity you are disclosing Scope 2 emissions for.
To facilitate comparability of data between companies, you are asked to report a breakdown of your activities using language that would be clear to someone outside of your organization and avoid using company-specific terminology.
Relevant activities should be defined by the reporting company but could include process activities, office activities etc. These activities can take place over multiple business divisions, countries/areas or facilities.

Reporting by activity allows a more in depth understanding of business risk to future regulation.
The level of aggregation of activities should be set so it is meaningful to investors or customers viewing your response.
Each activity should be broken down to a level granular enough to provide a data user with a relevant and complete understanding of your company's activities and how these contribute to your emissions profile.

Scope 2, location-based (metric tons CO_2e) (column 2)

Report your organization's Scope 2 emissions in CO_2e for the activity reported in column 1, on a location-based method, i.e. reflecting the average emissions intensity of grids on which energy consumption occurs.
Negative numbers are not allowed as organizations are to report gross, not net figures.
Emissions figures should be for the reporting year only (as defined by your answer to 14.4).
</td></tr>
</table>

	Scope 2, market-based (metric tons CO_2e) (column 3) • Report your organization's Scope 2 emissions in CO_2e for the activity reported in column 1, on a market-based method, i.e. reflecting emissions from electricity that companies have purposefully chosen (or their lack of choice). • Negative numbers are not allowed as organizations are to report gross, not net figures. • Emissions figures should be for the reporting year only (as defined by your answer to 14.4).

Tags		
Authority Type	All requesters	
Environmental Issue (Theme)	Question level	CC only
Questionnaire Sector	Question level	All

(20.12) Allocate your emissions to your customers listed below according to the goods or services you have sold them in this reporting period.

Question details	
Change from last year	Modified question
Alignment with full questionnaire	Minor change (7.26)
Rationale	This information provides clarity to requesting Supply Chain members on the emissions associated with goods and products sold to them over the reporting year. This supports transparency in emissions allocations, verification of these emissions allocations and methodologies used. This question also provides transparency regarding how data was acquired and used to derive emissions values allocated to requesting Supply Chain members.
Response options	Please note that this table is designed so that only the customer that you select in column 1 ("Requesting member") will be able to see the data relevant to them. If you enter an answer without selecting a requesting member, your answer will not be viewable at all. Please complete the following table. The table is displayed over several rows for readability. You are able to add rows by using the "Add Row" button at the bottom of the table.

1	2	3	4	5	6	7	8
Requesting member	Scope of emissions	Scope 3 category(ies)	Allocation level	Allocation level detail	Allocation method	Unit for market value or quantity of goods/services supplied	Market value or quantity of goods/services supplied to the requesting member (numerator)
Select from: • Member drop-down list	Select from: • Scope 1 • Scope 2: location based • Scope 2: market based • Scope 2: approach unknown • Scope 3	Select all that apply: • Category 1: Purchased goods and services • Category 2: Capital goods • Category 3: Fuel-and-energy-related activities (not included in Scopes 1 or 2)	Select from: • Company wide • Business unit (subsidiary company) • Facility • Commodity	Text field [maximum 500 characters]	Select from drop-down list below	Select from drop-down list below	Numerical field [enter a number from 0-999,999,999,999,999 using a maximum of 4 decimal places]

		• Category 4: Upstream transportation and distribution • Category 5: Waste generated in operations • Category 6: Business travel • Category 7: Employee commuting • Category 8: Upstream leased assets • Category 9: Downstream transportation and distribution • Category 10: Processing of sold products • Category 11: Use of sold products • Category 12: End-of-life treatment of sold products • Category 13: Downstream leased assets • Category 14: Franchises • Category 15: Investments • Other (upstream) • Other (downstream)					

9	10	11	12	13	14
Emissions in metric tons of CO_2e	Uncertainty (± %)	Major sources of emissions	Allocation verified by a third party?	Please explain how you have identified the GHG source, including major limitations to this process and assumptions made	Where published information has been used, please provide a reference.
Numerical field [enter a number from 0-999,999,999,999,999 using a maximum of 4 decimal places]	numeric field from 0-999	Text field [maximum 2,500 characters]	Select from: • Yes • No	Text field [maximum 5,000 characters]	Text field [maximum 5,000 characters]

[Add row]

Allocation method (column 6)	
• Allocation not necessary due to type of primary data available • Allocation not necessary as secondary data used • Allocation based on mass of products purchased • Allocation based on the volume of products purchased • Allocation based on the energy content of products purchased • Allocation based on the chemical content of products purchased	• Allocation based on the number of units purchased • Allocation based on area • Allocation based on another physical factor • Allocation based on the market value of products purchased • Other allocation method, please specify

Unit for market value or quantity of goods/services supplied (column 7)	
• Currency • Kilograms • Pounds (lb) • Metric tons • Gallons • Liters • Cubic feet • Cubic meters	• Square meters • Hectares • Megawatt hours (MWh) • Full time equivalents (FTE) • Hours • Kilometers • Passenger kilometers • Other unit, please specify

Requested content	General • Note: Disclosers must check that the Requesting members presented in this table are correct for their organization for the reporting period. Scope of emissions (column 2) • Use this column to specify which scope of your emissions you are allocating to your customers. Note that emissions that you allocate will be your customers' Scope 3 emissions, however it is up to your customer to allocate your organization's emissions into a specific Scope 3 category. You should only be allocating the emissions you stated in 20.4, 20.5, 20.7. You can allocate either direct emissions from your company boundary (your Scope 1) or indirect emissions (your Scope 2 and 3). An explanation of defining Scopes 1, 2 and 3 can be found in the GHG Protocol Corporate Standard and the GHG Corporate Value Chain (Scope 3) Standard. • If you are able to, specify whether you are allocating your Scope 2 location-based, or your Scope 2 market-based figure. Companies are only required to allocate one Scope 2 figure. Scope 3 categories (column 3) • This column only appears if you select "Scope 3" in column 2 "Scope of emissions". Allocation level detail (column 5) • This column only appears if you select "Business Unit (subsidiary company)" or "Facility" in column 4 "Allocation level". Allocation method (column 6) • Select the method your organization has used to attribute emissions to the requesting customer. • Allocation based on mass, volume, energy content, chemical content, number of units and/or area of products purchased fall under "physical allocation"; market value of products purchased falls under "economic allocation." • If "Allocation not necessary due to type of primary data available" or "Allocation not necessary as secondary data used", are selected, the calculation columns will not be presented. Unit for market value or quantity of goods/services supplied (column 7)

	• Your selection in this column should align with the previous column, "Allocation method". For example, if "Allocation based on the area of products purchased" is selected, the unit may be cubic feet, cubic meters, square meters, or hectares. Or, if "Allocation based on the market value of products purchased" is selected, the unit will be "Currency"
	    o If "currency" is selected, the figure provided in column 8 "Market value or quantity of goods/services supplied to the requesting member" should be in the same currency that you selected in question 14.2 for all financial information disclosed throughout your response.
	
	Market value or quantity of goods/services supplied to the requesting member (numerator) (column 8)
	• Report the unit of goods/services provided to the customer.
	• If you provide multiple goods/services that do not share a common unit, provide the market value of the goods and/or services supplied.
	
	Emissions in metric tons of CO2e (column 9)
	• Specify the metric tons of CO2e you are allocating to your customer for the scope given in column 2 "Scope of emissions".
	
	Major sources of emissions (column 11)
	• Describe significant sources of emissions for which you have provided a figure. The following list of examples is non-exhaustive:
	    o Scope 1 emissions may be equipment in which fuel is burnt to provide heat (e.g. ovens, driers or kilns); emissions from organization owned or controlled vehicles; emissions from production processes e.g. in cement manufacture;
	    o Scope 2 emissions may include electricity used to power production lines, lighting in offices, electricity for data centers, etc.; and
	    o Scope 3 covers a broader range of possible sources. For example, the "Scope 3, Business travel" category would include air travel for organization employees; the "Scope 3, Capital goods" category would include the manufacture of steel to make heavy machinery or infrastructure; and the "Scope 3, Waste generated in operations category" would include emissions from out-sourced treatment of organic waste.
	
	Please explain how you have identified the GHG source, including major limitations to this process and assumptions made (column 13)
	• Organizations often have many different sources of emissions and this question seeks to understand how you have selected major emission sources.
	• The GHG Protocol Corporate Standard states companies should report on all emissions within their chosen organizational boundary. This defines the sources of emissions on which you are going to report. There are three options: sources in which the organization has an equity share; sources over which the organization has financial control; sources over which the company has operational control. If you exclude any sources within the boundary, you are asked to disclose and justify those exclusions.
	• However, it may be that you have been limited by your knowledge of potential emission sources or made assumptions about which sources were the largest. Or alternatively, that certain sources do not play a role for the specific products your customers are purchasing from you. Please explain the thinking behind your selection including the difficulties that you encountered.
	
	Where published information has been used, please provide a reference(s) (column 14)
	• To allocate emissions to your customer you may have used your own (primary) data in answering this question. Alternatively, you may have relied on publications that give industry-average (secondary) data for particular materials or processes or you may have used a mixture of both. In order to make the origin of the data clear, provide references where published information has been used, as well as flag where they have been used.

Additional information	For further information on allocation methods and dividing emissions of different goods and services between your respective customers, see Chapter 8 (page 86) of the [GHG Protocol Corporate Value Chain (Scope 3) Accounting and Reporting Standard.]()

Tags		
Authority Type	Supply Chain	
Environmental Issue (Theme)	Question level	CC only
Questionnaire Sector	Question level	All

(20.13) What are the challenges in allocating emissions to different customers, and what would help you to overcome these challenges?

Question details	
Change from last year	No change
Alignment with full questionnaire	No change (7.27)
Rationale	The purpose of this question is to provide your customers with insights about the challenges in assigning specific emissions to them from your products or services. In certain cases, it might be that specific solutions can be found between you and your customer to overcome those challenges.
Response options	Please complete the following table. You are able to add rows by using the “Add Row” button at the bottom of the table.

1	2
Allocation challenges	Please explain what would help you overcome these challenges
Select from: • Diversity of product lines makes accurately accounting for each product/product line cost ineffective • Customer base is too large and diverse to accurately track emissions to the customer level • Managing the different emission factors of diverse and numerous geographies makes calculating total footprint difficult • Doing so would require we disclose business sensitive/proprietary information • We face no challenges • Other, please specify	Text field [maximum 2,500 characters]

[Add row]

Requested content	General • Your answer to this question will be visible by all parties with access to your response.

Tags		
Authority Type	Supply Chain	
Environmental Issue (Theme)	Question level	CC only
Questionnaire Sector	Question level	All

(20.14) Do you plan to develop your capabilities to allocate emissions to your customers in the future?

Question details	
Change from last year	No change
Alignment with full questionnaire	No change (7.28)
Rationale	This question aims to provide your customers with insights and transparency into how you aim to develop your capabilities to allocate emissions to them, and thus allow them to gain a greater understanding of the emissions and/or energy intensity of the goods/services that you provide to them.
Response options	Please complete the following table:

1	2	3	4
Do you plan to develop your capabilities to allocate emissions to your customers in the future?	Describe how you plan to develop your capabilities	Primary reason for no plans to develop your capabilities to allocate emissions to your customers	Explain why you do not plan to develop capabilities to allocate emissions to your customers
Select from: • Yes • No	Text field [maximum 5,000 characters]	Select from: • Lack of internal resources, capabilities, or expertise (e.g., due to organization size) • No standardized procedure • Not an immediate strategic priority • Judged to be unimportant or not relevant • Capabilities to allocate emissions to customers already maximized • Other, please specify	Text field [maximum 5,000 characters]

[Fixed row]

Requested content	• Describe how you plan to develop your capabilities (column 2) • This column only appears if you select "Yes" in column 1. • Provide a description of how your organization plans to develop its capabilities to allocate emissions to its customers in the future. Explain why you do not plan to develop capabilities to allocate emissions to your customers (column 4) • This column only appears if you select "No" in column 1. • Include in your answer details of: o Why you do not plan to develop capabilities to allocate emissions to your customers; o The barriers that your organization faces that prevent it from allocating emissions to your customers; and; o Potential circumstances that might encourage your organization to develop capabilities to allocate emissions to your customers.

Tags		
Authority Type	Supply Chain	
Environmental Issue (Theme)	Question level	CC only
Sector	Question level	All

Energy-Related Activities

(20.15) Does your organization break down its electricity consumption by country/area.

Question details	
Change from last year	No change
Rationale	In case your organization is unable to report on emissions, electricity consumption is a critical input for modeling emissions. Additionally, breaking down electricity consumption to the country/area level is useful to data users, as this is often the level at which energy-related legislation is introduced. Data from this question can help guide the development of energy-related legislation.
Response options	Select from: • Yes • No

Tags		
Authority Type	All requesters	
Environmental Issue (Theme)	Question level	CC only
Questionnaire Sector	Question level	All

(20.15.1) Provide a breakdown by country/area of your purchased or acquired electricity consumption in MWh.

Question details	
Question dependencies	This question only appears if you select "Yes" in 20.15.
Change from last year	Modified guidance
Alignment with full questionnaire	Modified question (7.30.1, 7.30.16)
Rationale	Given the importance of electricity consumption in emissions accounting, this question provides transparency to data users on the consumption of electricity by the organization. It is also an essential input for modelling emissions.
Response options	Please complete the following table.

1	2	3	4	5
Country/area	MWh from renewable sources	MWh from non-renewable sources	Total (renewable + non-renewable) MWh [auto-calculated]	Comment
Select from: • Country/area dropdown list	Numerical field [enter a number from 0 to 9,999,999,999 using up to 2 decimal places and no commas]	Numerical field [enter a number from 0 to 9,999,999,999 using up to 2 decimal places and no commas]	Numerical field – auto-calculated	Text field [maximum 2,500 characters]

[Add row]

Requested content	General

<table>
<tr><td></td><td>

- Further guidance on unit conversion is available in the following Technical Note: "Conversion of fuel data to MWh".
- If you only have electricity consumption data on part of your operations, you may extrapolate the rest, but include a note in column 4 "Comment".
- For more information on fuel definitions, please view the CDP Technical Note: Fuel Definitions.

Country/area (column 1)

- Organizations should add a row for each country/area they operate in (as reported in 14.7).
- You should include consumption from both purchased/acquired energy in this question. Energy that is purchased but not physically consumed (e.g. traded power, financial instruments), should not be included here.
- Energy consumption figures should be for the reporting year only (as defined by your answer to 14.4).

MWh from renewable sources (column 2)

- Waste energy should not be included if it is derived from fossil fuels.
- Hydrogen should not be included if it is derived from fossil fuels.

MWh from non-renewable sources (column 3)

- Any source not identified as deriving from renewable sources should be entered, e.g. coal, oil, natural gas, etc.
- Consumption of purchased or acquired electricity from nuclear sources should be included.

Total (renewable + non-renewable) MWh [auto-calculated] (column 4)

- This field is auto-calculated using your response in column 1 "MWh from renewable sources" and column 2 "MWh from non-renewable sources". Please ensure that both fields are filled out.

Comment (column 5)

- Ensure to include any comments about calculation methodology, data extrapolations, assumptions, etc.

</td></tr>
<tr><td>Explanation of terms</td><td>

- Biomass: any organic matter, i.e. biological material, available on a renewable basis. Includes feedstock derived from animals or plants, such as wood and agricultural crops, and organic waste from municipal and industrial sources. Biomass fuels should be sustainably sourced and certified where possible, and include:
    - Solid biofuels: solid fuels derived from biomass. Includes feedstock derived from animals or plants, such as wood and agricultural crops, and organic waste from municipal and industrial sources.
    - Biogas: a mixture of methane (CH_4) and carbon dioxide (CO_2) used as fuel and produced by bacterial degradation of organic matter or through gasification of biomass.
    - Liquid biofuels: liquid fuels derived from biomass such as ethanol and biodiesel.
- Renewable energy: Energy taken from sources that are inexhaustible, e.g. wind, water, solar, geothermal energy and sustainable biofuels (adapted from the GHG protocol, 2004).

</td></tr>
</table>

Tags		
Authority Type	All requesters	
Environmental Issue (Theme)	Question level	CC only
Questionnaire Sector	Question level	All

(20.15.2) Report your organization's consumption of purchased or acquired electricity in MWh.

Question details	
Question dependencies	This question only appears if you select "No" in column 1 in 20.15.
Change from last year	Modified guidance
Alignment with full questionnaire	Modified question (7.30.1)
Rationale	Given the importance of electricity consumption in emissions accounting, this question provides transparency to data users on the consumption of electricity by the organization. It is also an essential input for modelling emissions.
Response options	Please complete the following table.

1	2	3	4
MWh from renewable sources	MWh from non-renewable sources	Total (renewable + non-renewable) MWh [auto-calculated]	Comment
Numerical field [enter a number from 0 to 9,999,999,999 using up to 2 decimal places and no commas]	Numerical field [enter a number from 0 to 9,999,999,999 using up to 2 decimal places and no commas]	Numerical field – auto-calculated	Text field [maximum 2,500 characters]

[Fixed row]

Requested content	General • Figures you provide should be for the reporting year only (as defined by your answer to 14.4). • You should enter all energy data in Megawatt-hours (MWh). If your raw data is in energy units other than MWh, such as Giga-Joules (GJ) or British Thermal Units (Btu), then you should convert to MWh. For e.g., 1 Giga-Joule (GJ) = 0.277778 MWh, so if your data is in GJ then should multiply your data by 0.277778. If your data is in million Btu, then you need to multiply your data by 0.29307. • Conversion factors from other energy units are available from a variety of online calculation tools, including from IEA and OnlineConversion.com, or from conversion tables such as those in EPA AP-42 (Annex A). • If your raw data is in volume units, e.g. cubic feet or gallons, or in mass units, e.g. kilograms (kg) or pounds (lb), then you should convert to energy units using factors for fuel heating/calorific values. These are available from numerous sources, including the below: • IPCC Guidelines for National GHG Inventories (Volume 2, Table 1.2, p1.18-1.19) • Further guidance on unit conversion is available in the following Technical Note: "Conversion of fuel data to MWh". • If you only have electricity consumption data on part of your operations, you may extrapolate the rest, but include a note in the "Comment" section (column 5). • For more information on fuel definitions, view the CDP Technical Note: Fuel Definitions. MWh from renewable sources (column 1)

	• Waste energy should not be included if it is derived from fossil fuels. • Hydrogen should not be included if it is derived from fossil fuels. MWh from non-renewable sources (column 2) • Any source not identified as deriving from renewable sources should be entered, e.g. coal, oil, natural gas, etc. • Consumption of purchased or acquired electricity from nuclear sources should be included. Total (renewable + non-renewable) MWh (column 4) • This field is auto-calculated using your response in column 1 "MWh from renewable sources" and column 2 "MWh from non-renewable sources". Please ensure that both fields are filled out. Comment (column 5) • Ensure to include any comments about calculation methodology, data extrapolations, assumptions, etc.

Explanation of terms	• Biomass: any organic matter, i.e. biological material, available on a renewable basis. Includes feedstock derived from animals or plants, such as wood and agricultural crops, and organic waste from municipal and industrial sources. Biomass fuels should be sustainably sourced and certified where possible, and include:
	  o Solid biofuels - solid fuels derived from biomass. Includes feedstock derived from animals or plants, such as wood and agricultural crops, and organic waste from municipal and industrial sources.
	  o Biogas - a mixture of methane (CH4) and carbon dioxide (CO2) used as fuel and produced by bacterial degradation of organic matter or through gasification of biomass.
	  o Liquid biofuels - liquid fuels derived from biomass such as ethanol and biodiesel.
	• Renewable energy: Energy taken from sources that are inexhaustible, e.g. wind, water, solar, geothermal energy and sustainable biofuels (adapted from the GHG protocol,2004).

Tags		
Authority Type	All requesters	
Environmental Issue (Theme)	Question level	CC only
Questionnaire Sector	Question level	All

Targets

(20.16) Did you have an emissions or other climate-related target that was active in the reporting year?

Question details	
Question dependencies	This question only appears if either "Yes" option has been selected in any row of column 1 of 20.1.
Change from last year	No change

Alignment with full questionnaire	Modified question (7.53, 7.53.3, 7.54)
Rationale	Target setting plays a vital role in environmental action through its role in the successful execution of corporate strategies, as well as in the effective management of risks, and opportunities. CDP data users want to understand companies' commitments to reducing emissions and whether the organization has a goal towards which they are harmonizing and focusing emissions-related efforts. This question increases transparency of corporate environmental commitments relevant to different organizations and allows data users to understand why companies do not have active targets guiding their environmental strategy.
Response options	Please complete the following table:

1	2	3
Emissions or other climate-related target	Primary reason for not having an emissions or other climate-related target	Please explain
Select all that apply: • Absolute emissions target • Emissions intensity target • Target to increase or maintain low-carbon energy consumption or production • Target to reduce methane emissions • Net-zero target • Other climate-related target • No target	Select from: • We are planning to introduce a target in the next two years • Important but not an immediate business priority • Judged to be unimportant, explanation provided • Lack of internal resources • Insufficient data on operations • No instruction from management • Other, please specify	Text field [maximum 2,400 characters]

[Fixed row]

Requested content	General • Targets that are based on a future “business as usual” year are not equivalent to emissions reduction targets and therefore should not be reported here. Acceptable targets must determine emissions reductions through comparison to a set base year in the past, not to a projected “business as usual” emissions figure in the future. • You have an “active target” if the target ends in or after the reporting year. Primary reason for not having an emissions or other climate-related target (column 2) • If you select “Other, please specify,” provide a label for the "Primary reason". Please explain (column 3) • Provide an explanation of why you do not have a target and the timeline to implement one, if applicable.
Requested content – [sector] (if applicable)	Note for oil and gas sector organizations: • Investors request that organizations disclose both company-wide targets and targets at the divisional level. Note for electric utility sector organizations:

<table>
<tr><td></td><td>Investors request that organizations disclose company-wide targets and, where applicable, at divisional level, and that intensity targets are also expressed as absolute targets where possible.
Note for transport OEMs sector organizations:
In addition to any absolute targets, organizations should disclose company-wide CO_2 and/or fuel economy targets for products and, where relevant, for specific markets. Targets should be expressed in grams of CO_2 per kilometer.
Note for financial services sector companies:
Consider any target types related to your lending, investment and insurance portfolios, in addition to targets related to Scope 1, Scope 2 and other Scope 3 emissions.
Select “Absolute emissions target” or “Emissions intensity target” only if you have any climate targets covering your operational emissions, i.e. Scope 1, Scope 2 and Scope 3 emissions excluding Category 15 Investments.
Note for capital goods sector organizations:
Companies should consider reporting company-wide and/or product-level Scope 3 targets, and in particular, Scope 3 targets relating to the use of sold products.</td></tr>
<tr><td>Explanation of terms</td><td>Target to reduce methane emissions, or “methane-specific target” is any target to reduce specifically methane (CH_4) emissions e.g. reduction of leakage, venting or flaring of methane.
Net-zero target: the SBTi Net-Zero Standard defines corporate net-zero as:
Reducing Scope 1, 2 and 3 emissions to zero or to a residual level that is consistent with reaching net-zero emissions at the global or sector level in eligible 1.5°C scenarios or sector pathways and;
Neutralizing any residual emissions at the net-zero target date and any GHG emissions released into the atmosphere thereafter.
Low-carbon energy: In line with the IEA definition, low-carbon technologies are technologies that produce low – or zero – greenhouse-gas emissions while operating. In the power sector this includes fossil-fuel plants fitted with carbon capture and storage, nuclear plants and renewable-based generation technologies. Natural gas, combined cycle gas turbine and fossil fuel-based combined heat and power (cogeneration), despite being less carbon intensive than other means of electricity production like coal, are not considered low-carbon.
Renewable energy: Energy taken from sources that are inexhaustible, e.g. wind, water, solar, geothermal energy and sustainable biofuels (adapted from the GHG protocol, 2004).</td></tr>
<tr><td>Additional information</td><td>Why is target setting important for SMEs?
The SME Climate Hub notes the following benefits of committing to a target to reduce your organization’s emissions:
Improve efficiency – Reduce costs by managing your resources more efficiently. You can take steps today that benefit both your business and the climate.
Manage business risk – Build a more resilient business and better protect yourself against climate-related damage, disruptions, and closures.
Gain a competitive advantage – Become a leader in the fight against climate change. Show investors, employees, and customers how you’re adopting ambitious goals.
Enhance access to capital – Keep insurance and lending fees affordable and stay attractive to investors by reducing your exposure to climate-related risks.</td></tr>
</table>

- Group your business and brand - Gain opportunities to grow your brand and attract new customers.

What does it mean to have emissions reduction targets?

- Absolute emissions target: an absolute target describes a reduction in actual emissions in a future year when compared to a base year. The target can relate to your Scope 1, Scope 2 and/or Scope 3 emissions in full or in part.
  - The following are examples of absolute emission targets:
    - Metric tons CO_2e or % reduction from base year
    - Metric tons CO_2e or % reduction in product use phase relative to base year
    - Metric tons CO_2e or % reduction in supply chain relative to base year
    - Metric tons CO_2e or % reduction per year
    - Metric tons CO_2e or % reduction relative to 5 year rolling average of emissions
    - Cap on emissions in metric CO_2e
- Emissions intensity target: an intensity target describes a future reduction in emissions that have been normalized to a business metric when compared to the same normalized business metric emissions in a base year. The target can relate to your Scope 1, Scope 2 and/or Scope 3 emissions in full or in part.
  - The following are examples of emission intensity targets:
    - Metric tons CO_2e or % reduction per unit revenue (also per unit turnover; per unit gross sales) relative to base year
    - Metric tons CO_2e or % reduction per full-time employee equivalent (also per hours worked; per operating hour; per guest night; per capita; per patient days) relative to base year
    - Metric tons CO_2e or % reduction per unit of product (e.g. metric ton of paper; metric ton of aluminum) relative to base year
    - Metric tons CO_2e or % reduction per passenger kilometer (also per km; per nautical mile) relative to base year
    - Metric tons CO_2e or % reduction per square foot relative to base year
    - Cap on emissions relative to an activity (e.g. stabilizing emissions at x metric tons CO_2e per metric to of steel produced)
    - Metric tons CO_2e or % reduction per MWh
    - Metric tons CO_2e or % reduction in emissions from business flights per employee
- For more information on deciding between absolute and intensity-based targets, reference GHG Protocol Corporate Standard Chapter 11 "Setting a GHG Target" (page 76 and 77).

What does it mean to have other climate-related targets?

- Targets to increase or maintain low-carbon energy consumption or production: These may relate to your organization's production or consumption of electricity, heat, steam, or cooling.
  - E.g., % renewable electricity consumption relative to base year
  - E.g., % of heat consumed from low-carbon sources relative to base year
- Targets to reduce methane emissions: See the Explanation of Terms for more information. These may be absolute or intensity based and relate to metrics including the following:
  - E.g., Cubic meters of methane vented, leaked, or flared
  - E.g., Total methane emissions in m3 or CO2e
  - E.g., Methane leakage rate (%)
- Net zero targets: See the Explanation of Terms for more information.

	- E.g., Reduce Scope 1, 2 and 3 emissions to zero, or to a residual level that is consistent with reaching net-zero emissions, by a target year (e.g., common target years include 2030, 2040, or 2050) • Other climate-related targets: These may be absolute or intensity based and relate to metrics including the following: - Renewable fuel production or consumption - E.g., Percentage of total fuel consumption that is from renewable sources - Waste management - E.g., Percentage of total waste generated that is recycled - Low-carbon vehicles, buildings, or other products - E.g., Percentage of revenue from low-carbon products - Engagement with suppliers - E.g., Percentage of suppliers (by emissions) disclosing their GHG emissions Are there resources available to help my organization understand the steps to establish emission reduction, or other climate-related, targets and begin to take action? • In facilitating the process of establishing targets, SMEs may reference the following resources: - SME Climate Hub's Setting 1.5°C Aligned Targets Action Guide: This guide outlines the steps involved in setting emissions reduction targets in line with the global ambition to keep climate change below 1.5°C. - Exponential Roadmap Initiative's 1.5°C Business Playbook: This playbook includes guidelines for setting climate targets, strategies, transition plans, taking action and disclosing results. - GHG Protocol Corporate Standard: Chapter 11 "Setting a GHG Target" provides guidance on the process of setting and reporting on a corporate GHG target. Target setting initiatives for SMEs • Some initiatives allow SMEs to select from a set of pre-defined targets aligned with science, making the target-setting process simpler for SMEs. Two key examples are the SBTi's SME route and the SME Climate Hub's Climate Commitment. Organizations are encouraged to sign up to such initiatives to demonstrate their commitment to reducing emissions, and to get help with setting robust, credible targets that are in line with climate science.

Tags		
Authority Type	All requesters	
Environmental Issue (Theme)	Question level	CC only
Questionnaire Sector	Question level	All

(20.16.1) Provide details of your absolute emissions targets and progress made against those targets.

Question details	
Question dependencies	This question only appears if you select "Absolute emissions target" in response to 20.16.
Change from last year	Modified guidance
Alignment with full questionnaire	Modified question (7.53.1)
Rationale	Target setting plays a vital role in environmental action through its role in the successful execution of corporate strategies, as well as in the effective management of dependencies,

	impacts, risks, and opportunities. The question encourages organizations to set and make progress towards timebound, tracked, quantitative targets, informed by the guidance of leading initiatives and frameworks, such as the Science Based Targets initiative (SBTi) where available. There are several benefits to setting science-based targets for organizations including increased competitiveness, addressing stakeholder expectations, anticipating regulatory, policy and market developments, allowing organizations to seize opportunities.
Ambition	Organizations make progress against emissions targets that reflect their full emissions inventory and in are line with the Science Based Targets initiative (SBTi) criteria.
Response options	Please complete the following table. The table is displayed over several rows for readability. You are able to add rows by using the “Add Row” function at the bottom of the table.

1	2	3	4	5
Target reference number	Date target was set	Target coverage	Scopes covered by target	Scope 2 accounting method
Abs1-Abs50	[DD/MM/YY] between 01/01/1900 and 19/11/2025	Select from: • Organization-wide • Business division • Business activity • Site/facility • Country/area/region • Product-level • Other, please specify	Select all that apply: • Scope 1 (direct emissions from owned or controlled activities) • Scope 2 (indirect emissions from purchased electricity, heat, steam or cooling) • Scope 3 (indirect emissions in upstream/downstream value chain)	Select from: • Location-based • Market-based • Approach unknown

6	7	8	9	10	11
Scope 3 categories	End date of base year	Total base year emissions covered by target in all selected Scopes (metric tons CO_2e)	End date of target	Targeted reduction from base year (%)	Total emissions at end date of target covered by target in all selected Scopes (metric tons CO_2e) [auto-calculated]
• Select all that apply: • • Category 1: Purchased goods and services • Category 2: Capital goods • Category 3: Fuel-and-energy-related activities (not included in Scopes 1 or 2) • Category 4: Upstream transportation and distribution	[DD/MM/YY] between 01/01/1900 and 19/11/2025	Numerical field [0-999,999,999,999] 3 decimal places	[DD/MM/YY] between 19/11/2020 and 31/12/2100	Percentage field [enter a percentage from 0-100 using a maximum of 2 decimal places]	Numerical field [0-999,999,999,999] 3 decimal places

• Category 5: Waste generated in operations • Category 6: Business travel • Category 7: Employee commuting • Category 8: Upstream leased assets • Category 9: Downstream transportation and distribution • Category 10: Processing of sold products • Category 11: Use of sold products • Category 12: End-of-life treatment of sold products • Category 13: Downstream leased assets • Category 14: Franchises • Category 15: Investments • Other (upstream • Other (downstream)					

12	13	14	15	16	17
Total emissions in reporting year covered by target in all selected scopes (metric tons CO_2e)	% of target achieved relative to base year [auto-calculated]	Target status in reporting year	Is this a science-based target?	Science Based Targets initiative official validation letter	Explain target coverage and identify any exclusions
Numerical field [0-999,999,999,999] 3 decimal places	Percentage field	Select from: • New • Underway • Achieved • Achieved and maintained • Expired • Revised • Replaced • Retired	Select from: • Yes, and this target has been approved by the Science Based Targets initiative • Yes, we consider this a science-based target, and the target is currently being reviewed by the Science Based Targets initiative • Yes, we consider this a science-based target, and we have committed to seek	[Attachment(s)]	Text field [maximum 2,500 characters]

			validation of this target by the Science Based Targets initiative in the next two years • Yes, we consider this a science-based target, but we have not committed to seek validation of this target by the Science Based Targets initiative within the next two years • No, but we are reporting another target that is science-based • No, but we anticipate setting one in the next two years • No, and we do not anticipate setting one in the next two years		

[Add row]

Requested content	General • Note that CDP is requesting data on gross emissions targets. Gross means total emissions before any deductions or other adjustments are made to take account of offset credits or avoided emissions. • If you have a target that will be met in part by offsetting (including carbon neutrality targets), or CO_2 removals only the proportion of the target that relates to emissions reductions (and not offset purchases or CO_2 removals) should be reported here. If you are uncertain of the proportion that will be achieved through emissions reductions, make an estimation based on the initiatives that you have in place or planned. • Targets to reduce emissions in the product use phase or to reduce emissions from the value chain should be captured as Scope 3 targets. • If you intend to report a net-zero target in 20.16.3, you should report both the near-term and long-term emissions reduction targets associated with your net-zero target either in this question or in 20.16.2 and link them to your net zero target in column 5 “Targets linked to this net zero targets” of 20.16.3. Please refer to the SBTi Net-Zero Standard for information on science-based net-zero targets. Target reference number (column 1) • Select a unique target reference from the drop-down menu provided to identify the target in subsequent questions and to track progress against the target in subsequent reporting years. • If you reported a target to CDP last year and will be reporting progress against the same target this year, ensure you use the same target reference number as last year. For any new targets you are adding, always use a new reference number that you have not used previously. Date target was set (column 2) • Enter the date on which your company set the target. • This must be either before or during the reporting year but cannot be after the reporting year or after the end date of the target. • If the target is science-based and has been submitted to the SBTi for validation or revalidation, enter the date on which your organization submitted the target for validation or revalidation by the SBTi.

	- If you have a year-on-year rolling target, enter the date on which your company first set the target. This can be before the base year. - If you set the target based on financial years, enter the date that applies to the end of your financial year and specify this in column 17 "Explain target coverage and identify any exclusions". - If you do not know the exact date on which your company set the target, enter the end of the year that your target was set. • Target coverage (column 3) - If the target applies to the whole organization, select "organization-wide". Note that "organization" refers collectively to all the companies, businesses, organizations, other entities or groups that fall within the entities you are including in your CDP response. - It is considered best practice to report one overarching target covering total company-wide Scope 1 and 2 emissions. Sub-targets may also be reported in additional rows. - If the target does not apply to the whole organization, select the option that best describes the coverage of the target, and provide further details in column 17 "Explain target coverage and identify any exclusions" column. E.g. if your target applies only to your European operations, select "Country/area/region" in this column and specify the country/area/region in the "Explain target coverage and identify any exclusions" column. Scopes covered by target (column 4) - This refers to the scopes of emissions to which the target relates. Note that the target does not have to comprise all emissions within a particular scope. - If the target being reported has been validated by the SBTi, the scopes (scope 1, 2 and 3 emissions, and scope 3 categories) reported and their coverage should match that which has been reported to the SBTi. - For more information on emission scopes refer to the Greenhouse Gas Protocol's Corporate Standard (Scope 1 and 2) and Corporate Value Chain (Scope 3). End date of base year (column 7) - The base year is the year against which you are comparing your absolute emissions target. - The base year cannot be after the reporting year. - If you have a year-on-year rolling target, the end date of the base year will be the previous reporting year. - As per the GHG Protocol (p. 79), it is recommended to use the same base year for your targets as the base year of your emissions inventory. See SBTi criteria for relevant considerations for selecting a science-based target base year. - If you have a target based on financial years, enter the date that applies to the end of your financial year and specify this in column 17 "Explain target coverage and identify any exclusions". - If you have a target based on average emissions over a period of time (e.g. 5-year average), enter the date that applies to the end of the average period and specify this in column 17 "Explain target coverage and identify any exclusions". Total base year emissions covered by target in all selected scopes (metric tons CO_2e) (column 8) - Enter the base year emissions covered by the target in this column. - E.g. if your target is to reduce Scope 1 emissions arising from your European operations, enter the base year Scope 1 emissions for your European operations only. - E.g. if your target relates to Scope 2 emissions of a particular business activity (e.g. office-based operations, etc.), enter the base year Scope 2 emissions relating to that business activity only.

End date of target (column 9)

- Enter the date that the target ends. For example, if the target is to reduce emissions by 50% by the end of 2030, the end date of the target is 31st December 2030.
- If you have a year-on-year rolling target, the end date of the target will be within the reporting year.
- If you have a long-term maintenance target that will begin once you have achieved your near-term emissions reduction target, the end date of the target will be the end date of the near-term target that you will be maintaining.
- If you have a target based on financial years, enter the date that applies to the end of your financial year and specify in column 17 "Explain target coverage and identify any exclusions".
- If you have a target based on average emissions over a period of time (e.g. 5-year average), enter the date that applies to the end of the average period and specify this in column 17 "Explain target coverage and identify any exclusions".
- You should not report any target that was achieved before the start of the reporting year.

Targeted Reduction from Base Year (%) (column 10)

- Enter your targeted emissions reduction as a percentage reduction in emissions in all Scopes relevant to the target to be achieved in the target year, when compared to the base year.
- Note this column is to capture the percentage target reduction you have set to be achieved between the base year and the target year.
- E.g. if your target is to reduce your Scope 1+2 emissions by 3000 metric tons CO2e and your base year Scope 1+2 emissions were 150,000 metric tons CO2e, you should enter 2 into this column (i.e. (3000/150000)=0.02; then multiply by 100 for percentage value).

Total emissions at end date of target covered by target in all selected Scopes (metric tons CO2e) [auto-calculated] (column 11)

- This column will be auto-calculated. Ensure that you have entered data into these columns:
  - Column 8 "Total base year emissions covered by target in all selected Scopes"
  - Column 10 "Targeted reduction from base year"
- The steps below will be automatically performed based on the figures entered in the columns listed above.
  - Step 1: "Targeted reduction from base year" is subtracted from 100.
  - Step 2: The figure from step 1 is then divided by 100.
  - Step 3: The figure from step 2 is then multiplied by "Total base year emissions covered by target in all selected Scopes"
- E.g. if your base year emissions were 150,000 metric tons CO2e, and your targeted reduction is 2%, this column will display 147,000.
  - Step 1: (100 - 22) = 98
  - Step 2: (98 / 100) = 0.98
  - Step 3: (0.98 * 150,000) = 147,000

Total emissions in reporting year covered by target in all selected scopes (metric tons CO_2e) (column 12)

- Enter the emissions in the reporting year covered by the target in this column.
- E.g. if your target is to reduce Scope 1 emissions arising from your European operations, enter the Scope 1 emissions in the reporting year for your European operations only.
- E.g. if your target relates to Scope 2 emissions of a particular business activity (e.g. office-based operations, etc.), enter the Scope 2 emissions in the reporting year relating to that business activity only.

% of target achieved relative to base year [auto-calculated] (column 13)

- This column will be auto-calculated. Ensure that you have entered data into these columns:
  - Column 8 “Total base year emissions covered by target in all selected scopes (metric tons CO2e)”
  - Column 10 “Targeted reduction from base year (%)”
  - Column 12 “Total emissions in reporting year covered by target in all selected scopes (metric tons CO2e)”
- The steps below will be automatically performed based on the figures entered in the columns listed above.
  - Step 1: The numerator is calculated by subtracting “Total emissions in reporting year covered by target in all selected scopes (metric tons CO2e)” from “Total base year emissions covered by target in all selected scopes (metric tons CO2e)”.
  - Step 2: The denominator is calculated by dividing “Targeted reduction from base year (%)” by 100, then multiplying it by “Total base year emissions covered by target in all selected scopes (metric tons CO2e)”.
  - Step 3: The numerator (step 1) is then divided by the denominator (step 2).
  - Step 4: Lastly, the figure from step 3 is multiplied by 100.
- E.g. if your base year emissions were 150,000 metric tons CO2e and your target is to reduce your Scope 1 emissions by 10% and in the reporting year your Scope 1 emissions had reduced by 3% compared to the base year, this column will display 30 as your target is 30% complete.
  - Step 1: (150,000 – 145,500) = 4,500
  - Step 2: (10 / 100) * 150,000 = 15,000
  - Step 3: (4,500 / 15,000) = 0.3
  - Step 4: (0.3 * 100) = 30
- Negative values indicate an increase in emissions compared to the base year.
- Values greater than 100 indicate that you have exceeded your target.

Target status in reporting year (column 14)

- New – Select this option for targets that have been set in the reporting year and are still in progress.
- Underway – Select this option for targets that were set before the reporting year, with an end date in the future, that have not been achieved and continue to be pursued.
- Achieved – Select this option for targets that have been achieved or exceeded in the reporting year.
- Achieved and maintained – Select this option for targets that are in place to maintain a certain level of performance (e.g., to maintain a 90% reduction of emissions from the base year) and this has been achieved in the reporting year.
- Expired – Select this option for targets with an end date within the reporting year, that have not been achieved or maintained and have therefore expired in the reporting year.
- Revised – Select this option for targets that were set before the reporting year, but a revision has been made to any of the elements in columns 2 to 12 in the reporting year, for example due to a recalculation of the base year emissions or a change to the end date of the target. Note that the target status should be reported as “revised” only for the reporting year the update was conducted.
- Replaced – Select this option for previously reported targets that have been replaced with another target in the reporting year, for example where a facility target has been incorporated into a organization-wide target.
- Retired – Select this option for targets with an end date in the future, that have not been achieved, but will no longer be pursued. Provide more information as to why this target was retired in column 17 “Explain target coverage and identify any exclusions”.

	Is this a science-based target? (column 15) • A brief description of science-based targets and why CDP is asking companies to set them is provided as additional information to this question. • The Science Based Targets initiative (SBTi) has streamlined target-setting route for SMEs. For further information, please see the SBTi's Frequently Asked Questions for SMEs. o Note that financial institutions and oil and gas sector companies are not allowed to use the SME streamlined route. If these sectors are relevant to your organization, select the most appropriate "No…" option in this column. • Yes, and this target has been approved by the Science Based Targets initiative – Companies are very strongly encouraged to have their targets officially evaluated by the Science Based Targets initiative (SBTi). CDP considers targets approved by the initiative to reflect best practice in science-based target setting. Select this option only if the target has been approved by the SBTi. • Yes, we consider this a science-based target, and the target is currently being reviewed by the Science Based Targets initiative – If your company has set a target and has self-assessed it to be science-based, it has been submitted to the SBTi for validation and is currently being reviewed by the SBTi, you should select this option. You should use column 17 "Explain target coverage and identify any exclusions" to explain why you consider your target to be science-based. • Yes, we consider this a science-based target, and we have committed to seek validation of this target by the Science Based Targets initiative in the next two years – Not all companies have had their target assessed by the SBTi. If your company has set a target and has self-assessed it to be science-based but has not yet submitted it to the SBTi for validation, you should select this option. You should use column 17 "Explain target coverage and identify any exclusions" to explain why you consider your target to be science-based. If you are currently in the process of revising your target to meet SBTi criteria, indicate this by selecting "No, but we anticipate setting one in the next two years. • Yes, we consider this a science-based target, but we have not committed to seek validation of this target by the Science Based Targets initiative within the next two years – Not all companies intend to have their target assessed by the SBTi. If your company has set a target and has self-assessed it to be science-based but has not committed to submit it to the SBTi for validation, you should select this option. You should use column 17 "Explain target coverage and identify any exclusions" to explain why you consider your target to be science-based. If you are a supplier to a company with a supplier engagement target, as part of which you have set a target in line with SBTi resources but are not planning to seek SBTi approval, select this option. • No, but we are reporting another target that is science-based – Another target (absolute or intensity) disclosed is science-based, either in another row in this table, or in 20.16.2. • No, but we anticipate setting one in the next two years – The SBTi's streamlined route for SMEs enables them to bypass the initial stage of committing to set a science-based target and the standard target validation process. SMEs can immediately set science-based targets (near-term and net-zero options available) by choosing from one of the predefined target options available in the SME science-based target setting form. For larger companies, while not necessary, it is recommended that the company publicly state this by submitting a Science Based Target initiative commitment letter. • No, and we do not anticipate setting one in the next two years – No science-based targets have been set and there are no plans in place to set one in the next two years. Science Based Targets initiative official validation letter (column 16) • This column only appears if you select "Yes, and this target has been approved by the Science Based Targets initiative" in column 15 "Is this a science-based target?". • Attach your Science Based Targets initiative (SBTi) validation letter.

	• SMEs may receive confirmation from SBTi through an email rather than a formal validation letter. In these cases, organizations should redact personal information in document submissions. CDP generally asks that organizations do not include the name of any individual or any other personal data in your response. Personal data includes information such as names, email addresses, and any other potentially identifying information. Explain target coverage and identify any exclusions (column 17) • If the target is not organization-wide (i.e. it does not apply to the whole company in line with the entities you are including in your CDP response), provide further details of your target coverage in this column. E.g. if you have selected "Country/area/region" in column 3 "Target coverage", specify which countries/areas/regions your target covers. • If there is a difference between your inventory base year emissions and this target's base year emissions, explain why. • If you have excluded any relevant Scopes or Scope 3 categories from your target, state the reason for omitting these Scopes or Scope 3 categories and outline any steps you are taking to enable target-setting for relevant Scopes or Scope 3 categories. • You can use this column to identify where you have a financial year or average year-based target. • If your target was originally in a different format, you may wish to give the original target before it was converted into the format required for the purposes of this table. • If your target is part of a wider carbon neutrality goal, a regulatory requirement, or a longer-term target, you can also explain this here.
Additional information	What is a base year? • Per SME Climate Hub's Setting 1.5°C Aligned Targets Action Guide, a target base year is a year to which future emissions will be compared. The target base year should be one with reliable baseline data available to ensure meaningful comparisons. • Most organizations select a single year (referred to in this guidance as a financial year target) as their base year. However, some may choose an average of annual emissions over several consecutive years (referred to in this guidance as an average year base target). • For information on choosing a base year, reference GHG Protocol Corporate Standard Chapter 5 "Tracking Emissions Over Time" (page 35). What is meant by offset credits and avoided emissions? • The GHG emissions released into the atmosphere from your organization's activities can be balanced out (i.e., offset) by supporting projects that reduce or remove an equivalent amount of GHGs from the atmosphere. Such projects include planting trees which will absorb CO2 as they grow. GHG offsets can be converted into GHG credits when used to meet an externally imposed target. A GHG credit is a convertible and transferable instrument usually bestowed by a GHG program. • On the other hand, avoided emissions are emissions which never happened due to actions taken to prevent them. For example, if your organization replaces an old piece of equipment with a more energy-efficient model, your organization will use less energy to produce the same amount of goods or service, resulting in fewer GHG emissions. These emissions that you've avoided are called avoided emissions. • For information, reference GHG Protocol Corporate Standard Chapter 8 "Accounting for GHG Reductions" (page 58-61) and Chapter 11 "Setting a GHG Target" (pages 74-85). • Note that SBTi does not allow use of offsets or avoided emissions towards progress of achieving targets (reference SBTi's Target Validation Application Checklist for Small and Medium-Sized Enterprises for more information). As such, in this question CDP requests data on

	gross emissions targets (total emissions before any deductions or other adjustments are made to take account of any of the above adjustments or reductions). Science-based targets • Nearly 200 nations at COP21 wrote into the Paris Agreement that globally we will aim to limit warming to below 2°C and pursue efforts to limit warming to under 1.5°C. However, there is a large gap between the level of ambition of the country/area commitments and targeted temperatures. Companies, which are responsible for a vast majority of the world's emissions, must play a critical role in filling the gap left by country/area commitments by raising the level of ambition in their target setting and reducing their emissions in line with climate science. • Science-based target setting methods enable companies to set emissions targets that are consistent with conserving the remaining global emissions budget. A number of factors are taken into consideration in order to determine what is most appropriate for a given company. Please see the CDP Science Based Targets webpage for information on best practices in target setting and what CDP considers a science-based target. • Organizations are very strongly encouraged to have their targets officially evaluated by the Science Based Targets initiative (SBTi). CDP considers targets approved by the initiative to reflect best practices in science-based target setting. Due to the waiting list for target validation, companies are encouraged to book a validation slot and submit their targets to the SBTi as early as possible in order for these targets to be used for scoring in CDP's 2024 questionnaire. • Regardless of submission to SBTi, companies are expected to report emissions reductions targets in their CDP response. Targets that did not pass the SBTi's review process or that have not been submitted for review prior to the deadline will still be evaluated using the information disclosed by each company in their CDP response. See the CDP Science Based Targets webpage for more details.

Tags		
Authority Type	All requesters	
Environmental Issue (Theme)	Question level	CC only
Questionnaire Sector	Question level	All

(20.16.2) Provide details of your emissions intensity targets and progress made against those targets.

Question details	
Question dependencies	This question only appears if you select "Emissions intensity target" in response to 20.16.
Change from last year	Modified guidance
Alignment with full questionnaire	Modified question (7.53.2)
Rationale	Target setting plays a vital role in environmental action through its role the successful execution of corporate strategies, as well as in the effective management of dependencies, impacts, risks, and opportunities. The question encourages organizations to set and make progress towards timebound, tracked, quantitative targets informed by the guidance of leading initiatives and frameworks, such as the Science Based Targets initiative where available.
Ambition	Organizations make progress against emissions targets that reflect their full emissions inventory and are in line with the Science Based Targets initiative (SBTi) criteria.
Response options	Please complete the following table. The table is displayed over several rows for readability. You are able to add rows by using the "Add Row" function at the bottom of the table.

1	2	3	4	5	6

Target reference number	Date target was set	Target coverage	Scopes covered by target	Scope 2 accounting method	Scope 3 categories
Int1-Int50	[DD/MM/YY] between 01/01/1900 and 19/11/2025	Select from: • Organization-wide • Business division • Business activity • Site/facility • Country/area/region • Product-level • Other, please specify	Select all that apply: • Scope 1 (direct emissions from owned or controlled activities) • Scope 2 (indirect emissions from purchased electricity, heat, steam or cooling) • Scope 3 (indirect emissions in upstream/downstream value chain)	Select from: • Location-based • Market-based • Approach unknown	• Select all that apply: • Category 1: Purchased goods and services • Category 2: Capital goods • Category 3: Fuel-and-energy-related activities (not included in Scopes 1 or 2) • Category 4: Upstream transportation and distribution • Category 5: Waste generated in operations • Category 6: Business travel • Category 7: Employee commuting • Category 8: Upstream leased assets • Category 9: Downstream transportation and distribution • Category 10: Processing of sold products • Category 11: Use of sold products • Category 12: End-of-life treatment of sold products • Category 13: Downstream leased assets • Category 14: Franchises • Category 15: Investments • Other (upstream) • Other (downstream)

7	8	9	10	11	12
Intensity metric	End date of base year	Intensity figure in base year for all selected Scopes	End date of target	Targeted reduction from base year (%)	Intensity figure at end date of target for all selected Scopes [auto-calculated]
Select from drop-down options below	[DD/MM/YYYY] between 01/01/1900 and 19/11/2025	Numerical field [enter a number from 0-999,999,999,999 using a maximum of 10 decimal places and no commas]	[DD/MM/YYYY] between 19/11/2020and 31/12/2100	Percentage field [enter a percentage from 0-100 using a maximum of 2 decimal places]	Numerical field [0-999,999,999,999]

13	14	15	16	17	18
Intensity figure in reporting year for all selected Scopes	% of target achieved	Target status in reporting year	Is this a science-based target?	Science Based Targets initiative official validation letter	Explain target coverage and identify any exclusions

	relative to base year [auto-calculated]				
Numerical field [enter a number from 0-999,999,999,999 using a maximum of 10 decimal places and no commas]	Percentage field	Select from: • New • Underway • Achieved • Achieved and maintained • Expired • Revised • Replaced • Retired	Select from: • Yes, and this target has been approved by the Science Based Targets initiative • Yes, we consider this a science-based target, and the target is currently being reviewed by the Science Based Targets initiative • Yes, we consider this a science-based target, and we have committed to seek validation of this target by the Science Based Targets initiative in the next two years • Yes, we consider this a science-based target, but we have not committed to seek validation of this target by the Science Based Targets initiative within the next two years • No, but we are reporting another target that is science-based • No, but we anticipate setting one in the next two years • No, and we do not anticipate setting one in the next two years	[Attachment(s)]	Text field [maximum 5,000 characters]

[Add row]

Intensity metric (column 7)
• Grams CO2e per revenue passenger kilometer • Metric tons CO2e per USD($) value-added • Metric tons CO2e per square meter • Metric tons CO2e per metric ton of aluminum • Metric tons CO2e per metric ton of steel • Metric tons CO2e per metric ton of cement • Metric tons CO2e per metric ton of cardboard • Grams CO2e per kilometer

- Metric tons CO2e per unit revenue
- Metric tons CO2e per unit FTE employee
- Metric tons CO2e per unit hour worked
- Metric tons CO2e per metric ton of product
- Metric tons of CO2e per liter of product
- Metric tons CO2e per unit of production
- Metric tons CO2e per unit of service provided
- Metric tons CO2e per square foot
- Metric tons CO2e per kilometer
- Metric tons CO2e per passenger kilometer
- Metric tons CO2e per megawatt hour (MWh)
- Metric tons CO2e per barrel of oil equivalent (BOE)
- Metric tons CO2e per vehicle produced
- Metric tons CO2e per metric ton of ore processed
- Metric tons CO2e per ounce of gold
- Metric tons CO2e per ounce of platinum
- Metric tons of CO2e per metric ton of aggregate
- Metric tons of CO2e per billion (currency) funds under management
- Other, please specify

Requested content	General • Note that CDP is requesting data on gross emissions targets. Gross means total emissions before any deductions or other adjustments are made to take account of offset credits or avoided emissions. • If you have a target that will be met in part by offsetting (including carbon neutrality targets), or CO_2 removals only the proportion of the target that relates to emissions reductions (and not offset purchases or CO_2 removals) should be reported here. If you are uncertain of the proportion that will be achieved through emissions reductions, make an estimation based on the initiatives that you have in place or planned. • Targets to reduce emissions in the product use phase or to reduce emissions from the value chain should be captured as Scope 3 targets. • If you intend to report a net-zero target in 20.16.3, you should report both the near-term and long-term emissions reduction targets associated with your net-zero target either in this question or in 20.16.1 and link them to your net zero target in column 5 “Targets linked to this net zero targets” of 20.16.3. Please refer to the SBTi Net-Zero Standard for information on science-based net-zero targets. Target Reference Number (column 1) • Select a unique target reference from the drop-down menu provided to identify the target in subsequent questions and to track progress against the target in subsequent reporting years. • If you reported a target to CDP last year and will be reporting progress against the same target this year, ensure you use the same target reference number as last year. For any new targets you are adding, always use a new reference number that you have not used previously. Date target was set (column 2) • Enter the date on which your company set the target. • This must be either before or during the reporting year but cannot be after the reporting year or after the end date of the target.

	- If the target is science-based and has been submitted to the SBTi for validation or revalidation (as indicated by your response to column 16), enter the date on which your organization submitted the target for validation or revalidation by the SBTi. - If you have a year-on-year rolling target, enter the date on which your company first set the target. This can be before the base year. - If you set the target based on financial years, enter the date that applies to the end of your financial year and specify this in column 18 “Explain target coverage and identify any exclusions”. - If you do not know the exact date on which your organization set the target, enter the end of the year that your target was set. Target coverage (column 3) - If the target applies to the whole organization, select “Organization-wide”. Note that “organization” refers collectively to all the companies, businesses, organizations, other entities or groups that fall within the entities you are including in your CDP response. - It is considered best practice to report one overarching target covering total organization -wide Scope 1 and 2 emissions. Sub-targets may also be reported in additional rows. - If the target does not apply to the whole organization, select the option that best describes the coverage of the target, and provide further details in column 18 “Explain target coverage and identify any exclusions”. E.g. if your target applies only to your European operations, select “Country/area/region” in this column and specify the country/area/region in column 18 “Explain target coverage and identify any exclusions”. Scopes (column 4) - This refers to the scopes of emissions to which the target relates. Note that the target does not have to comprise all emissions within a particular Scope. - If the target being reported has been validated by the SBTi, the scopes (scope 1, 2 and 3 emissions, and scope 3 categories) reported, and their coverage should match that which has been reported to the SBTi. - For more information refer to the Greenhouse Gas Protocol’s Corporate Standard (Scope 1 and 2) and Corporate Value Chain (Scope 3). Intensity metric (column 7) - If you select “Other, please specify”, provide a label for the metric. - This should be in the format “mass CO_2 per activity”, as in the drop-down options above. - The intensity metric selected should be applied consistently throughout the question, for example, if you select “Grams CO2e per revenue passenger kilometer” the subsequent columns requesting intensity figures e.g. column 13 “Intensity figure in base year for Scope 1” should be provided using this metric. End date of base year (column 8) - The base year is the year against which you are comparing your emissions intensity target. - The base year cannot be after the reporting year. - If you have a year-on-year rolling target, the end date of the base year will be within the previous reporting year. - As per the GHG Protocol (p. 79), it is recommended to use the same base year for your targets as the base year of your emissions inventory. See SBTi criteria for relevant considerations for selecting a science-based target base year. - If you have a target based on financial years, enter the date that applies to the end of your financial year and specify this in column 18 “Explain target coverage and identify any exclusions”.

- If you have a target based on average emissions over a period of time (e.g. 5-year average), enter the date that applies to the end of the average period and specify this in column 18 "Explain target coverage and identify any exclusions".

Intensity figure in base year for all selected Scopes (column 9)

- Enter the emissions intensity figure in the base year covered by the target in this column.
- Note that the base year emissions intensity figure should be calculated by dividing the base year emissions covered by the target by the intensity metric denominator (e.g. unit revenue, metric ton of product etc).
- E.g. if your target is to reduce your Scope 1 emissions per full time equivalent (FTE) employee by 22%, using 2010 as the base year and 2020 as the target year, first calculate what your Scope 1 emissions were per FTE in 2010 (in this example 9 metric tons CO2e) and enter this figure in the field.

End date of target (column 10)

- Enter the date that the target ends. For example, if the target is to reduce emissions intensity by 50% by the end of 2030, the target date is 31st December 2030.
- If you have a year-on-year rolling target, the end date of the target will be the reporting year.
- If you have a target based on financial years, enter the year that applies to the end of your financial year and specify this in the "Please explain target coverage and identify any exclusions" column.
- If you have a target based on average emissions over a period of time (e.g. 5-year average), enter the year that applies to the end of the average period and specify this in column 18 "Please explain target coverage and identify any exclusions".
- You should not report any target that has been achieved before the start of the reporting year.

Target reduction from base year (%) (column 11)

- Enter your targeted emissions intensity reduction as a percentage reduction of the emissions intensity figure in all scopes relevant to the target to be achieved in the target year, when compared to the base year.
- Note this column is to capture the percentage target reduction you have set to be achieved between the base year and the target year.
- E.g. If your target is to reduce your Scope 1 + 2 emissions per FTE employee to 7 metric tons CO2e per FTE employee and your base year Scope 1 +2 intensity figure was 9 metric tons Co2e per FTE employee, you should enter 22 into this column (I.e., (9-7)/9) = 0.22 then multiply by 100 to give a percentage value).

Intensity figure at end date of target for all selected scopes (column 12)

- This column will be auto-calculated. Ensure that you have entered data into these columns:
  - Column 9 "Intensity figure in base year for all selected scopes"
  - Column 11 "Targeted reduction from base year"
- The steps below will be automatically performed based on the figures entered in the columns listed above.
  - Step 1: "Targeted reduction from base year" is subtracted from 100.
  - Step 2: The figure from step 1 is then divided by 100.
  - Step 3: The figure from step 2 is then multiplied by "Intensity figure in base year for all selected scopes"
- E.g. if your base year intensity figure was 9 metric tons CO2e per FTE employee, and your targeted reduction is 22%, this column will display 7.
  - Step 1: (100 - 22) = 78
  - Step 2: (78 / 100) = 0.78
  - Step 3: (0.78 * 9) = 7

	Intensity figure in reporting year for all selected Scopes (column 13)
	• Enter the emissions intensity figure in the reporting year covered by the target in this column.
	• Note that the intensity figure in the reporting year should be calculated by dividing your reporting year emissions covered by the target by the intensity metric denominator (e.g. unit revenue, metric ton of product etc).
	• E.g. if your target is to reduce your Scope 1 emissions per full time equivalent (FTE) employee from 9 metric tons CO_2e to 7 metric tons CO_2e and in the reporting year your Scope 1 emissions per FTE employee were 8 metric tons CO_2e, enter 8 in this field.
	
	% of target achieved relative to base year (column 14)
	• This column will be auto-calculated. Ensure that you have entered data into these columns:
	  o Column 9 "Intensity figure in base year for all selected Scopes"
	  o Column 11"Target reduction from base year (%)"
	  o Column 13 "Intensity figure in reporting year for all selected Scopes"
	• The steps below will be automatically performed based on the figures entered in the columns listed above.
	  o Step 1: The numerator is calculated by subtracting "Intensity figure in reporting year for all selected Scopes" from "Intensity figure in base year for all selected Scopes".
	  o Step 2: The denominator is calculated by dividing "Targeted reduction from base year (%)" by 100, then multiplying it by "Intensity figure in base year for all selected Scopes".
	  o Step 3: The numerator (step 1) is then divided by the denominator (step 2).
	  o Step 4: Lastly, the figure from step 3 is multiplied by 100.
	• E.g. if your base year emissions were 150,000 metric tons CO_2e and your target is to reduce your Scope 1 emissions per FTE employee by 22% and in the reporting year your Scope 1 emissions per FTE employee had reduced by 11% compared to the base year, this column will display 50 as your target is 50% complete.
	  o Step 1: (150,000 – 133,500) = 16,500
	  o Step 2: (22 / 100) * 150,000 = 33,000
	  o Step 3: (16,500 / 33,000) = 0.5
	  o Step 4: (0.5 * 100) = 50
	• Negative values indicate an increase in the emissions intensity figure compared to the base year.
	• Values greater than 100 indicate that you have exceeded your target.
	
	Target status in reporting year (column 15)
	• New – Select this option for targets that have been set in the reporting year and are still in progress.
	• Underway – Select this option for targets that were set before the reporting year, with an end date in the future, that have not been achieved and continue to be pursued.
	• Achieved – Select this option for targets that have been achieved or exceeded in the reporting year.
	• Achieved and maintained – Select this option for targets that are in place to maintain a certain level of performance (e.g., to maintain emissions intensity of reduction of 90% compared to 2017) and this has been achieved in the reporting year.
	• Expired – Select this option for targets with an end date within the reporting year, that have not been achieved or maintained and have therefore expired in the reporting year.
	• Revised – Select this option for targets that were set before the reporting year, but a revision has been made to any of the elements in columns 2 to 76 in the reporting year, for example due to a recalculation of the base year emissions or a change to the end date of the target. Note that the target status should be reported as "revised" only for the reporting year the update was conducted.

	- Replaced – Select this option for previously reported targets that have been replaced with another target in the reporting year, for example where a facility target has been incorporated into a organization-wide target. - Retired – Select this option for targets with an end date in the future, that have not been achieved, but will no longer be pursued. Provide more information as to why this target was retired in column 18 “Explain target coverage and identify any exclusions”. Is this a science-based target? (column 16) - A brief description of science-based targets and why CDP is asking companies to set them is provided as additional information to this question. - The Science Based Targets initiative (SBTi) has streamlined target-setting route for SMEs. For further information, please see the SBTi’s Frequently Asked Questions for SMEs. - Note that financial institutions and oil and gas sector companies are not allowed to use the SME streamlined route. If these sectors are relevant to your organization, select the most appropriate “No…” option in this column. - In addition, refer to the CDP Technical Note on Science-Based Targets for what qualifies as a science-based target and how to assess your target against the Science Based Targets initiative’s criteria. - Yes, and this target has been approved by the Science Based Targets initiative – Companies are very strongly encouraged to have their targets officially evaluated by the Science Based Targets initiative (SBTi). CDP considers targets approved by the initiative to reflect best practice in science-based target setting. Select this option only if the target has been approved by the SBTi. - Yes, we consider this a science-based target, and the target is currently being reviewed by the Science Based Targets initiative – If your company has set a target and has self-assessed it to be science-based, and it has been submitted to the SBTi for validation and is currently being reviewed by the SBTi, you should select this option. You should use column 18 “Explain target coverage and identify any exclusions” to explain why you consider your target to be science-based. - Yes, we consider this a science-based target, and we have committed to seek validation of this target by the Science Based Targets initiative in the next two years – Not all companies have had their target assessed by the SBTi. If your company has set a target and has self-assessed it to be science-based but has not yet submitted it to the SBTi for validation, you should select this option. You should use column 18 “Explain target coverage and identify any exclusions” to explain why you consider your target to be science-based. If you are currently in the process of revising your target to meet SBTi criteria, indicate this by selecting “No, but we anticipate setting one in the next two years. - Yes, we consider this a science-based target, but we have not committed to seek validation of this target by the Science Based Targets initiative within the next two years – Not all companies intend to have their target assessed by the SBTi. If your company has set a target and has self-assessed it to be science-based but has not committed to submit it to the SBTi for validation, you should select this option. You should use column 18 “Explain target coverage and identify any exclusions” to explain why you consider your target to be science-based. If you are a supplier to a company with a supplier engagement target, as part of which you have set a target in line with SBTi resources but are not planning to seek SBTi approval, select this option. - No, but we are reporting another target that is science-based – Another target (absolute or intensity) disclosed is science-based, either in another row in this table, or in 20.16.1. - No, but we anticipate setting one in the next two years – The SBTi’s streamlined route for SMEs enables them to bypass the initial stage of committing to set a science-based target and the standard target validation process. SMEs can immediately set science-based targets (near-term and net-zero options available) by choosing from one of the predefined target options available in the SME science-based target setting form. For larger companies, while not necessary, it is recommended that the company publicly state this by submitting a Science Based Target initiative commitment letter.

	• No, and we do not anticipate setting one in the next two years – No science-based targets have been set and there are no plans in place to set one in the next two years. Science Based Targets initiative official validation letter (column 17) • This column only appears if you select "Yes, and this target has been approved by the Science Based Targets initiative" in column 16 "Is this a science-based target?". • You should attach your SBTi validation letter. • SMEs may receive confirmation from SBTi through an email rather than a formal validation letter. In these cases, organizations should redact personal information in document submissions. CDP generally asks that organizations do not include the name of any individual or any other personal data in your response. Personal data includes information such as names, email addresses, and any other potentially identifying information. Explain target coverage and identify any exclusions (column 18) • If the target is not organization-wide (i.e. it does not apply to the whole company in line with the entities you are including in your CDP response) provide further details of your target coverage in this column. E.g. if you have selected "Country/area/region" in column 3 "Target coverage", please specify which countries/areas/regions your target covers. • If there is a difference between your inventory base year emissions and this target's base year emissions, explain why. • If you have excluded any relevant Scopes or Scope 3 categories from your target, state the reason for omitting these Scopes or Scope 3 categories and outline any steps you are taking to enable target-setting for relevant Scopes or Scope 3 categories. • You can use this column to identify where you have a financial year or average year-based target. • If your target was originally in a different format, you may wish to give the original target before it was converted into the format required for the purposes of this table. • If your target is part of a wider carbon neutrality goal, a regulatory requirement, or a longer-term target, you can also explain this here.
Explanation of terms	• Year-on-year rolling target: a target to achieve a certain level of performance every year (e.g., a target to reduce scope 1 emissions by 5% compared to the previous year).
Additional information	What is a base year? • Per SME Climate Hub's Setting 1.5°C Aligned Targets Action Guide, a target base year is a year to which future emissions will be compared. The target base year should be one with reliable baseline data available to ensure meaningful comparisons. • Most organizations select a single year (referred to in this guidance as a financial year target) as their base year. However, some may choose an average of annual emissions over several consecutive years (referred to in this guidance as an average year base target). • For information on choosing a base year, reference GHG Protocol Corporate Standard Chapter 5 "Tracking Emissions Over Time" (page 35). What is meant by offset credits and avoided emissions? • The GHG emissions released into the atmosphere from your organization's activities can be balanced out (i.e., offset) by supporting projects that reduce or remove an equivalent amount of GHGs from the atmosphere. Such projects include planting trees which will absorb CO2 as they grow. GHG offsets can be converted into GHG credits when used to meet an externally imposed target. A GHG credit is a convertible and transferable instrument usually bestowed by a GHG program. • On the other hand, avoided emissions are emissions which never happened due to actions taken to prevent them. For example, if your organization replaces an old piece of equipment with a more energy-efficient model, your organization will use less energy to produce the same amount of goods or service, resulting in fewer GHG emissions. These emissions that you've avoided are called avoided emissions.

	• For information, reference GHG Protocol Corporate Standard Chapter 8 "Accounting for GHG Reductions" (page 58-61) and Chapter 11 "Setting a GHG Target" (pages 74-85). • Note that SBTi does not allow use of offsets or avoided emissions towards progress of achieving targets (reference SBTi's Target Validation Application Checklist for Small and Medium-Sized Enterprises for more information). As such, in this question CDP requests data on gross emissions targets (total emissions before any deductions or other adjustments are made to take account of any of the above adjustments or reductions). Science-based targets • Nearly 200 nations at COP21 wrote into the Paris Agreement that globally we will aim to limit warming to below 2°C and pursue efforts to limit warming to under 1.5°C. However, there is a large gap between the level of ambition of the country/area commitments and targeted temperatures. Companies, which are responsible for a vast majority of the world's emissions, must play a critical role in filling the gap left by country/area commitments by raising the level of ambition in their target setting and reducing their emissions in line with climate science. • Science-based target setting methods enable companies to set emissions targets that are consistent with conserving the remaining global emissions budget. A number of factors are taken into consideration in order to determine what is most appropriate for a given company. Please see the CDP Science Based Targets webpage for information on best practices in target setting and what CDP considers a science-based target. • Companies are very strongly encouraged to have their targets officially evaluated by the Science Based Targets initiative (SBTi). CDP considers targets approved by the initiative to reflect best practices in science-based target setting. Due to the waiting list for target validation, companies are encouraged to book a validation slot and submit their targets to the SBTi as early as possible in order for these targets to be used for scoring in CDP's 2024 questionnaire. • Regardless of submission to SBTi, companies are expected to report emissions reductions targets in their CDP response. Targets that did not pass the SBTi's review process or that have not been submitted for review prior to the deadline will still be evaluated using the information disclosed by each company in their CDP response. See the CDP Science Based Targets webpage for more details.

Tags		
Authority Type	All requesters	
Environmental Issue (Theme)	Question level	CC only
Questionnaire Sector	Question level	All

(20.16.3) Provide details of any other climate-related targets that were active in the reporting year.

Question details	
Question dependencies	This question only appears if "Target to increase or maintain low-carbon energy consumption or production", "Target to reduce methane emissions", "Net-zero target", or "Other climate-related target" has been selected in 20.16.
Change from last year	Modified question
Alignment with full questionnaire	Modified question (7.54.1, 7.54.2, 7.54.3)
Rationale	Target setting plays a vital role in environmental action through its role in the successful execution of corporate strategies, as well as in the effective management of risks and opportunities. Emissions reduction targets are not the only type of relevant targets that organizations use to drive change, as other target types can be an important element of organizations' strategies to reduce their emissions. This question increases transparency of corporate environmental commitments relevant to different organizations.

Response options	Please complete the following table:

1	2	3	4	5	6
Active climate-related target	Target reference number	Date target was set	Target coverage	Targets linked to this net zero target	End date of base year
Select from • Target to increase or maintain low-carbon energy consumption or production • Target to reduce methane emissions • Net-zero target • Other climate-related target	Oth1 – Oth50	[DD/MM//YYYY] between 01/01/1900 and 19/11/2025	Select from: • Organization-wide • Business division • Business activity • Site/facility • Country/area/region • Product level • Other, please specify	Select all that apply: • Abs1-Abs50 • Int1-Int50 • Not applicable	[DD/MM/YYYY] between 01/01/1900 and 19/11/2025

7	8	9	10	11
End date of target	Description of target	Target status in reporting year	Is this target part of an overarching initiative?	Explain target coverage and identify any exclusions
[DD/MM//YYYY] between 19/11/2020and 31/12/2100	Text field [maximum 2,500 characters]	Select from: • New • Underway • Achieved • Achieved and maintained • Expired • Revised • Replaced • Retired	Select all that apply: • RE100 • Science Based Targets initiative – SME target • Science Based Targets initiative – non-SME target • SME Climate Hub or UN Race to Zero campaign • No, it's not part of an overarching initiative • Other, please specify	Text field [maximum 2,400 characters]

[Add row]

Requested content	Target reference number (column 2) • Select a unique target reference from the drop-down menu provided to track progress against this target in subsequent reporting years. Date target was set (column 3) • Enter the date on which your organization set the target. • This must be either before or during the reporting year but cannot be after the reporting year. It also cannot be after the end date of the target.

	- For year-on-year rolling targets, enter the date that you first set the target. This can be before the base year. - If the target was set based on financial years, enter the date that applies to the end of your financial year and specify this in column 11 “Explain target coverage and identify any exclusions”. - If you do not know the exact date on which your company set the target, enter the end of the year that the target was set. Target coverage (column 4) - If the target applies to the whole company, select “Organization-wide”. Members of the RE100 initiative should select this option to report their RE100 target. Note that “organization” refers collectively to all the companies, businesses, organizations, other entities or groups that fall within your definition of the reporting boundary. - If the target does not apply to the whole company, select the option that best describes the coverage of the target, and provide further details in column 11 “Explain target coverage and identify any exclusions”. E.g. if your target applies only to your European operations, select “Country/area/region” in this column and specify the country/area/region in the column “Explain target coverage and identify any exclusions”. End date of base year (column 6) - The base year is the year against which you are comparing your target. - The base year cannot be after the reporting year. - For RE100 targets, the base year is usually the year that your organization committed to the RE100 initiative. - If you have a year-on-year rolling target, the end date of the base year will be within the previous reporting year. - If you have a maintenance target, your base year will be the same as the base year of the target that is being maintained. If you did not have a target to increase low-carbon energy consumption or production before setting a maintenance target, your base year will be the current reporting year. - If you have a target based on financial years, enter the date that applies to the end of your financial year and specify this in column 10 “Explain target coverage and identify any exclusions”. - If you have a target based on an average over a period of time (e.g. 5-year average), enter the date that applies to the end of the average period and specify this in column 11 “Explain target coverage and identify any exclusions”. End date of the target (column 7) - Enter the date that the target ends. For example, if the target is to increase renewable energy production by 200% by the end of 2030, the end date of the target is 31st December 2030. - If you have a year-on-year rolling target or maintenance target, the end date of your target will be within the reporting year. - If you have a target based on financial years, enter the date that applies to the end of your financial year and specify in column 10 “Explain target coverage and identify any exclusions”. - If you have a target based on an average over a period of time (e.g. 5-year average), enter the date that applies to the end of the average period and specify this in column 10 “Explain target coverage and identify any exclusions”. - You should not report any target that was achieved before the start of the reporting year.

	Target status in reporting year (column 9) • New – Select this option for targets that have been set in the reporting year and are still in progress. • Underway – Select this option for targets that were set before the reporting year, with an end date in the future, that have not been achieved and continue to be pursued. • Achieved – Select this option for targets that have been achieved or exceeded in the reporting year. • Achieved and maintained – Select this option for targets that are in place to maintain a certain level of performance (e.g., to maintain 100% renewable energy consumption) and this has been achieved in the reporting year. • Expired – Select this option for targets with an end date within the reporting year, that have not been achieved or maintained and have therefore expired in the reporting year. • Revised – Select this option for targets that were set before the reporting year but a revision has been made to any of the elements in columns 3 to 7 in the reporting year, for example due to a recalculation or a change to the end date of the. Note that the target status should be reported as “revised” only for the reporting year when the update was conducted. • Replaced – Select this option for previously reported targets that have been replaced with another target in the reporting year, for example where a facility target has been incorporated into an organization -wide target. • Retired – Select this option for targets with an end date in the future, that have not been achieved, but will no longer be pursued. Provide more information as to why this target was retired in column 11 “Explain target coverage and identify any exclusions”. Is this target part of an overarching initiative? (column 10) • “No, it’s not part of an overarching initiative” cannot be selected in conjunction with another option. • If you are a member of the RE100 initiative, ensure to select “RE100” here. Explain target coverage and identify any exclusions (column 11) • If the target does not apply to the whole organization (i.e. the target coverage is not “Organization-wide”), provide further details of your target coverage in this column. E.g. if you have selected “Country/area/region” in column 4 “Target coverage”, specify which countries/areas/regions your target covers. • You can use this column to identify where you have a financial year or average year-based target. • If your target was originally in a different format, you may wish to give the original target before it was converted into the format required for the purposes of this table. • If your target is part of a wider carbon neutrality goal, a regulatory requirement, or a longer-term target, you can also explain this here.
Explanation of terms	• Low-carbon energy: in line with the IEA definition, low-carbon technologies are technologies that produce low – or zero – greenhouse-gas emissions while operating. In the power sector this includes fossil-fuel plants fitted with carbon capture and storage, nuclear plants and renewable-based generation technologies. Natural gas, combined cycle gas turbine and fossil fuel-based combined heat and power (cogeneration), despite being less carbon intensive than other means of electricity production like coal, are not considered low-carbon. • Target to reduce methane emissions, or “methane-specific target” is any target to reduce specifically methane (CH_4) emissions e.g. reduction of leakage, venting or flaring of methane. • Net-zero target: the SBTi Net-Zero Standard defines corporate net-zero as:

	- Reducing Scope 1, 2 and 3 emissions to zero or to a residual level that is consistent with reaching net-zero emissions at the global or sector level in eligible 1.5°C scenarios or sector pathways and; - Neutralizing any residual emissions at the net-zero target date and any GHG emissions released into the atmosphere thereafter. - Renewable energy: Energy taken from sources that are inexhaustible, e.g. wind, water, solar, geothermal energy and sustainable biofuels (adapted from the GHG protocol, 2004).

Tags		
Authority Type	All requesters	
Environmental Issue (Theme)	Question level	CC only
Questionnaire Sector	Question level	All

Emissions Reduction Initiatives

(20.17) Did you have emissions reduction initiatives that were active within the reporting year? Note that this can include those in the planning and/or implementation phases.

Question details	
Question dependencies	This question only appears if either "Yes" option has been selected in any row of column 1 of 20.1.
Change from last year	No change
Alignment with full questionnaire	Modified question (7.55, 7.55.4)
Rationale	Once your organization has measured its carbon footprint, an important next step is to identify where the most intense areas of emissions are and take action to reduce these emissions. Implementing emission reduction initiatives as part of your organization's strategy has many benefits, including potential cost savings and improved efficiencies (e.g., optimizing transportation routes can help consolidate routes, resulting in reduced emissions and costs related to shipping). Additionally, many countries and organizations are setting emissions targets themselves, and want to understand what initiatives organizations in their supply chain are implementing to help contribute to these targets and reduce negative environmental impacts. The answer to this question enables CDP data users to understand your organization's commitment to reducing emissions beyond business-as-usual scenario (beyond standard maintenance/replacement activities) or why you do not engage in the best practice of actively reducing your emissions.
Response options	Please complete the following table:

1	2
Emissions reduction initiative	Primary reason for not having an emissions reduction initiative
Select from: - Yes - No, but we plan to within the next two years - No, and we do not plan to within the next two years	Select from: - Important but not an immediate business priority - Judged to be unimportant - Insufficient data on operations - No instruction from management - Other, please specify

[Fixed row]

<table>
<tr><td>Requested content</td><td>General

It is acknowledged that maintenance activities can have a beneficial impact on carbon emissions. Only activities that have either been part of a defined program of emissions reduction activities or where additional investment beyond standard maintenance/replacement has been made for the purposes of reducing emissions in the value chain should be reported here.
It is acknowledged that diverse companies often have large number of emissions reduction initiatives operating over varying time periods and scales. You should answer this question in the context of the reporting year. This could include initiatives that have become operational within the reporting year (e.g. installation of new equipment, or instigation of new operational practices) or commitments that have been made in the reporting year (e.g. investments made which are yet to become fully operational).
If you are reporting a market-based Scope 2 figure, you can reflect any renewable energy purchasing policies as a component of emissions reduction activities. Please bear in mind, however, that if you are already buying renewable energy instruments and accounting for them at a zero emissions factor, then emissions reduction activities can only be achieved as “additional purchases” to what you are already doing. Therefore, emissions reduction activities are established by comparing what you have done in the previous year and what you are proposing to do in the future.
Measures taken to reduce Scope 3 emissions may be reported here.
Initiatives do not need to relate to specific targets reported in 20.16.1 and 20.16.2.
</td></tr>
<tr><td>Additional information</td><td>Where should my organization start?

Examples of actions to reduce emissions, as outlined on page 19 of the 1.5C-Business-Playbook-Version-3.0.pdf (exponentialroadmap.org) include:

Improve energy efficiency in own buildings through retrofitting and digital automation.
Improve energy efficiency in factory production processes and machines e.g. by investing in new technology and digital automation.
Switch to renewable energy for all processes, buildings and sites with the goal of reaching 100% renewable energy as soon as possible.
Install new on-site renewable energy production and storage.
When buying renewable energy enter into power purchase agreements to ensure additionality and contribute to expanding production. If renewable electricity is not available in one market, work with other stakeholders to increase supply.
Monitor and match supply and consumption of renewable energy in both geography and time.
Require low emissions buildings, whether owned or leased, when expanding or establishing new businesses or in new locations.
Optimize the use of building space in all operations to reduce emissions and costs.
Work systematically to reduce use of resources, materials, chemicals and water in all operations.
Move towards a low-emission vehicle fleet by requiring 100% electrical or other low-emission owned and leased vehicles.

For more information on practical steps that your organization can take to reduce carbon emissions, explore other SME Climate Hub for tools and resources, including SME Climate Hub’s Action Courses and UK Business Climate Hub's steps businesses can take to cut emissions.
</td></tr>
</table>

Tags		
Authority Type	All requesters	
Environmental Issue (Theme)	Question level	CC only
Questionnaire Sector	Question level	All

(20.17.1) Provide details on the emissions reduction initiatives implemented in the reporting year in the table below.

Question details	
Question dependencies	This question only appears if you select “Yes” in response to 20.17.
Change from last year	Modified question
Alignment with full questionnaire	Modified question (7.55.2)
Rationale	CDP data users are interested in understanding how you are making progress towards your emissions reduction targets, as well as other emissions-reducing actions undertaken in the reporting year.
Response options	Please complete the following table. The table is displayed over several rows for readability. You are able to add rows by using the “Add Row” button at the bottom of the table.

1	2	3	4
Initiative type	Scope(s) or Scope 3 category(ies) where emissions savings occur	Voluntary/ Mandatory	Are you able to estimate CO_2e savings and financial impacts?
Grouped option (single-select group; single-select option) from dropdown list below:	Select all that apply: • Scope 1 • Scope 2 (location-based) • Scope 2 (market-based) • Scope 2 (approach unknown) • Scope 3 category 1: Purchased goods & services • Scope 3 category 2: Capital goods • Scope 3 category 3: Fuel-and-energy-related activities (not included in Scopes 1 or 2) • Scope 3 category 4: Upstream transportation & distribution • Scope 3 category 5: Waste generated in operations • Scope 3 category 6: Business travel • Scope 3 category 7: Employee commuting • Scope 3 category 8: Upstream leased assets • Scope 3 category 9: Downstream transportation and distribution • Scope 3 category 10: Processing of sold products • Scope 3 category 11: Use of sold products	Select from: • Voluntary • Mandatory	Select from: • Yes • No

	• Scope 3 category 12: End-of-life treatment of sold products • Scope 3 category 13: Downstream leased assets • Scope 3 category 14: Franchises • Scope 3 category 15: Investments • Scope 3: Other (upstream) • Scope 3: Other (downstream)		

5	6	7	8	9	10
Estimated annual CO_2e savings (metric tons CO_2e)	Investment required (unit currency – as specified in 14.2)	Annual monetary savings (unit currency – as specified in 14.2)	Payback period	Estimated lifetime of the initiative	Comment
Numerical field [enter a number from 0-999,999,999,999 using a maximum of 2 decimal places and no commas]	Numerical field [enter a number from 0-999,999,999,999,999 using no decimal places, and no commas]	Numerical field [enter a number from 0-999,999,999,999,999 using no decimal places, and no commas]	Select from: • <1 year • 1-3 years • 4-10 years • 11-15 years • 16-20 years • 21-25 years • >25 years • No payback	Select from: • <1 year • 1-2 years • 3-5 years • 6-10 years • 11-15 years • 16-20 years • 21-30 years • >30 years • Ongoing	Text field [maximum 1,500 characters]

[Add row]

Initiative type (column 1)		
• Company policy or behavioral change • Supplier engagement • Customer engagement • Site consolidation/closure • Change in purchasing practices • Resource efficiency • Waste management • Other company policy or behavioral change, please specify • • Energy efficiency in buildings • Insulation • Maintenance program • Draught proofing • Solar shading • Building Energy Management Systems (BEMS) • Heating, ventilation and air conditioning (HVAC) • Lighting • Motors and drives • Combined heat and power (cogeneration)	Fugitive emissions reductions • Agricultural methane capture • Agricultural nitrous oxide reduction • Landfill methane capture • Oil/natural gas methane leak capture/prevention • Refrigerant leakage reduction • Carbon capture and storage/utilization (CCS/U) • Other fugitive emissions reductions, please specify • Low-carbon energy consumption • Solid biofuels • Liquid biofuels • Biogas • Geothermal • Large hydropower (>25 MW) • Small hydropower (<25 MW) • Hydropower (capacity unknown) • Renewable hydrogen fuel cell • Solar heating and cooling • Solar PV • Solar CSP	Non-energy industrial process emissions reductions • Process equipment replacement • Process material substitution • Process material efficiency • Carbon capture and storage/utilization (CCS/U) • Other non-energy industrial process emissions reductions, please specify • Transportation • Business travel policy • Teleworking • Employee commuting • Company fleet vehicle replacement • Company fleet vehicle efficiency • Other transportation, please specify Waste reduction and material circularity • Waste reduction • Product or service design • Product/component/material reuse • Product/component/material recycling

• Other energy efficiency in buildings, please specify • Energy efficiency in production processes • Waste heat recovery • Cooling technology • Process optimization • Fuel switch • Compressed air • Combined heat and power (cogeneration) • Wastewater treatment • Reuse of water • Reuse of steam • Machine/equipment replacement • Automation • Electrification • Smart control system • Motors and drives • Product or service design • Other energy efficiency in production processes, please specify	• Nuclear • Wind • Tidal • Wave • Fossil fuel plant fitted with CCS • Low-carbon electricity mix • Other low-carbon energy consumption, please specify • Low-carbon energy generation • Solid biofuels • Liquid biofuels • Biogas • Geothermal • Large hydropower (>25 MW) • Small hydropower (<25 MW) • Hydropower (capacity unknown) • Renewable hydrogen fuel cell • Nuclear • Solar heating and cooling • Solar PV • Solar CSP • Wind • Tidal • Wave • Fossil fuel plant fitted with CCS • Other low-carbon energy generation, please specify	• Remanufacturing • Other waste reduction and material circularity, please specify Other, please specify

Requested content	General • Organizations are asked to provide information on any emissions reduction initiatives made. • There is no need to record every action – initiatives can be recorded on a programmatic level. Companies with large numbers of initiatives should prioritize those that have the potential to provide a meaningful contribution to emissions reductions. • It is acknowledged that maintenance activities can have a beneficial impact on carbon emissions. Only those activities that have either been part of a defined program of emissions reduction initiatives or where additional investment beyond standard maintenance/replacement has been made for the purposes of reducing emissions should be reported here. • Where initiatives are part of routine maintenance or necessary equipment replacement (e.g. necessary replacement of equipment that has an additional benefit in emissions reduction), enter the additional (premium) costs and additional monetary savings associated with the lower emissions model (if applicable). • It should be noted that not all emissions reduction initiatives carry with them a significant cost – many initiatives, such as resource efficiency, have fairly negligible investment costs yet offer potentially high monetary savings. These initiatives should be included in the table, with the minimal investment required reflected in the "Investment required" column, and by selecting the payback of less than a year option (if this is the case). Initiative type (column 1) • Select the type of initiative you have undertaken from the drop-down options provided. Company policy or behavioral change – Select this option for initiatives relating to a

	change in company policy (e.g. value chain engagement, a new procurement policy) or an organizational behavioral change (e.g. resource efficiency improvements such as reducing paper use, waste management improvements such as reducing food waste etc.). Note that changes in company transportation policies should not be reported here but under the initiative category "Transportation". • Energy efficiency in buildings – Select this option for all energy efficiency initiatives relating to buildings, including those relating to the building fabric (e.g. insulation, draught-proofing, etc.) and those relating to building services (e.g. HVAC, BEMS etc.) • Energy efficiency in production processes – Select this option for all energy efficiency initiatives relating to processes (e.g. waste heat recovery, process optimization, compressed air, combined heat and power, automation, smart control systems, product/service design to improve energy efficiency etc.) • Fugitive emissions reductions – Select this option for initiatives to reduce fugitive emissions (e.g. methane capture, agricultural nitrous oxide reductions, refrigerant leakage reduction etc.). • Low-carbon energy consumption – Select this option for emissions reduction initiatives relating to increasing low-carbon energy consumption i.e. energy from renewable sources, nuclear plants and fossil-fuel plants fitted with carbon capture and storage. Note that if increasing low carbon energy consumption has been a component of your emissions reduction initiatives please also report the other accompanying information 20.16.1 or 20.16.2. If you select "Solid biofuels", "Liquid biofuels", or "Biogas" you should specify whether any of the biofuels are derived from sustainable biomass and/or if they are being used for bioenergy with carbon capture and storage (BECCS) in the "Comment" column (column 10). Refer to CDP's Technical note on Biofuels for more information. Members of the RE100 initiative selecting this option should ensure to enter a figure in column 7 "Annual monetary savings". • Low-carbon energy generation – Select this option for initiatives relating to the installation of low-carbon energy generating facilities (renewable, nuclear or fossil-fuel plants fitted with carbon capture and storage) at your own site or at others on behalf of your clients. If you select "Solid biofuels", "Liquid biofuels", or "Biogas" you should specify whether any of the biofuels are derived from sustainable biomass and/or if they are being used for bioenergy with carbon capture and storage (BECCS) in the "Comment" column (column 10). Refer to CDP's Technical note on Biofuels for more information. Members of the RE100 initiative selecting this option should ensure to enter a figure in column 7 "Annual monetary savings". • Non-energy industrial process emissions reductions – Select this option only for initiatives to reduce emissions from industrial production processes which chemically or physically transform materials (e.g. CO_2 from the calcinations step in cement manufacturing, CO_2 from catalytic cracking in petrochemical processing, PFC emissions from aluminum smelting etc.) • Transportation – Select this option for initiatives relating to employee travel and commuting and the company fleet. • Waste reduction and material circularity – Select this option for circular economy and waste reduction initiatives (e.g. reuse, recycling, remanufacturing, product/service design to reduce waste etc.). • Other, please specify – If none of the listed categories are applicable to your initiative, select this option and specify the initiative. Scope(s) or Scope 3 category(ies) where emissions savings occur (column 2) • Select the Scope(s) and/or Scope 3 categories where the emission reductions are expected to occur.

	• If the initiative covers multiple Scopes, select all Scopes and Scope 3 categories where emissions reductions are expected to occur. Voluntary/Mandatory (column 3) • Select whether the initiative is mandatory (i.e. to comply with regulation), or a voluntary initiative. Are you able to estimate CO2e savings and financial impacts? (column 4) • CDP recognizes that implementing emission reduction initiatives is a journey for small and medium-sized enterprises and depends on a number of factors, such as size and available resources. • If you are able to estimate CO2e savings and/or financial impacts of your organization's emission reduction initiatives, select "Yes" and you will be able to provide these figures in columns 5-8. • If you are not yet able to estimate CO2e savings and/or financial impacts of your organization's emission reduction initiatives, select "No" and you will not presented with columns 5-8. Estimated annual CO2e savings (metric tons CO2e) (column 5) • Enter the expected annual CO_2e savings in all emission Scopes, in metric tons, occurring with the initiative in place. It is acknowledged that this figure is likely to be an estimate. • Where savings occur on a non-annual basis, average the savings so that an annual figure can be provided. • Where the initiative has not been in place for the entire reporting period, estimate and report the emissions that would be saved in a 12-month period, so that an annual figure can be provided. Investment required (unit currency – as specified in 14.2) (column 6) • Enter the total investment required for the initiative over its lifetime. • The number entered should be appropriate to the currency selected in question 14.2. Annual monetary savings (unit currency – as specified in 14.2) (column 7) • Enter the amount of monetary savings per year expected from the initiative (e.g. in reduced energy costs) once it is fully operational. • The number entered should be appropriate to the currency selected in 14.2. • Where savings occur on a non-annual basis, please average out so that an annual figure can be provided. Payback period (column 8) • The payback period reflects the time it takes for the investment made to be offset by the monetary savings from the initiative (Payback Period = Investment/Annual monetary savings). • The payback period is not applicable (therefore select "No payback") if: • the initiative does not require any investment and you have entered 0 (zero) in column 6 (Investment required (unit currency, as specified in 14.2)) AND/OR • the initiative does not bring any monetary savings and you have entered 0 (zero) in column 5 (Annual monetary savings (unit currency – as specified in 14.2)) Estimated lifetime of the initiative (column 9)

	• This column refers to the duration of cash flow savings from carbon mitigation investments. This data point, in years, allows data users to calculate the Internal Rate of Return of the project, also using the "Annual monetary savings," "Investment required" and "Payback period" information. • If you have multiple emissions reduction initiatives for each initiative type, select the median to answer this column. Comment (column 10) (optional) • If you select "Solid biofuels", "Liquid biofuels", or "Biogas" as the "Initiative type" (column 1), specify whether any of the biofuels are derived from sustainable biomass here.
Requested content – [sector] (if applicable)	Note for electric utility sector companies: • For electric utilities, emissions reduction initiatives may include fuel switching at existing plants or investment in lower-emitting methods of generation. Please disclose this information if applicable. Note for agricultural sector companies: • Agricultural sector companies are specifically asked to report on initiatives implemented to reduce emissions from agricultural/forestry, processing/manufacturing activities. E.g.: o Adoption of low impact agriculture/forestry practices o Increased efficiency of energy use during manufacturing o Reduced fleet use of fossil fuels or increased use of renewable fuels in transportation
Explanation of terms	• Building energy management system (BEMS): An integrated system comprising hardware, software, and services that leverage information and communication technology for monitoring, automating, and controlling energy consumption. Examples include smart meters and smart billing, data analytics, performance optimization and others. • Low-carbon energy: In line with the IEA definition, low-carbon technologies are technologies that produce low – or zero – greenhouse-gas emissions while operating. In the power sector this includes fossil-fuel plants fitted with carbon capture and storage, nuclear plants and renewable-based generation technologies. Natural gas, combined cycle gas turbine and fossil fuel-based combined heat and power (cogeneration), despite being less carbon intensive than other means of electricity production like coal, are not considered low-carbon. • Renewable energy: Energy taken from sources that are inexhaustible, e.g. wind, water, solar, geothermal energy and sustainable biofuels (adapted from the GHG protocol, 2004). • Process emissions: emissions from industrial production processes which chemically or physically transform materials (e.g. CO_2 from the calcinations step in cement manufacturing, CO_2 from catalytic cracking in petrochemical processing, PFC emissions from aluminum smelting, etc.)
Additional information	What are fugitive emissions? • Fugitive emissions are small amounts of pollutants which can leak directly into the atmosphere from various types of equipment and processes if not properly controlled or captured. For more information refer to the US EPA Center for Corporate Climate Leadership: Direct Fugitive Emissions from Refrigeration, Air Conditioning, Fire Suppression, and Industrial Gases. What is the circular economy? • The circular economy is designed to eliminate waste by maximizing the value of products and services while in use and repurposing them at the end of their lives. For more information refer to SME Climate Hub resources including, Business in the Community: Accelerating to net zero with the circular economy.

Tags		
Authority Type	All requesters	
Environmental Issue (Theme)	Question level	CC only
Questionnaire Sector	Question level	All

Module 21: SME - Sign Off

Verification of other environmental information

(21.1) Is any environmental information included in your CDP response (not already reported in 20.8) is verified and/or assured by a third party?

Question details	
Change from last year	No change
Alignment with full questionnaire	Modified question (13.1)
Rationale	This information gives data users confidence in the quality and credibility of your organization's response. CDP supports third-party verification and assurance as good practice in environmental reporting as it ensures the reliability of the data and processes disclosed. This question allows leading organizations to report their efforts on this and to highlight trends in verification and assurance of interest to investors and purchasing organizations. CDP also recognizes the growing importance to organizations of disclosing credible independently verified environmental data for demonstrating compliance with emerging standards and regulations.
Ambition	Organizations work with an accredited third party to verify/assure data disclosed in their CDP response using a reputable standard.
Response options	Select one of the following options: • Yes • Third-party verification/assurance is currently in progress • No, but we plan to obtain third-party verification/assurance of other environmental information in our CDP response within the next two years • No, and we do not plan to obtain third-party verification/assurance of other environmental information in our CDP response within the next two years

Requested content	General • This question requests whether any of the environmental information in your CDP response (other than information disclosed in question 20.8) has been verified and/or assured by a third party, (i.e., an independent body) and not by your own or partner organization.
Explanation of terms	• Assurance: demonstration that specified requirements relating to a product, process, system, person, or entity are fulfilled (AFi, 2024). • Third-party verification: verification conducted by an independent entity that does not provide other services to the organization (AFi, 2024). • Verification: assessment and confirmation of compliance, performance, and/or actions relative to a stated commitment, policy, goal, target, or other obligation. Verification signifies that information is checked and confirmed by persons other than those involved in the operation or entity being assessed (AFi, 2024).

Tags		
Authority Type	All requesters	
Environmental Issue (Theme)	Question level	All
Questionnaire Sector	Question level	All

(21.1.1) Which data points within your CDP response are verified and/or assured by a third party, and which standards were used?

Question details

Question dependencies	This question only appears if you select “Yes” or “Third-party verification/assurance is currently in progress” in response to 21.1.
Change from last year	No change
Alignment with full questionnaire	Modified question (13.1.1)
Rationale	This information allows data users to understand which elements of your organizations CDP response have been verified/assured by an accredited third-party.
Ambition	Organizations disclose and provide evidence that the environmental data within their CDP response has been verified, through credible standards.
Response options	Please complete the following table. You are able to add rows by using the “Add Row” button at the bottom of the table.

1	2	3	4	5
Environmental issue for which data has been verified and/or assured	Disclosure module and data verified and/or assured	Verification/assurance standard	Further details of the third-party verification/assurance process	Attach verification/assurance evidence/report (optional)
Select all that apply: • Climate change • Forests • Water	Grouped option (single-select group; single-select option) from dropdown list below:	Grouped option (multi-select group; multi-select option) from dropdown list below:	Text field [maximum 2,000 characters]	[Attachment functionality]

[Add row]

<table>
<tr><th colspan="2">Data verified and/or assured (column 2)</th></tr>
<tr><td>Introduction
• All data points in module 14
• Other data point in module 14, please specify

Identification, assessment, and management, risks, and opportunities
• Identification, assessment, and management processes
• All data points in module 15
• Other data point in module 15, please specify

Disclosure of risks and opportunities
• Financial effect of environmental risks
• All data points in module 16
• Other data point in module 16, please specify

Governance
• Environmental policies
• All data points in module 17
• Other data point in module 17, please specify

Business strategy
• Transition plans [CC only]
• All data points in module 18
• Other data point in module 18, please specify</td>
<td>Environmental performance – Consolidation approach
• Consolidation approach
• All data points in module 19
• Other data point in module 19, please specify

Environmental performance – Climate change
• Allocation of emissions to customers [SC only]
• Electricity/Steam/Heat/Cooling consumption
• Emissions reduction initiatives/business activities
• Progress against targets
• Renewable Electricity consumption
• Target-setting methodology
• Year on year change in absolute emissions (Scope 1 and 2)
• Year on year change in absolute emissions (Scope 3)
• Year on year change in emissions intensity (Scope 1 and 2)
• Year on year change in emissions intensity (Scope 3)
• All data points in module 20
• Other data point in module 20, please specify
• All data points in CDP response</td></tr>
</table>

Verification/assurance standard (column 3)	
General • AA1000AS • Aluminium Stewardship Initiative (ASW) • ASAE 3000 [CC and W only] • Attestation Standards (AT-C Section 105 & 210/205) established by the American Institute of Certified Public Accountants (AICPA) • Compagnie Nationale des Commissaires aux Comptes (CNCC) • CRevR 6 Bestyrkande av hållbarhetsredovisning (RevR 6 Assurance of Sustainability) • CSAE 3000 [CC and W only] • DNV Verisustain Protocol / Verification Protocol for Sustainability Reporting • Dutch Standard 3000A • IDW AsS 821: IDW Assurance Standard: Generally Accepted Assurance Principles for the Audit or Review of Reports on Sustainability Issues • International Sustainability and Carbon Certification (ISCC) [CC and F only] • ISAE 3000 • ISAE 3410, Assurance Engagements on Greenhouse Gas Statements • RevR6 Procedure for assurance of sustainability report from Far, the Swedish auditors professional body • Roundtable on Sustainable Biomaterials (RSB) • SGS Sustainability Report Assurance • Standard 3810N Assurance engagements relating to sustainability reports of the Royal Netherlands Institute of Registered Accountants • SURE (Sustainable Resources Verification Scheme) [CC and F only] • Sustainable Biomass Program (SBP) • Verified Carbon Standard (VCS) [CC and F only] • Other general verification standard, please specify Water • Other water verification standard, please specify Forests • Other forests verification standard, please specify	Climate change • ABNT NBR ISO 14064-3:2007 (Associação Brasileira de Normas Técnicas) • Advanced technologies promotion Subsidy Scheme with Emission reduction Target (ASSET) • Airport Carbon Accreditation (ACA) des Airports Council International Europe • Alberta Specified Gas Emitters Regulation • ASAE 3410 • Australia National Greenhouse and Energy Regulations (NGER Act) • California Mandatory GHG Reporting Regulations (Californian Air Resources Board regulations) • Canadian Institute of Chartered Accountants (CICA) Handbook: Assurance Section 5025 • Carbon Trust Standard • Chicago Climate Exchange verification standard • Climate Action Reserve • Corporate GHG Verification Guidelines from ERT • CSAE 3410 • Earthcheck Certified • ERM GHG Performance Data Assurance Methodology • ERT Standard “Corporate Greenhouse Gas Verification” • IDW PS 821: IDW IDW Prüfungsstandard: Grundsätze ordnungsmäßiger Prüfung oder prüferischer Durchsicht von Berichtenim Bereich der Nachhaltigkeit • IRECS (International Renewable Energy Certificate services) • ISO 14064-1 • ISO 14064-3 • JVETS (Japanese Voluntary Emissions Trading Scheme) Guideline for Verification • Korean GHG and energy target management system • NMX-SAA-14064-3-IMNC: Instituto Mexicano de Normalización y Certificación A.C • Saitama Prefecture Target-Setting Emissions Trading Program • Spanish Institute of Registered Auditors (ICJCE) • SSAE 3000 • State of Israel Ministry of Environmental Protection, VERIFICATION OF GREENHOUSE GAS EMISSIONS AND EMISSIONS REDUCTION IN ISRAEL GUIDANCE DOCUMENT FOR CONDUCTING VERIFICAITONS, Process A • Swiss Climate CO2 label • Thai Greenhouse Gas Management Organization (TGO) • The Climate Registry’s General Verification Protocol (GVP) • Toitū carbon reduce • Toitū climate positive • Toitū net carbon zero • Tokyo Emissions Trading Scheme • Verification under the EU Emissions Trading Scheme (EU ETS) Directive and EU ETS related national implementation laws • Other climate change verification standard, please specify

<table>
<tr><td>Requested content</td><td>Disclosure module and data verified and/or assured (column 2)
• Select the questionnaire module in which the verified/assured data is reported.
• For each module selected, indicate the data points from your CDP response that have been verified/assured by a third party.
• If the verified/assured data points are not listed, select “Other data point in …, please specify” and provide the relevant data point.

Verification/assurance standard (column 3)
• This column requests the verification standard against which the verification/assurance process has been undertaken. It does not refer to the reporting or calculation standard.
• The options provided are not a comprehensive list of all acceptable environmental-related verification/assurance standards. Inclusion here does not mean that CDP has made a judgement about the standards or is promoting the use of any particular standard above another.
• Refer to the following criteria when considering if a verification standard is credible:
o cRelevance: The standard should specify that it relates to a third-party audit or verification process; for a program-related standard, third-party verification should be specified as part of the program compliance.
o Competency: The standard should include a statement regarding the competency of verifiers; where it is a program and verification parties are stipulated, competency is assumed to be determined by the second party and therefore need not be explicit in the standard.
o Independence: The standard should contain a requirement that ensures that impartiality is maintained in cases where the same external organization compiles and verifies a responding organization’s inventory.
o Terminology: The standard should specify the meaning of any terms used for the level of the finding (e.g. limited assurance; reasonable assurance).
o Methodology: The standard should describe a methodology for the verification that includes the verification of the process and/or system controls and the data.
o Availability: The standard should be available for scrutiny.

Further details of the third-party verification/assurance process (column 4)
• You may use this column to provide additional details about the verification/assurance process such as:
o How often the verification/assurance is performed;
o The scope it encompasses (i.e., whether it applies to your direct operations only, to your upstream/downstream value chain; or only to selected regions, facilities, and products);
o The rationale for the chosen data points, and standard;
o The level of assurance the verification provides (i.e., Limited assurance, Moderate assurance, Reasonable assurance, or High assurance); and
o Any parts of the data point selected in column 2b that are excluded from the verification process, and why.
• If you are reporting verification/assurance of target-related details, provide any relevant target reference numbers.

Attach verification/assurance evidence/report (optional) (column 5)
• You may attach a copy of your verifier’s report or equivalent document here. This is optional but will support the robustness of your disclosure.</td></tr>
<tr><td>Additional information</td><td>• For further details on good practice for verification and assurance refer to CDP’s guide on the business benefits of third-party verification of environmental data.
• There is no requirement for data to be verified twice, as such data that has already been verified for one scheme/reporting effort can normally be used for another. Check the specifications of your verification body/evidence to ensure this is the case.</td></tr>
</table>

Tags

Authority Type	All requesters	
Environmental Issue (Theme)	Question level	All
Questionnaire Sector	Question level	All

Sign Off

(21.2) Provide the following information for the person that has signed off (approved) your CDP response.

Question details	
Change from last year	No change
Alignment with full questionnaire	No change (13.3)
Rationale	CDP asks organizations to identify the job title and corresponding job category of the person signing off (approving) the CDP response. This information signals to investors where in the corporate structure direct responsibility is being taken for the response and the information contained therein.
Response options	Please complete the following table:

1	2
Job title	Corresponding job category
Text field [maximum 200 characters]	Select from: • Board chair • Director on board • Chief Executive Officer (CEO) • Chief Financial Officer (CFO) • Chief Operating Officer (COO) • Chief Procurement Officer (CPO) • Chief Risk Officer (CRO) • Chief Sustainability Officer (CSO) • Other C-Suite Officer • President • General Counsel • Business unit manager • Energy manager • Environmental, health and safety manager • Environment/Sustainability manager • Facilities manager • Process operation manager • Procurement manager • Public affairs manager • Risk manager • Other, please specify

[Fixed row]

Requested content	Job title (column 1) • Enter the title of the person who has signed off on this CDP response. • Note that this question asks about the position and not about the name of the individual holding this position. Do not include names or any other personal data in your response. Corresponding job category (column 2)

	• Select the job category that most closely corresponds with the job title provided in column 1 "Job title". The job category selected should clearly correspond with the title given in column 1 "Job title". • If you select "Other, please specify", provide a label for the corresponding job category.

Tags		
Authority Type	All requesters	
Environmental Issue (Theme)	Question level	All
Questionnaire Sector	Question level	All

Water Action Hub

(21.3) Please indicate your consent for CDP to share contact details with the Pacific Institute to support content for its Water Action Hub website.

Question details	
Change from last year	No change
Alignment with full questionnaire	No change (13.4)
Rationale	The CEO Water Mandate Water Action Hub is an online platform that catalogues water stewardship projects around the world and enables interested parties to connect and work together to solve local and regional water challenges. CDP will share public response data from 16.1.1 with the Pacific Institute to be reviewed as potential water stewardship projects for upload to the Water Action Hub website. Only responses to the following datapoints will be considered for upload: • For the Water environmental issue: Country/Area where the risk occurs; River basin where the risk occurs; Primary response to risk; Description of response. CDP's Privacy Policy can be found here.
Response options	Select from: • Yes, CDP may share our Disclosure Submission Lead contact details with the Pacific Institute • No

Requested content	General • If you select "Yes, CDP may share our Disclosure Submission Lead contact details with the Pacific Institute", CDP will provide your public response data from one question to the CEO Water Mandate's Water Action Hub. Only your responses to 16.1.1 will be shared and reviewed as potential water stewardship projects for upload to the Water Action Hub website. • This will also allow the Pacific Institute to contact your organization if your response data includes a project with potential for inclusion on the Water Action Hub. Your contact information will be kept confidential.

Tags		
Authority Type	All requesters	
Environmental Issue (Theme)	Question level	W only
Questionnaire Sector	Question level	All