

## CARBON FOOTPRINT QUESTIONNAIRE

### GENERAL INFORMATION ABOUT THE CLIENT

Company:  
with legal form

Address:

Postcode, City:

Country:

Head Office:

Country:

Contact Person:      Mrs. /      Mr.

Position:

Telephone:

Fax:

E-Mail:

Internet:

Number of sites:

Employees:

### REQUESTED INTERNATIONAL STANDARD FOR CALCULATION OF THE CARBON FOOTPRINT

1. Preferred standard to be used for the calculation (select one)

**GHG Protocol**

ISO 14064-1

PAS 2050

Other standard

### REQUESTED CARBON FOOTPRINT VERIFICATION

1. Do you require the Carbon Footprint to be verified by a third party? (we use official verification partners)       **Yes**       No

### GENERAL INFORMATION ABOUT THE DESIRED CALCULATION AND VERIFICATION

1. Which level of accounting (depth of detail) shall be applied for the calculation and verification?

**limited**

reasonable

2. Which of the following footprint calculations and verifications will be requested?

	<i>Carbon footprint</i>	<i>Carbon neutrality</i>
Organization	<input type="checkbox"/>	<input type="checkbox"/>
Product	<input type="checkbox"/>	<input type="checkbox"/>
Service	<input type="checkbox"/>	<input type="checkbox"/>
Event	<input type="checkbox"/>	<input type="checkbox"/>
Building	<input type="checkbox"/>	<input type="checkbox"/>

3. Which emission sources shall be calculated?

<i>Scope 1</i>	<i>Scope 2</i>	<i>Scope 3</i>
On-site energy production Company owned vehicles Production-related combustion processes Other, direct GHG emissions (e.g. from chemical processes)	External power consumption District heating Other, indirect energy-related GHG emissions	Business travel Commuting Material consumption Outsourced working steps Production of raw materials Transportation Sales of products Use phase Disposal / Recycling
Other	Other	Other

## DETAILS FOR THE SPECIFIC CALCULATIONS

### *Organizational Boundaries*

1. What type of organization shall be accounted (e.g. companies, department, NGO, university, etc.)?
2. How many sites shall be considered for the calculation of the carbon footprint?
3. Are there any differences between the sites (e.g. production sites, administrative offices, marketing offices etc.)?
4. Are there any head offices, or particularly large or important offices? How many? Where are those?

### *Calculation of Products*

1. What kind of product shall be considered for carbon footprint calculation?
2. How many production steps are included (e.g., raw material extraction, pre-production, final production, etc.)?
3. How many sites are involved in the production process? Are these sites distributed multinational?
4. How many raw materials are needed for production (approximate statement is sufficient)?

### *Calculation of Services*

1. Which kind of service shall be considered for carbon footprint calculation?
2. How many sites of the organization are relevant for this service?
3. Is the service provided locally, regionally or internationally?

### *Calculation of Events*

1. What kind of event shall be considered for carbon footprint calculation?
2. How many visitors are expected? Will the audience be national or international?
3. How many locations and which total area (approximately) will be occupied for the event?

## Calculation of Buildings

1. What shall exactly be considered for carbon footprint calculation: construction, occupancy, deconstruction or net zero emission buildings?
2. How large is the (proposed) building (approximate statement is sufficient)?
3. Which type of building should be considered for carbon footprint calculation (location, planned utilization)?

## SUSTAINABILITY REPORT

1. Is your company obliged to develop a sustainability report according to the Global Reporting Initiative (GRI)?	Yes	No
2. Are you interested in service of preparing a sustainability report?	Yes	No

Please fill out the questionnaire and send it to [neutrality@vertis.com](mailto:neutrality@vertis.com).

**We will be happy to provide you with a corresponding proposal. If you have any questions regarding the questionnaire or the desired service, please do not hesitate to contact us.**

## ABOUT VERTIS - 20 YEARS IN THE CARBON MARKET

Established in 1998, Vertis Environmental Finance was one of the first companies in the world to be involved in the carbon markets as pioneer of the Kyoto Protocol's Joint Implementation projects, helping companies to finance emission reduction investments. Vertis' mission is to inspire and empower businesses to make the transition to a low carbon economy.



Winner  
Emissions  
Dealer

