

#### **Emission factors**

Greenhouse gas (GHG) emissions were calculated following the methodology outlined in the GHG Standard for Scopes 1, 2 and 3, and emission factors were primarily derived from the DEFRA database.

### Methodology

Commuting	Commuting emissions were estimated by collecting data on employees' work-from-office days, average commute distances, and
primary modes of transportation through a questionnaire.	

Digital	Emissions associated with digital services were estimated using data on online meeting frequency, newsletters sent, website
	visitors, and cloud server storage space.

Flights	Flight emissions were estimated based on the distance between departure and arrival airports, incorporating data for any interim
	transfer airports.

Hotel stay	Hotel stay emissions were estimated using the total number of rooms booked, number of participants per room and nights spent at
	the hotel.

Transport	Transportation emissions were estimated based on total distance traveled and vehicle mode, utilizing a distance-based method due
	to data limitations to kilometers traveled.

**Events** Emissions associated with events were estimated using data on the number of events, total participants (distinguishing local and international), event duration, participant accommodation needs, number of coffee breaks, meals provided, and meal types.

### **Excluded data**

Commuting	Commuting data for two employees was excluded from the final calculations due to incomplete data collection, as they departed
	the company in early 2023.

**Digital** Emissions associated with sent emails were not factored into the final calculations due to a lack of data.

## Greenhouse gas emissions overview (2023)

Total t CO2e **61.74** 

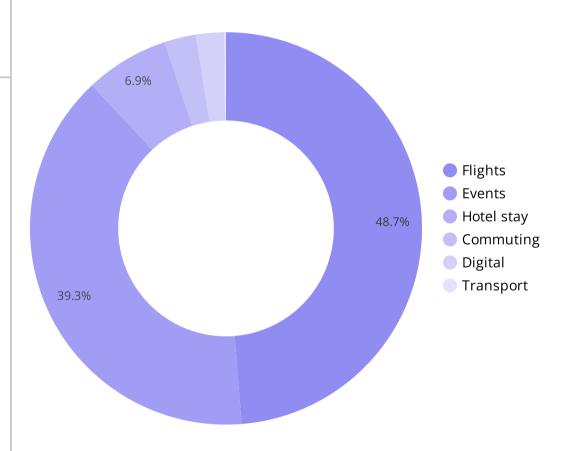
Footprint per employee

7.717

Category	Estimate t CO2e ▼
Flights	30.08
Events	24.25
Hotel stay	4.27
Commuting	1.61
Digital	1.44
Transport	0.09

Grand total 61.74

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# Planet Positive

### **CONTACT DETAILS**

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