

This is not the official reporting template of the WRI/WBCSD GHG Protocol. It is a sample template meant to help outline the reporting requirements of the GHG Protocol Corporate Standard.

Greenhouse Gas Emissions Inventory

[COMPANY NAME]
[INVENTORY YEAR]



Has this inventory been verified by an accredited third party?
<input type="checkbox"/> No <input type="checkbox"/> Yes (if yes, fill in verifier contact information below and attach verification statement)
Date of verification: MM/DD/YYYY
Verifier:
Email:
Phone:
Address:

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REQUIRED INFORMATION

Have any facilities, operations and/or emissions sources been excluded from this inventory? If yes, please specify.

Reporting period covered by this inventory

From MM/DD/YYYY to MM/DD/YYYY

ORGANIZATIONAL BOUNDARIES

Which consolidation approach was chosen (check each consolidation approach for which your company is reporting emissions.) *If your company is reporting according to more than one consolidation approach, please complete and attach an additional completed reporting template that provides your company's emissions data following the other consolidation approach(es).*

Equity Share <input type="checkbox"/>	Financial Control <input type="checkbox"/>	Operational Control <input type="checkbox"/>
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OPERATIONAL BOUNDARIES

Are Scope 3 emissions included in this inventory?

yes
no

If yes, which types of activities are included in Scope 3 emissions?

INFORMATION ON EMISSIONS

The table below refers to emissions independent of any GHG trades such as sales, purchases, transfers, or banking of allowances

EMISSIONS	TOTAL (mtCO ₂ e)	CO ₂ (mt)	CH ₄ (mt)	N ₂ O (mt)	HFCs (mt)	PFCs (mt)	SF ₆ (mt)
Scope 1							
Scope 2							
Scope 3 (OPTIONAL)							

Direct CO₂ emissions from Biogenic combustion (mtCO₂)

BASE YEAR

Year chosen as base year

Clarification of company-determined policy for making base year emissions recalculations

Context for any significant emissions changes that trigger base year emissions recalculations

Base year emissions

EMISSIONS	TOTAL (mtCO ₂ e)	CO ₂ (mt)	CH ₄ (mt)	N ₂ O (mt)	HFCs (mt)	PFCs (mt)	SF ₆ (mt)
Scope 1							
Scope 2							
Scope 3 (OPTIONAL)							

METHODOLOGIES AND EMISSION FACTORS

Methodologies used to calculate or measure emissions other than those provided by the GHG Protocol. (Provide a reference or link to any non-GHG Protocol calculation tools used)

Optional Information

ORGANIZATIONAL BOUNDARIES

List of all legal entities or facilities over which reporting company has equity share, financial control or operational control	% equity share in legal entity	Does reporting company have financial control? (yes/no)	Does reporting company have operational control? (yes/no)

If the reporting company's parent company does not report emissions, include an organizational diagram that clearly defines relationship of the reporting subsidiary as well as other subsidiaries

INFORMATION ON EMISSIONS

Emissions disaggregated by source types	
Scope 1: Direct Emissions from Owned/Controlled Operations	
a. Direct Emissions from Stationary Combustion	
b. Direct Emissions from Mobile Combustion	
c. Direct Emissions from Process Sources	
d. Direct Emissions from Fugitive Sources	
e. Direct Emissions from Agricultural Sources	
Scope 2: Indirect Emissions from the Use of Purchased Electricity, Steam, Heating and Cooling	
a. Indirect Emissions from Purchased/Acquired Electricity	
b. Indirect Emissions from Purchased/Acquired Steam	
c. Indirect Emissions from Purchased/Acquired Heating	
d. Indirect Emissions from Purchased/Acquired Cooling	

Emissions disaggregated by facility (recommended for individual facilities with stationary combustion emissions over 10,000 mtCO₂e)

Facility	Scope 1 emissions

Emissions disaggregated by country

Country	Emissions (specify Scopes included)

Emissions attributable to own generation of electricity, heat, or steam that is sold or transferred to another organization

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Emissions attributable to the generation of electricity, heat or steam that is purchased for re-sale to non-end users

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Optional Information

Emissions from GHGs not covered by the Kyoto Protocol (e.g., CFCs, NO _x ,)

Information on the causes of emissions changes that did not trigger a base year emissions recalculation (e.g., process changes, efficiency improvements, plant closures)

GHG emissions data for all years between the base year and the reporting year (including details of and reasons for recalculations, if appropriate)

Relevant ratio performance indicators (e.g. emissions per kilowatt-hour generated, sales, etc.)

An outline of any GHG management/reduction programs or strategies

ADDITIONAL INFORMATION

Information on any contractual provisions addressing GHG-related risks and obligations

An outline of any external assurance provided and a copy of any verification statement, if applicable, of the reported emissions data.

Information on the quality of the inventory (e.g., information on the causes and magnitude of uncertainties in emission estimates) and an outline of policies in place to improve inventory quality

Information on any GHG sequestration

INFORMATION ON OFFSETS

Information on offsets that have been purchased or developed <i>outside</i> the inventory boundary		
Quantity of GHGs (mtCO ₂ e)	Type of offset project	Were the offsets verified/certified and/or approved by an external GHG program (e.g., CDM)

Information on reductions <i>inside</i> the inventory boundary that have been sold/transferred as offsets to a third party.		
Quantity of GHGs (mtCO ₂ e)	Type of offset project	Were the offsets verified/certified and/or approved by an external GHG program (e.g., CDM)