**1. Company Profile and Contact Data**

|  |  |
| --- | --- |
| **Company name** (full legal name) |  |
|  | **Head Office** | **Invoice address** (only, if different) |
| **Address** |  |  |
| **Postal Code, Town** |  |  |
| **Country** | **Singapore** |  |
| **Branch of industry** |  |
| **Number of sites** |  | **Headquarters**  |  |
| **Number of employees** |  | **Webpage** |  |
| **Contact person** |  |
| **Email address** |  | **Telephone** |  |

**2. GHG Calculation**

|  |  |
| --- | --- |
| **Is the GHG calculated by a consultancy?** | [ ]  Yes, what’s the name of the consultancy?  |
| [ ]  No  |
| **Was a special computer software used for the calculation?** | [ ]  Yes, what’s the name of the software?  |
| [ ]  No  |
|  |
|  |  |  |  |  |

**3. GHG Verification**

|  |  |
| --- | --- |
| **level of assurance e applied for the verification**(for achievement of Carbon Neutrality, as well as verification under the Carbon Pricing Act, a reasonable level of assurance is required) | **[ ]** limited |
| **[ ]** reasonable |
| **Which verification is sought for?** |
| a.) Organization[ ] (continue with table **3A.**) | b.) Product[ ] (continue with table **3B.**) | c.) Emissions Report under Singapore Carbon Pricing Act[ ] (continue with table **3C.**) |

**3A. Organization**

|  |  |
| --- | --- |
| **Carbon Footprint** **[ ]**  | **Carbon Neutrality [ ]**  |
| **What type of organization shall be verified?** (e.g. companies, department, university, NGO) |  |
| **What is the key activity of your business?**(Technology branch, type of product or service) |  |
| **How many sites shall be verified?**  |  |
| **Are there any differences between the sites?** (e.g. production, distribution, administration) |  |
| **Are there any head offices or particularly large or important offices?****If so, how many?** **Where are they located?** |  |
| **Baseline year (Verification)****(**The calendar year during which the direct GHG emissions first exceed the threshold is defined as the ‘base calendar year’ in the GHG M&R Regulations.  |  |

**3B. Product**

|  |  |
| --- | --- |
| **Carbon Footprint** **[ ]**  |  **Carbon Neutrality [ ]**  |
| **What kind of product shall be verified?**(please indicate the functional unit, e.g. 1kg potatoes)  |  |
| **How many production steps are there at all?** (e.g. raw material extraction, preproduction, final production) |  |
| **How many sites are involved in the production process including preliminary and intermediate production?** (please indicate geographical location) |  |
| **How many raw materials are needed for the production?** (estimation is sufficient) |  |
| **Have the approaches “Cradle-to-Gate“ or “Cradle-to-Grave“ been considered?**(accounting including or rather excluding use phase and disposal) |  |

**3C. Emissions Report under Singapore Carbon Pricing Act**

|  |  |
| --- | --- |
| **What business sector is your organisation active in?**(e.g. manufacturing, supply of electricity/gas/steam/compressed air/chilled water, water supply and waste management) |  |
| **How many reportable/taxable facilities shall be verified?** |  |
| **Do the facilities qualify under the Carbon Pricing Act’s complex sector criteria?**(e.g. semi-conductor, chemical products, refining of oil and gas) |  |
| **What is the emission threshold for each reportable/taxable facility**(please indicate the threshold for each facility separately) |  |
| **Have monitoring plans, including QMF, been validated and approved by NEA?** |  |
| **Has an official GHG Manager been appointed?**(please provide Contact Details of the GHG Manager, if different from contact person in Table 1) |  |

**4. Which emission sources shall be verified?**

(For verification under the Carbon Pricing Act, only Scope 1, stationary combustion applies)

|  |  |  |
| --- | --- | --- |
| **Scope 1** | **Scope 2** | **Scope 3** |
| Direct emissions from **stationary combustion** (e.g. natural gas, heating oil) | [ ]  | Indirect emissions from **purchased/acquired electricity** | [ ]  | **Material consumption** (e.g. paper, packaging, raw materials; please specify in the following) | [ ]  |
| Direct emissions from **mobile combustion** (e.g. company owned vehicles) | [ ]  | Indirect emissions from **purchased/acquired heating/cooling** | [ ]  | **Refrigerants** (upstream chain) | [ ]  |
| Direct emissions from **fugitive sources** (e.g. refrigerant leakage) | [ ]  | Indirect emissions from **purchased/acquired steam** | [ ]  | **Fuel- and energy-related activities** (not included in Scope 1 or Scope 2) | [ ]  |
| Direct emissions from **process sources**(e.g. wastewater treatment, consumption of CO2 or other chemical processes) | [ ]  |  | Upstream/downstream **transport and distribution**  | [ ]  |
|  | **Disposal / Recycling**  | [ ]  |
| **Business travel** | **[ ]**  |
| **Commuting**  | **[ ]**  |
| **Sale of products** (e.g. retail) | [ ]  |
| **Use phase** | [ ]  |
| **Outsourced working steps** (e.g. logistics carried out by external contractors)  | [ ]  |
| In case of further emission sources, please list in the following       | In case of further emission sources, please list in the following       | In case of further emission sources, please list in the following       |

We confirm above information to be and agree that this information may be stored for the purposes of drafting an offer and processing any resulting order or transactions.

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Singapore/ |  |   |  |  |
| Place/Date |  | Name/Designation |  | Signature  |