

Where to find data for Carbon Planner



To estimate a carbon footprint for your business, we'll ask you questions in the nine categories below.

We base your estimated carbon footprint and suggested actions on the answers you give us. So it's important you use the most accurate data you can.

We've put together this guide to make it easier to find the data you need. If you don't have all the answers to hand, you can make a start with what you have, and add more over time.

Category	What we'll ask for	Where to find it
Business travel	<ul style="list-style-type: none">• Total distance travelled by staff by car and/or aeroplane over 12 months	<ul style="list-style-type: none">• Check company travel policies• View expense reports• Ask your finance team• Look at accounting or reporting systems• Give employees a questionnaire
Company vehicles	<ul style="list-style-type: none">• Types of vehicles and how many you have• Fuel costs over a 12-month period• How much fuel different vehicles consume	<ul style="list-style-type: none">• Ask colleagues responsible for fleet management and procurement• Review an asset or fleet list• View bills or fuel accounts• Check accounting or reporting systems that record fuel costs
Employee commuting	<ul style="list-style-type: none">• How many employees commute to work• Average commuting distance per day and mode of travel	<ul style="list-style-type: none">• Use reported figures or send employees a survey to gather this info

Freight

- Costs of using suppliers to transport goods by air, sea, or road
 - Distances travelled and weight of goods transported over 12 months
 - Ask colleagues in charge of freight and finance
 - View accounting or reporting systems that cover freight info
 - Check bills or supplier accounts (and collate the totals if necessary)
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Fuel and electricity

- Fuel and energy types you use
 - What it's used for
 - How much you use and in what type of building
 - Ask your finance or building management teams
 - View meter readings and bills from your providers
 - Look at the reports from past energy audits or arrange a new one
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Materials

- Materials you produce or purchase
 - Source, weight, and cost of materials bought over the last twelve months
 - Ask the teams who manage these areas
 - Check invoices, accounting or reporting systems, supplier guides, or data sheets
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Refrigerant gas

- Whether you use refrigerant gas in a heating, ventilation, and air conditioning (HVAC) system
 - Type and quantity of gas leaked into atmosphere over 12 months (both as part of normal operations and any unexpected leaks)
 - Ask your property management team
 - View the HVAC maintenance report, logbook, or service sheets
 - Ask the supplier that services the system
 - To calculate leakage, note how much refrigerant they've had to top up in kg
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Waste

- Any waste disposal facilities you own
- Types of waste and methods of disposal
- Ask the colleagues who manage your facilities
- Look at site reports
- Speak to your waste disposal partners/suppliers or check your invoices

Water

- How much water you use
 - Where your buildings are located
 - Roof types and total roof space
 - Ask your property management team
 - Check water bills or accounts/reports
 - View property list and building plans
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Need any help?

Contact us at natwestcarbonplanner@natwest.com

For more info on how we use your data, check our T&Cs.

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