

An abstract graphic on the left side of the page consists of numerous blue dots of varying sizes connected by thin blue lines. Some lines are solid, while others are dotted. The lines and dots are scattered across the left half of the page, creating a dynamic, network-like pattern.

How to calculate your emissions using excel

How to calculate your emissions?

To quickly calculate your metric tons of CO2e Scope 1 and 2 emissions you can use calculations spreadsheets such as GHG Protocol or our Flex Environmental Metrics Template. Let's take a look at how to use this file:



2024 GHG emissions tool
V1.4.0.xlsx



Environmental GHG
Emissions tool -
Quick guide.pdf



Calculating Scope 1 emissions

In the **Env Template** tab input your direct energy usage data in the corresponding row (Natural Gas, Gasoline and Diesel in this example) in the **Month** columns. In the **Annual Total** column, you will see the sum of the 12-month period you inputted.

Each row states which unit needs to be used (M3, Lt). Make sure you are using the units stated in the file, otherwise convert them accordingly.

Last year Data				
Location	Electricity (kWh)	Diesel (m ³)	Gasoline (Lt)	Natural Gas (m ³)
Singapore, SG	15,590	37.2295	4042.82	0.2704
Texas, USA	5,590	24	8505.82	0.5373
Shenzhen, CH	17,534	30	9156.911	0.1922
Total	38,714	92	21,706	1.0

Category 类别	Data to be reported 需要申报的数据	Type of Field 数据类型	Description 描述	01_JAN 一月	02_FEB 二月	03_MAR 三月	04_APR 四月	05_MAY 五月	06_JUN 六月	07_JUL 七月	08_AUG 八月	09_SEP 九月	10_OCT 十月	11_NOV 十一月	12_DEC 十二月	Annual Total 年度总额
Direct Energy sources (SCOPE 1) 直接能源 (范围1)	Natural Gas (M3) 天然气 (M3)	[numerical] 数字	Please provide your inputs in M ³ ; Please separate decimals with dots "." (Example: 10.00) 请输入M3数; 请用小数点"."分隔小数 (例如: 10.00)	0.083	0.083	0.083	0.083	0.083	0.083	0.083	0.083	0.083	0.083	0.083	0.083	1.000
	LP Gas (Liters) 液化石油气 (升)	[numerical] 数字	Please provide your inputs in LITERS; Please separate decimals with dots "." (Example: 10.00) 请输入公升数; 请用小数点"."分隔小数 (例如: 10.00)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0
	Gasoline (Liters) 汽油 (升)	[numerical] 数字	Please provide your inputs in LITERS; Please separate decimals with dots "." (Example: 10.00) 请输入公升数; 请用小数点"."分隔小数 (例如: 10.00)	1,808.83	1,808.83	1,808.83	1,808.83	1,808.83	1,808.83	1,808.83	1,808.83	1,808.83	1,808.83	1,808.83	1,808.83	21,706
	Diesel (M3) 柴油 (M3)	[numerical] 数字	Please provide your inputs in M ³ ; Please separate decimals with dots "." (Example: 10.00) 请输入M3数; 请用小数点"."分隔小数 (例如: 10.00)	7.67	7.67	7.67	7.67	7.67	7.67	7.67	7.67	7.67	7.67	7.67	7.67	92
	Ethanol (M ³) 乙醇 (M ³)	[numerical] 数字	Please provide your inputs in M ³ ; Please separate decimals with dots "." (Example: 10.00) 请输入M3数; 请用小数点"."分隔小数 (例如: 10.00)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0
	Biodiesel (Liters) 生物柴油 (升)	[numerical] 数字	Please provide your inputs in LITERS; Please separate decimals with dots "." (Example: 10.00) 请输入公升数; 请用小数点"."分隔小数 (例如: 10.00)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0
Fuel data source 燃料数据来源	Invoices 发票			Invoices 发票	Invoices 发票	Invoices 发票	Invoices 发票	Invoices 发票	Invoices 发票	Invoices 发票	Invoices 发票	Invoices 发票	Invoices 发票	Invoices 发票	Invoices 发票	

Energy from fuels

Once you have input your monthly information, scroll to the right and input the % of the energy that comes from the US or Canada to get the Energy calculations. Note that if it is zero, please enter 0 and don't leave blank.

12_DEC 十二月	Annual Total 年度总额	Location in the CDP questionnaire CDP问卷中的位置	ENERGY 能源 Please input below the % of your fuels that come from the US or Canada 请输入以下来自美国或加拿大的燃料百分比	Results for :(C8.2a) Consumption of purchased or acquired electricity MWh 从不可再生能源购买或获得的电力消耗量 MWh	Energy source and unit 能源来源及单位
3	0.083	1,000	54	5.94	Natural Gas (MWh) 天然气 (MWh)
0	0.00	0	0	0.00	LP Gas (MWh) 液化石油气 (升)
3	1,808.83	21,706	39	201.71	Gasoline (MWh) 汽油 (MWh)
7	7.67	92	26	935.68	Diesel (MWh) 柴油 (MWh)
0	0.00	0	0	0.00	Ethanol (MWh) 乙醇 (MWh)
0	0.00	0	0	0.00	Biodiesel (MWh) 生物柴油 (MWh)
Invoices 发票				369.17	Non Renewable Electricity (MWh) 不可再生能源 (MWh)
7	32,261.67	387,140.00			

Please review the Energy section at the right side of the table --->

请查看表格右侧的能源部分

ENERGY 能源 Results for :(C8.2a) Consumption of purchased or acquired electricity MWh 从不可再生能源购买或获得的电力消耗量 MWh	Energy source and unit 能源来源及单位
Please enter the % on the left cell 请在左侧单元格中输入%	Natural Gas (MWh) 天然气 (MWh)
Please enter the % on the left cell 请在左侧单元格中输入%	LP Gas (MWh) 液化石油气 (升)
Please enter the % on the left cell 请在左侧单元格中输入%	Gasoline (MWh) 汽油 (MWh)
Please enter the % on the left cell 请在左侧单元格中输入%	Diesel (MWh) 柴油 (MWh)
Please enter the % on the left cell 请在左侧单元格中输入%	Ethanol (MWh) 乙醇 (MWh)
Please enter the % on the left cell 请在左侧单元格中输入%	Biodiesel (MWh) 生物柴油 (MWh)



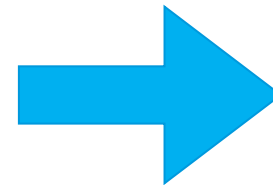
This message will appear if you leave the cell in blank

Calculating Scope 2 emissions

For the SCOPE 2 emissions calculations, in this case as we have 3 different emission factors for 3 different regions. First, we go to the **Electricity Factor** Tab where you can select from the different regions available in the file or add a custom factor, you just need to select the units in case you want to use a custom factor.

In the Top right corner, you will obtain the **Weighted Electricity Factor** that we will then input in the **Env Template** tab.

Last year Data			
Location	Electricity (kWh)	Electricity Factor	Units
Singapore, SG	15,590	0.4057	kgCO2e/kWh
Texas, USA	5,590	234.496	lbCO2e/MWh
Shenzhen, CH	17,534	0.423	TonCO2e/MWh
Total	38,714	-----	



Weighted Electricity factor 加权电力系数								
Continent 大陆	Country / Administrative Region	Country / Province / State / Region (For US see map on right) / Provider / Agency	Electricity per region 电力 (kWh)	Custom factor	Electricity factor 电力因子 (mass CO2e / energy)	Units 单位	%	Σ Weighted Electricity factor 加权电力系数 [gCO2e/kWh]
Americas	USandPuertoRico	ERCT (ERCOT All)	55,900	N/A	774.3100	lbCO2e / MWh	14.44%	50.76
Asia	PRofChina	PR Of China	175,340	N/A	0.5703	TonCO2e / MWh	45.29%	258.30
Asia	Singapore	Energy Market Author	155,900	N/A	0.4168	kgCO2e / kWh	40.27%	167.84
							0.00%	
							0.00%	
							0.00%	

Weighted Electricity factor 加权电力系数 [gCO2e/kWh]

476.90

Input this number in the Env Template tab in the Electricity factor row's dropdown list

在“环境模板”选项卡中“电力系数”行输入此数字



Calculating Scope 2 emissions

Once we have our **Weighted Electricity Factor**, we input it in the **Electricity Factor** row in the **Env Template** tab. Note that if you used the **Electricity factor tab** you can select from a dropdown list your **weighted electricity factor calculated**.

You will also input your total monthly electricity usage data (in kWh) in the **month** columns, and you will get the annual total in the right side.

Last year Data		
Location	Weighted Electricity Factor (gCO2e/kWh)	Electricity (kWh)
Singapore, SG	370.33	155,900
Texas, USA		55,900
SZ, Mex		175,340
Total		387,140

Indirect sources (SCOPE 2)	Electricity 电力 (KWh)	[numerical] 数字	Please provide your inputs in KWh ; Please separate decimals with dots "." (Example: 10.00) 请输入KWh数 请用小数点"."分隔小数 (例如: 10.00)	32,261.67	32,261.67	32,261.67	32,261.67	32,261.67	32,261.67	32,261.67	32,261.67	32,261.67	32,261.67	32,261.67	32,261.67	387,140.00
		Electricity factor (gCO2e / kWh) 电力因子 (gCO2e / kWh)	[numerical] 数字	Please input the factor in the units [g CO2e/KWh] The emission factors are coefficients for the amounts of certain gases that are released when fuels are burned and for when electricity is generated. They do not vary per month, only per year 请输入单位为[g CO2e/KWh]的系数 排放系数是燃料燃烧和发电时释放的某些气体量的系数。它们每月不会变化，仅每年变化。	476.90											

Renewable & Non-Renewable Energy

Below the Electricity factor row, you can disclose:

- Renewable electricity purchased (kWh)
- Electricity generated on-site from renewable sources (kWh)
- Partial PPA (kWh %) (note the percentage must be multiplied by the % of the electricity of the region this takes place to disclose correctly)

		它们是不会变化的，仅基年变化																	
Renewable energy	Renewable electricity purchased (kWh) 购买的可再生能源	[numerical] [数字]	Please provide your inputs in KWh Please separate decimals with dots "." (Example: 10.00) 请输入KWh数 请用小数点"."分隔小数 (例如: 10.00)																
	Electricity generated on-site from renewable sources (kWh) 由可再生资源产生	[numerical] [数字]	Please provide your inputs in KWh Please separate decimals with dots "." (Example: 10.00) 请输入KWh数 请用小数点"."分隔小数 (例如: 10.00)															(C8.2a) Consumption of self-generated non fuel renewable energy 自我生产的非燃料可再生能源消耗量	
	Partial PPA (kWh %)	Not required	Please enter the % of renewable energy of the partial PPA; Partial PPA's are usually available in China. 请输入部分购电协议中可再生能源的百分比; 部分购电协议通常在中国提供																
			0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.00	
			3,000.00	3,000.00	3,000.00	3,000.00	3,000.00	3,000.00	3,000.00	3,000.00	3,000.00	3,000.00	3,000.00	3,000.00	3,000.00	3,000.00	36,000.00		
			4.53%	4.53%	4.53%	5.43%	5.43%	5.43%	3.62%	3.62%	3.62%	4.98%	4.98%	4.98%	17,971.91				

On the right side you will find the results of your energy usages:

(C8.2a) Report your organization's energy consumption totals (excluding feedstocks) in MWh. (C8.2a) 请报告贵组织的能源消耗总量 (原料除外) · 单位为MWh。	
Renewable energy consumption (MWh) 可再生能源消耗	53.97
Non-renewable energy consumption (MWh) 不可再生能源消耗	1,512.50
Total energy consumption (MWh) 能源消耗总量	1,566.47

Note that this number does not include biodiesel, please fill cells R11 and U11 to include it

Please fill all fuel data on column R, and % in column U
请在 R 列中填写所有燃油数据, 在 U 列中填写 %



This message will appear if you don't fill up completely cells U6:U11

Calculating Scope 1 & 2 emissions

Once you have input your monthly information on the template:


- The file will auto-calculate the annual total emissions in Metric Ton CO2e
- On the right side you will find the CDP module where you need to input this data

Calculated fields 计算部分	SCOPE 1 - CO2 Emissions [Metric ton CO2e] 范围1-CO2排放量 [公吨CO2e]	Calculated 计算 $=[NG-CO_2\ Emissions]+[LP_Gas-CO_2\ Emissions]+[Gasoline-CO_2\ Emissions]+[Diesel-CO_2\ Emissions]+[Ethanol-CO_2\ Emissions]+[Bio-Diesel-CO_2\ Emissions]$ $=[天然气-CO_2\ 排放]+[L.P.\ Gas-CO_2\ 排放]+[汽油-CO_2\ 排放]+[柴油-CO_2\ 排放]+[乙醇-CO_2\ 排放]+[生物柴油-CO_2\ 的排放量]$	24.80	24.80	24.80	24.80	24.80	24.80	24.80	24.80	24.80	24.80	24.80	24.80	24.80	24.80	24.80	297.603	(C6.1) Gross global Scope 1 emissions (metric tons CO2e) (C6.1) 全球范围1总排放量 (公吨CO2当量)
	SCOPE 2 - CO2 Emissions [Metric ton CO2e] 范围2-CO2排放量 [公吨CO2e]	Calculated 计算 $=(Electricity\ (kWh) * Electricity\ Factor)$ $=(用电量\ (kWh) * 电力系数)$	15.39	15.39	15.39	15.39	15.39	15.39	15.39	15.39	15.39	15.39	15.39	15.39	15.39	15.39	15.39	184.627	(C6.3) What were your organization's gross global Scope 2 emissions in metric tons CO2e? (C6.3) 贵组织的全球范围2排放总量是多少公吨CO2当量?
	Total Scope 1 + Scope 2 CO2e Emissions 总CO2排放量	Calculated 计算 $=[SCOPE\ 1 - CO_2\ Emissions]+[SCOPE\ 2 - CO_2\ Emissions]$ $=[范围1-CO_2\ 排放量]+[范围2-CO_2\ 排放量]$	40.19	40.19	40.19	40.19	40.19	40.19	40.19	40.19	40.19	40.19	40.19	40.19	40.19	40.19	40.19	482.231	(C6.10) 范围一和范围二合并的全球总排放量 (单位:公吨CO2e)

Emissions allocation

Once we have calculated our **Scope 1 and 2 emissions**, we go to the **Emissions allocation** tab.

There on the left side you will find the emissions you calculated in the **Env Template** tab. You need to input your Revenue from Flex and total in the **Emissions allocation data** table I and you will obtain the **Emissions allocated to Flex**. This is the number you will input in the SC1.1 section of the CD questionnaire.

CDP SC 1.1 Emissions allocation To Flex 目标问题: SC1.1 向FLEX分配排放量					
Data calculated from Env Template tab		Emissions allocation data		Location in CDP Questionnaire CDP问卷中的位置	Notes 注释
SCOPE 1 - CO2 Emissions [Metric ton CO2e] 范围1-CO2排放量 [公吨CO2e]	297.96	Revenue of products/services purchased by Flex Flex 购买的产品/服务的营业额	\$ 500,000.00		
SCOPE 2 - CO2 Emissions [Metric ton CO2e] 范围2-CO2排放量 [公吨CO2e]	14.34	Total revenue of products/services produced 生产的产品/服务的总额	\$ 20,000,000.00		
Total CO2 Emissions 总CO2排放量	312.30	Allocated GHG Emissions [Metric Ton CO2e] 所分配的温室气体排放 [公吨CO2e]	7.81	(SC1.1) Emissions in metric tons of CO ₂ e 排放量 (公吨CO ₂ e)	Please make sure to select "Flex, Ltd" on the dropdown list at the beginning of the SC1.1. section 请确保在SC1.1章节开头的下拉列表中选择 "Flex, Ltd"

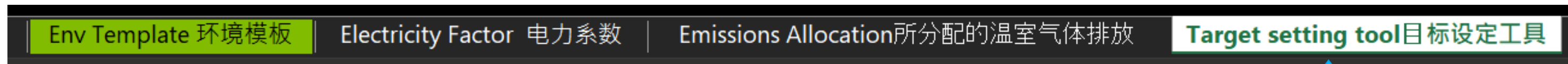
Electricity Factor 电力系数
Emissions Allocation 所分配的温室气体排放
Target setting tool 目标设置 ...



GHG Emissions Target Tool

To guide you on how to set your GHG Emissions target, once you have input your monthly information on the **Env Template 环境模板** tab, please go to **the Target setting tool 目标设定工具** tab. At the top of the tab, you will find a quick definition and units of each of the 2 types of targets.

Flex is asking you to set at least one GHG emissions reduction target, you can choose to set an Absolute target, an Intensity target or both.



Types of targets: 目标类型:		
Types of targets: 目标类型:	ABSOLUTE: Total quantity of greenhouse gas emissions emitted 绝对目标: 温室气体排放总量	Units example: <i>Tons CO₂e reduced</i> 减少的二氧化碳当量排放吨数 单位示例:
	INTENSITY: Compares the emissions to some unit of economic output 强度目标: 排放量和某种经济产出进行对比	Units example: $\frac{Tons\ CO_2e}{Revenue / product} reduced$ 减少的 $\frac{二氧化碳当量排放吨数}{营业额 / 产品数量}$ 单位示例:

Absolute target

An absolute target is a target that specifies the total quantity of greenhouse gas emissions emitted that a company is set to reduce. On **rows 5-11** you will input the information for your absolute target on **column G**, please note that the fields that have an asterisk (*) on **column C** are mandatory information.


Mandatory questions are marked with an asterisk * 标*问题为必答		Question 问题	Type of answer 回复类别	Your answer 您的回答	Notes 注释	Location in the CDP questionnaire CDP问卷中的位置
ABSOLUTE TARGET 绝对目标	*	Scope(s) of your target 目标范围	[Drop down list] [下拉选项]	Scope 2 范围二		(C4.1a) Provide details of your absolute emissions target(s) and progress made against those targets. (C4.1a) 请提供您的绝对排放目标和针对这些目标的进展的详情。
		Base Year 基准年	[numerical] [数字]		The year you will take as a starting point to reduce your emissions . 您设定的作为废气减排起点的年份，作为对比减排目标的参照年份	
		Is your base year the same year you reported in the "Env Tab" of this file? 您的基准年和您在本文件中Env	[Yes 是 / No 无]			
	*	Covered emissions in base year 在基准年覆盖的排放量			If you answered "Yes" in the previous row and filled the env template tab it will autopopulate. Otherwise please provide this information. 如果您在上一行中回答"是"并填写env模板选项卡，它将自动填写。否则，请提供此信息。	
	*	Target year 目标年	[numerical] [数字]		Year in which you aim to achieve it, the date must be higher than the current year. 您设定的目标达成的年份	
	*	Targeted reduction % from base year 与基准年相比目标减少%	[numerical] [数字]		% of reduction (0-100) 百分比字段[输入0-100的百分比，最多保留2位小数]	
	*	Target Status 目标状态	[Drop down list] [下拉选项]		Select the option that applies from the dropdown list 请从下方下拉菜单选项中选择	



Absolute target

1) First you will select from the dropdown list the scope of your target, please select either: **Scope 1 范围一**, **Scope 2 范围二**, or **Scope 1 & 2 范围一和二**.

Questions are marked with an asterisk *	Question 问题	Type of answer 回复类别	Your answer 您的回答
*	Scope(s) of your target 目标范围	[Drop down list] [下拉选项]	Scope 2 范围二
	Base Year 基准年	[numerical] [数字]	Scope 1 范围一 Scope 2 范围二 Scope 1 & 2 范围一和二



*	Scope(s) of your target 目标范围	[Drop down list] [下拉选项]	Scope 2 范围二
	Base Year 基准年	[numerical] [数字]	2022
	Is your base year the same year you reported in the "Env Tab" of this file? 您的基准年和您在本文件中Env	[Yes 是 / No 无]	Yes 是
			Yes 是 No 无

2) Next, please write the “**Base Year 基准年**” of your target, and in the next row from the dropdown list you will select either **Yes 是** or **No 无**, depending if your **Base Year** is the same the same year of the information your reported in the **Env Template 环境模板** tab of this file.

If you select **Yes**, the information Will autopopulate from what you disclosed, iff you select **No**, you Will have to input this

Absolute target

3) If you select **Yes**, in the previous row the information will autopopulate in the "**Covered emissions in base year 在基准年覆盖的排放量**" row with the emissions data you disclosed in the **Env Template 环境模板** tab of the file. If you select **No**, you will have to input this information manually



	Is your base year the same year you reported in the "Env Tab" of this file? 您的基准年和您在本文件中Env	[Yes 是 / No 无]	Yes 是
*	Covered emissions in base year 在基准年覆盖的排放量	[Calculated] [计算]	14.34

	Is your base year the same year you reported in the "Env Tab" of this file? 您的基准年和您在本文件中Env	[Yes 是 / No 无]	No 无
*	Covered emissions in base year 在基准年覆盖的排放量	[numerical] [数字]	Please input your covered emissions here

*	Target year 目标年	[numerical] [数字]	2025
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4) In the "**Target year 目标年**" row you will input the year in which you plan to achieve your target

Absolute target

5) Then you will input manually the percentage you want to reduce your emissions in the "**Targeted reduction % from base year 与基准年相比目标减少%**" row

*	Targeted reduction % from base year 与基准年相比目标减少%	[numerical] [数字]	50.00
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Please note that Flex is not asking you to set any minimum percentage for your target.

*	Target Status 目标状态	[Drop down list] [下拉选项]	Underway 正在进行
			New 全新 Underway 正在进行 Achieved 完成 Expired 已过期 Revised 修改 Replaced 已更换

6) In the "**Target Status 目标状态**", please select from the dropdown list the status that your target has.

Location in the CDP questionnaire CDP问卷中的位置
(C4.1a) Provide details of your absolute emissions target(s) and progress made against those targets. (C4.1a) 请提供您的绝对排放目标和针对这些目标的进展的详情。

7) Finally, all the information provided in the previous steps must be answered on the specified section of the CDP questionnaire as specified in **column I**

Intensity target

An intensity target defines the emissions to be reduced by comparing the emissions to some unit of economic output (E.g., revenue, sales, units produced, tons of product, etc.). On **rows 13-27** you will input the information for your intensity target on **column G**, please note that the fields that have an asterisk (*) on **column C** are mandatory information.

		B	C	D	E	F	G	H
INTENSITY TARGET 强度目标	General info 总论	*	Scope(s) of your target 目标范围	[Drop down list] [下拉选项]				
		*	Target year 目标年	[numerical] [数字]				
		*	Targeted reduction % from base year 与基准年相比目标减少%	[numerical] [数字]				% of reduction (0-100) 百分比字段(输入0-100的百分比, 最多保留2位小数)
		*	Target Status 目标状态	[Drop down list] [下拉选项]				Select the option that applies from the dropdown list 请从下方下拉菜单选项中选择
	BASE YEAR 基准年		Base Year 基准年	[numerical] [数字]				The year you will take as a starting point to reduce your emissions. 您设定的作为废气减排起点的年份, 作为对比减排目标的参照年份
			Is your base year the same year you reported in the "Env Tab" of this file? 您的基准年和您在本文件Env	[Yes 是 / No 无]				
		*	Covered emissions in base year 在基准年覆盖的排放量					If you answered "Yes" in the previous row and filled the env template tab it will autopopulate. Otherwise please provide this information. 如果您在前一行中回答“是”并填写env模板选项卡, 它将自动填写。否则, 请提供此信息。
		*	Intensity Metric 强度度量	[text -open field] [开放性文本]				Please write the units used; it is usually units of CO2e/revenue or another unit of business activity 请您写公吨CO2e/单位活动
		*	Business activity metric from your base year (as established in the denominator of the "Intensity Metric" row)	[numerical] [数字]				
		*	Intensity figure in base year 基准年的强度数据					Covered emissions in reporting year / Business activity metric in reporting year 所覆盖的报告年度排放量 / 报告年度的业务活动指标
	REPORTING YEAR 报告年		Reporting Year 报告年	[numerical] [数字]				
			Is your reporting year the same year you reported in the "Env Tab" of this file?	[Yes 是 / No 无]				
			Emissions in reporting year 在报告年覆盖的排放量				Please input your intensity figure here	If you answered "Yes" in the previous row and filled the env template tab it will autopopulate. Otherwise please provide this information. 如果您在前一行中回答“是”并填写env模板选项卡, 它将自动填写。否则, 请提供此信息。
		*	Business activity metric from your reporting year (as established in the denominator of the "Intensity Metric" row)	[numerical] [数字]				
		Intensity figure in reporting year					Covered emissions in reporting year / Business activity metric in reporting year	

Intensity targets – General info 总论

1) First you fill the general information of your target, the same way as it was explained on the Absolute targets:

- **Scope(s) of your target**
- **Target year**
- **Targeted reduction % from base year**
- **Target status**

Note these are all mandatory fields that have an asterisk on **column C**

General info 总论	*	Scope(s) of your target 目标范围	[Drop down list] [下拉选项]	Scope 2 范围二	
	*	Target year 目标年	[numerical] [数字]	2025	
	*	Targeted reduction % from base year 与基准年相比目标减少%	[numerical] [数字]	50.00	% of 百分
	*	Target Status 目标状态	[Drop down list] [下拉选项]	Underway 正在进行	Sele 人
					New 全新 Underway 正在进行 Achieved 完成 Expired 已过期 Revised 修改 Replaced 已更换

Intensity target – Base Year 基准年

2) After you fill the general information, you then proceed to fill the information of the **Base year**:

- First input the “**Base Year 基准年**”, for this example we will define 2021
- Similar as with the absolute target, you need to select [**Yes 是 / No 无**] in the next row depending if the information you disclosed in the **Env Template 环境模板** tab of the file corresponds to the “**Base Year 基准年**” of your target
- If you select **Yes**, in the previous row the information will auto populate in the “**Covered emissions in base year 在基准年覆盖的排放量**” row with the emissions data you disclosed in the **Env Template 环境模板** tab of the file. If you select **No**, you will have to input this information manually

R 基准年	Base Year 基准年	[numerical] [数字]	2021
	Is your base year the same year you reported in the "Env Tab" of this file? 您的基准年和您在本文件Env	[Yes 是 / No 无]	No 无
	* Covered emissions in base year 在基准年覆盖的排放量	[numerical] [数字]	Please input your base year emissions here



R 基准年	Base Year 基准年	[numerical] [数字]	2021
	Is your base year the same year you reported in the "Env Tab" of this file? 您的基准年和您在本文件Env	[Yes 是 / No 无]	No 无
	* Covered emissions in base year 在基准年覆盖的排放量	[numerical] [数字]	16.50

Intensity target – Base Year 基准年

- d) In the “**Intensity Metric 强度度量**” row you need to manually input the units of the economic activity you are comparing your emissions to in the target. In this example we are writing “**Revenue (USD)**”
- e) In the next row you will manually input the number that corresponds to this business activity. For this example, that we selected revenue, this hypothetical company has an annual revenue of \$20'000,000 USD so that is the number we input in that row
- f) In the last row for base year, you need to divide the “**Covered emissions in base year 在基准年覆盖的排放量**” divided by the “**Business activity metric...**” row, and this will be our “**Intensity figure in base year 基准年的强度数据**” (If you selected “Yes” in **row 18** this calculation will be done automatically)

BASE YEAR 基准年	*	Covered emissions in base year 在基准年覆盖的排放量	[numerical] [数字]	16.50
	*	Intensity Metric 强度度量	[text -open field] 开放性文本	Revenue (USD)
	*	Business activity metric from your base year (as established in the denominator of the "Intensity Metric" row)	[numerical] [数字]	20,000,000.00
	*	Intensity figure in base year 基准年的强度数据	[numerical] [数字]	=G19/G21

Intensity target – Reporting year 报告年

3) The last data set we need to fill for our intensity target is the **Reporting year 报告年**, the information you need to input in these rows is similar to the information required for the **Base Year 基准年** rows. For this example:

- a) The “**Reporting Year 报告年**” 2022
- b) We selected that “**Yes 是**”, 2022 is the same year as the information we reported on the **Env Template 环境模板** tab of the file
- c) As we selected “Yes” in the previous row, our “**Covered emissions in base year 在基准年覆盖的排放量**” will fill automatically

REPORTING YEAR 报告年	Reporting Year 报告年	[numerical] [数字]	2022
	Is your reporting year the same year you reported in the "Env Tab" of this file?	[Yes 是 / No 无]	Yes 是
	Emissions in reporting year 在报告年覆盖的排放量	[Calculated 计算]	14.34
	Business activity metric from your reporting year (as established in the denominator of the "Intensity Metric" row)	[numerical] [数字]	22,000,000.00
	* Intensity figure in reporting year 报告年度的强度数据	[Calculated 计算]	0.000000652

Intensity target – Reporting year 报告年

- d) We input manually our “**Business activity metric from your reporting year**” in the same units as we did for our **Base year**
- e) As we selected “Yes” on **row 24**, our “**Intensity figure in reporting year 报告年度的强度数据**” will be calculated automatically (If you selected “No” in **row 24** this calculation would be done manually)

REPORTING YEAR 报告年	Reporting Year 报告年	[numerical] [数字]	2022
	Is your reporting year the same year you reported in the "Env Tab" of this file?	[Yes 是 / No 无]	Yes 是
	Emissions in reporting year 在报告年覆盖的排放量	[Calculated 计算]	14.34
	Business activity metric from your reporting year (as established in the denominator of the "Intensity Metric" row)	[numerical] [数字]	22,000,000.00
	* Intensity figure in reporting year 报告年度的强度数据	[Calculated 计算]	0.000000652

4) Finally, all the information provided in the previous steps must be answered on the specified section of the CDP questionnaire as specified in **column I**

**Location in the CDP questionnaire
CDP问卷中的位置**

(C4.1b) Provide details of your emissions intensity target(s) and progress made against those target(s).

(C4.1b) 请提供您的排放强度目标和针对这些目标的进展的详情。



If you require support from Flex,
please send us an email to:

- ✓ [Flex GPSC Sustainability](mailto:flex.gpsc@flex.com) (flex.gpsc@flex.com)
- ✓ Contact your GCM