Decarbonization Documentation and Reporting for Your Facility

ENERGY

Data Type	Field	Description	Ease of data accessibility			
			EASY Data is well-structured, clean, and readily available in a common format. No missing values.	**MODERATE** Data requires some cleaning and manipulation. Some missing values, quality and format issues.	**DIFFICULT** Data is hard to identify and access. It requires significant effort make usable. Significant problems with data quality, variables, and formats.	**UNSURE** if in my scope of work
Energy	Floor Areas definition - Whole Building	Energy is used by tenants and base building services in both lettable/leasable and common spaces, but is not available or metered separately. This should include all energy supplied to the building. Use this section to report consumption data when separate data for Common areas and Tenant space is not available.				
Energy	Floor Areas definition - Base Building	Energy is supplied by central building services to common areas and possibly to lettable/leasable areas.				
Energy	Floor Areas definition - Base Building - Shared Services	Shared Services/Central Plant is a central source providing energy for the whole building, including common areas and shared services for tenants. If consumption cannot be separated between common areas and tenant spaces, provide both here.				
Energy	Floor Areas definition - Tenant Space	The lettable floor area, both the vacant and let/leased areas.				
Energy	Floor Areas definition - Tenant Space - Landlord Controlled	When both the landlord and tenant have the authority to introduce and implement any or all of the operating and/or environmental policies, the area should be reported as a Landlord Controlled.				
Energy	Floor Areas definition - Tenant Space - Tenant Controlled	The definition is solely based on the landlord/tenant relationship and is relevant to asset-level data collection and aggregation. For Tenant Controlled, the tenant is determined to have operational control.				
Energy	Fuel	Primary fuels such as natural gas, coal, and/or oil that are combusted onsite.				
Energy	District heading and cooling	System for distributing hot or cold steam and water generated in a centralized location for residential and commercial heating requirements such as space and water heating.				

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GHG

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GHG	Scope 1	GHG emission from greenhouse gas sources (greenhouse gas source physical unit or process that releases a GHG into the atmosphere) owned or controlled by the organization. Direct GHG emissions.				
GHG	Scope 2	Energy indirect greenhouse gas emission. GHG emission from the generation of imported electricity, heat or steam consumed by the organization. Energy indirect GHG emissions.				
GHG	Scope 3	Other indirect greenhouse gas emission GHG emission, other than energy indirect GHG emissions, which is a consequence of an organization's activities, but arises from greenhouse gas sources that are owned or controlled by other organizations.				
GHG	Location-based method	A method used to quantify Scope 2 GHG emissions based on average emissions intensity of grids on which the energy consumption occurs (using mostly grid-average emission factor data). Emission factors are often defined using geographic locations. These can be based on local, subnational, or national boundaries.				
GHG	Market-based method	A method to quantify Scope 2 GHG emissions based on emissions by the generators from which the reporter contractually purchases electricity. The market-based method reflects the GHG emissions associated with the choices a consumer makes regarding its electricity supplier or product (or the lack of choice).				
GHG	Carbon offset	A carbon offset represents a quantity of GHG emissions reductions, measured in units (usually metric tons) of carbon dioxide–equivalent (CO_2e), that occur as a result of a discrete project. The emissions reductions from that project can be sold to enable the purchaser/owner to claim those GHG reductions as their own. These reductions can then be used to reduce, or offset, any GHG emissions for which the purchaser is responsible.				

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WATER

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Water	On-site water capture	The on-site collection of rainwater, fog or condensate, which is treated and purified for reuse and/or recycling.				
Water	On-site water extraction	The on-site extraction of groundwater, which is treated and purified for reuse and/or recycling.				
Water	On-site water reuse	The reuse of greywater and/or blackwater in on-site activities, like toilet flushing or cooling processes.				
Water	Off-site water purchased	Purchase, delivery and use of recycled water from a third-party facility.				

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WASTE

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Waste	Hazardous waste	A solid waste, or combination of solid wastes, which because of its quantity, concentration, or physical/chemical/infectious characteristics may either cause, or significantly contribute to an increase in mortality/serious irreversible illness. Hazardous waste might also pose a substantial present or potential hazard to human health or the environment when improperly treated, stored, transported, disposed of, or otherwise managed.				
Waste	Non-hazardous waste	Waste that does not have the potential to cause harm to humans, animals or the environment				
Waste	Landfill	Site for the disposal of waste materials by burial and is the oldest form of waste treatment.				
Waste	Incineration	Waste treatment process that involves the combustion of organic substances contained in waste materials.				
Waste	Reuse	Use of a product or item in its original form more than one time.				
Waste	Waste to energy	Process of generating energy in the form of electricity and/or heat.				
Waste	Recycling	Process of changing waste materials into new products or objects. This disposal method prevents the waste of potentially useful material, alleviates the consumption of fresh raw materials, reduces energy usage, air pollution (from incineration) and water pollution (from landfilling) by reducing the need for 'conventional' waste disposal. Recycling also produces lower greenhouse gas emissions as compared to plastic production				

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