**Example Supplier Survey**

Dear [Supplier Name],

As part of our commitment to sustainability and reducing our carbon footprint, we are gathering information from our suppliers on their climate actions and greenhouse gas (GHG) emissions. Your participation will help us better understand the environmental impact of our value chain and collaborate on reducing emissions. Please complete this survey with the most up-to-date and accurate information.

Thank you for your cooperation.

**1. Company Information**

Company Name:

Primary Contact Person:

Contact Email:

Contact Phone Number:

Location(s) of Operations:

**2. GHG Inventory**

3.1 Has your company conducted a GHG emissions inventory?

Yes, annually

Yes, but not annually

No

3.2 Which scopes of emissions are included in your GHG inventory?

Scope 1 (Direct emissions from owned or controlled sources)

Scope 2 (Indirect emissions from purchased electricity, heat, and steam)

Scope 3 (All other indirect emissions, such as emissions from supply chain and product use)

3.3 Please provide your most recent annual GHG emissions data (in metric tons CO2e):

Scope 1:

Scope 2:

Scope 3:

The above emissions are related to FY/CY [Year]

3.4 Which methodology do you use for GHG accounting?

GHG Protocol

ISO 14064

Other (please specify):

3.5 Have your emissions data been independently verified?

Yes, third-party verified

No

3.6 Do you offset your emissions?

Yes, entire carbon footprint

Yes, partial carbon footprint (please specify)

No

**3. Emissions Reduction Plans and Commitments**

2.1 Does your company have a formal climate action or emissions reduction plan?

Yes

No

If yes, please briefly describe the main goals of your climate action plan:

2.2 Has your company set any emissions reduction targets, including interim targets to track progress?

Yes

No

If yes, please specify the targets (e.g., percentage reduction, by what year):

2.3 Are your emissions reduction targets aligned with Science Based Targets initiative (SBTi) criteria or a similar initiative?

Yes, we have committed to or are validated by SBTi

Yes, but not SBTi aligned

No

2.4 Does your company have a target to achieve net-zero emissions?

Yes, by [Year]

No

**4. Supplier-Specific Emission Factor**

4.1 Do you calculate supplier-specific emissions factors for your products or services?

Yes

No

If yes, please provide the emissions factor(s) for your products/services (in kg CO2e per unit):

4.2 Emissions Factor:

Unit (e.g., per kg of material, per kWh, etc.):

Please describe how the emissions factor(s) are calculated (e.g., LCA, internal model, etc.):

**5. Emissions Reduction Actions**

5.1 What actions has your company taken to reduce GHG emissions?

Energy efficiency measures

Use of renewable energy

Sustainable product design

Process improvements

Supply chain optimisation

Other (please describe):

5.2 What percentage of your energy consumption comes from renewable sources?

0-25%

26-50%

51-75%

76-100%

5.3 Please describe any additional measures planned to further reduce your GHG emissions:

**6. Certifications and Standards**

6.1 Is your company certified under any sustainability or environmental standards?

ISO 14001

ISO 50001

CDP Reporting

Other (please specify):

**Additional Comments**

Please share any additional information or comments related to your company’s climate action efforts or emissions reporting:

**Survey Completion**

Please submit your completed survey by [Submission Deadline] to [Email Address]. If you have any questions, feel free to contact us at [Company Contact Information].

We appreciate your collaboration and look forward to working together toward a more sustainable future.

Sincerely,

[Your Name]

[Your Title]

[Your Company]