



Eco Sourcing Hub
REDUCE COSTS, EMISSIONS & RISKS

CRP 1ST MEETING

FM0023 11/23



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First Meeting Minutes

Date: Venue: Online Present: Sami Katob,

Defining Study stages: Sami has explained the stages of writing CRP.

Carbon accounting Concept: Sami has explained the PPN0621, GHG Protocol and Carbon accounting Concept.

Carbon boundary: Sami has explained the carbon boundary concept and It has been agreed to use operation boundary.

?????? has explained the company's structures and operational processes as follows:

The carbon objectives for the ??????? : CRP only, real reduction, Biding to larger organizations.

It discussed what available carbon data and historical calculations. What steps to follows

Do you have previous carbon calculation or carbon footprint?

Do you have any suppliers that offer Carbon data with the invoice, or can data requested?

Example Business travel (Air or Train), Waste management.

How many buildings?	
What type of heating in the building?	
How many gas meters do you have in each building.	
Do you have A/C system?	
Do you Have refrigeration?	
How many owned/long leased cars do you have?	
How many electricity meters?	
What type of transportation do you have for gods in?	
What is the available data of the Upstream transportation?	
Who you deliver your product to the customers? Do they need to be refrigerated?	
What available data for the downstream transportation?	
What the type of business travel?	
How many employees do you have and how they are commuting?	
What type of waste do you have, solid and water waste?	



Agree on the time schedule for data collection.

Deadline to submit the consumption data for Scope 1 and 2: recommended 2 weeks.

Deadline to submit the consumption data for Downstream and Upstream Transportation: recommended 3 weeks.

Deadline to submit the consumption data for Waste: recommended 2 weeks.

Deadline to submit the consumption data for Business travel: recommended 4 weeks.

Deadline to submit the consumption data for Employees commuting recommended 4 weeks.

Next steps:

Surveys and data collection forms are to be sent out.

The next meeting to be scheduled.

The meeting minutes are to be sent for review and approval.

