CDP Food, Beverage and Tobacco Sector Module 2017 Drafting Document

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|  | Introduction to the drafting document |
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**Introduction to this document**

This document is solely for the purpose of drafting a response to the Food, Beverage and Tobacco sector module of the 2017 climate change questionnaire. Your final response must be entered via the CDP Online Response System (ORS).

We highly recommend that you activate your access to the ORS and review the sector module’s structure and related guidance before proceeding with this drafting document. If you do not already have access to the ORS for your disclosing organization, please email [respond@cdp.net](mailto:respond@cdp.net) to request access.

The ORS consists of questions that you will be asked to answer depending on other questions answered. Please note that text fields have a character limit which are listed throughout this document.

**What is the deadline for responses?**

Companies will receive a request to participate and an activation link in February 2017. This will allow them to access the questionnaire and begin inputting their response. The deadline for submissions is the June 29 2017.

**Guidance**

This drafting document contains no guidance on how to answer the questions. Please use this document in conjunction with the FBT sector module reporting guidance, which can be found on your dashboard or by following [this link](https://b8f65cb373b1b7b15feb-c70d8ead6ced550b4d987d7c03fcdd1d.ssl.cf3.rackcdn.com/cms/guidance_docs/pdfs/000/000/424/original/CDP-FBT-Module-Reporting-Guidance.pdf?1478599063).

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|  | Agriculture |
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# **FBT1. Agriculture**

Pre-population

If you responded to CDP last year, questions FBT1.1 and FBT1.1a on this page are eligible for pre-population. To take advantage of this function, click “copy from last year” prior to entering any data on the page.

**FBT1.1: Are agricultural activities, whether in your direct operations or elsewhere in your value chain, relevant to your climate change disclosure?**

Please select from:

* Yes
* No

*If “No” is selected in question FBT1.1:*

**FBT1.1a: Please explain why agricultural activities are not relevant to your climate change disclosure** [maximum 5000 characters]

*If “Yes” is selected in response to FBT1.1:*

**FBT1.2: Are the agricultural activities that you have identified as relevant undertaken on your own farm(s), elsewhere in your value chain, or both?**

Please select from:

* Own farm(s)
* Elsewhere in value chain
* Both own farm(s) and elsewhere in value chain

*If “Elsewhere in value chain” is selected for question FBT1.2:*

**FBT1.2a: Please explain why agricultural emissions from your own farms are not relevant** [maximum 5000 characters]

*If “Own farm(s)” or “Both own farm(s) and elsewhere in value chain” is selected in question FBT1.2:*

**FBT1.3: Do you account for greenhouse gas emissions from agricultural activities undertaken on your own farm(s) as part of the global gross Scope 1 emission figure reported in CC8.2 and/or the Scope 2 figure reported in CC8.3a of the core climate change questionnaire?**

Please select from:

* Yes
* Partially
* No

*If “Yes” or “Partially” is selected in question FBT1.3:*

**FBT1.3a: Please select the form(s) in which you wish to report the greenhouse gas emissions produced by agricultural activities (agricultural emissions) undertaken on your own farm(s)**

* Total agricultural emissions separated by Scope 1 and 2
* Agricultural emissions disaggregated by category (advised by the GHG Protocol)

*If “Total agricultural emissions” is selected in question FBT 1.3a:*

**FBT1.3b: Please report your total agricultural emissions produced on your own farm(s) and identify any exclusions in the table below:**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Scope | Agricultural emissions (metric tonnes CO2e) | Methodology | Exclusions | Explanation | Comment |
| Scope 1 | Numerical field | Select all that apply:   * Default emissions factor * Region-specific emissions factors * Empirical models * Process-based models * Field measurements * Other, please specify | Text field [maximum 2400 characters] | Text field [maximum 2400 characters] | Text field [maximum 2400 characters] |
| Scope 2 |  |  |  |  |  |

*If “Agricultural emissions disaggregated by category” is selected in question FBT 1.3a:*

**FBT1.3c: Please report your agricultural emissions produced by your own farm(s), disaggregated by category, and identify any exclusions in the table below**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Emissions category | Agricultural emissions (metric tonnes CO2e) | Methodology | Exclusions | Explanation | Comment |
| Non-mechanical (Scope 1) | Numerical field | Select all that apply:   * Default emissions factor * Region-specific emissions factors * Empirical models * Process-based models * Field measurements * Other, please specify | Text field [maximum 2400 characters] | Text field [maximum 2400 characters] | Text field [maximum 2400 characters] |
| Land use change (Scope 1) |  |  |  |  |  |
| Mechanical (Scope 1) |  |  |  |  |  |
| Purchased energy (Scope 2) |  |  |  |  |  |

*If “No” is selected in question FBT1.3:*

**FBT1.3d: Please explain why you do not account for greenhouse gas emissions from agricultural activities undertaken on your own farm(s), and describe any plans for the collection of this data in the future** [maximum 5000 characters]

*If “Own farm(s)” or “Both own farm(s) and elsewhere in value chain” is selected in question FBT1.2:*

**FBT1.4: Do you implement agricultural management practices on your own farm(s) with a climate change mitigation and/or adaption benefit?**

Please select from:

* Yes
* No
* Don’t know

*If “Yes” is selected in question FBT1.4:*

**FBT1.4a: Please identify agricultural management practices undertaken on your own farm(s) with a climate change mitigation and/or adaption benefit. Complete the table:**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Activity ID | Agricultural management practice | Description of agricultural management practice | Climate change related benefit | Comment |
| Select an activity ID | Select from:   * Agroforestry * Biodiversity considerations * Change in the topography or landscapes * Composting * Crop diversity * Contour farming * Crop rotation * Diversifying farmer income * Equipment maintenance and calibration * Governmental or institutional policies and programs * Integrated pest management * Knowledge sharing * Land use change * Low carbon energy use * Low tillage and residue management * Livestock management * Manure management * Nutrient management * Organic farming * Permanent soil cover (including cover crops) * Pest, disease and weed management practices * Reducing energy use * Restoration of degradation lands and cultivated organic soils * Rice management * Seed variety selection * Species introduction * Timing of farm operations * Waste management * Other, please specify | Text field [maximum 2400 characters] | Select all that apply:   * Emissions reductions (mitigation) * Increasing resilience to climate change (adaption) * Other, please specify | Text field [maximum 2400 characters] |

If you have multiple agricultural management practices, you can add a row by clicking “Add Row” button in the bottom right corner of the table in the ORS.

*If “Yes” is selected in question FBT1.4:*

**FBT1.4b: Does your implementation of these agricultural management practices have other impacts?**

|  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- |
| Activity ID | Impact on yield | Impact on cost | Impact on soil quality | Impact on biodiversity | Impact on water | Other impact | Description of impacts | Comment |
| Select an activity ID | Select from:   * Evaluated – beneficial impact * Evaluated – detrimental impact * Evaluated – no impact * Not evaluated | Select from:   * Evaluated – beneficial impact * Evaluated – detrimental impact * Evaluated – no impact * Not evaluated | Select from:   * Evaluated – beneficial impact * Evaluated – detrimental impact * Evaluated – no impact * Not evaluated | Select from:   * Evaluated – beneficial impact * Evaluated – detrimental impact * Evaluated – no impact * Not evaluated | Select from:   * Evaluated – beneficial impact * Evaluated – detrimental impact * Evaluated – no impact * Not evaluated | Text field [maximum 500 characters] | Text field [maximum 2400 characters] | Text field [maximum 2400 characters] |

If you have multiple agricultural management practices, to add a row please use the “Add Row” button in the bottom right corner of the table in the ORS.

*If “Own farm(s)” or “Both own farm(s) and elsewhere in the value chain” is selected in question FBT1.2:*

**FBT1.4c: Do you have any plans to implement agricultural management practices in the future?**

Please select from:

* Yes
* No

*If “Yes” is selected in question FBT1.4c:*

**FBT 1.4d: Please detail your plans to implement agricultural management practices in the future** [maximum 5000 characters]

*If “Own farm(s) or “Both own farm(s) and elsewhere in value chain” is selected in question FBT1.2:*

**FBT1.5: Is biogenic carbon pertaining to your own farm(s) relevant to your climate change disclosure?**

Please select from:

* Yes
* No
* Don’t know

*If “Yes” is selected in question FBT1.5:*

**FBT1.5a: Please report biogenic carbon data pertaining to your own farm(s) in the table below**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| CO2 flux | Emissions/removals (metric tonnes CO2e) | Methodology | Exclusions | Explanation | Comment |
| CO2 emissions from land use management | Numerical field | Select all that apply:   * Default emissions factor * Region-specific emissions factors * Empirical models * Process-based models * Field measurements * Other, please specify | Text field [maximum 2400 characters] | Text field [maximum 2400 characters] | Text field [maximum 2400 characters] |
| CO2 removals from land use management |  |  |  |  |  |
| Sequestration during land use change |  |  |  |  |  |
| CO2 emissions from biofuel combustion |  |  |  |  |  |

*If “Elsewhere in value chain” or “Both own farm(s) and elsewhere in value chain” is selected in question FBT1.2:*

**FBT1.6: Do you account for greenhouse gas emissions from agricultural activities in your value chain as part of the Scope 3 category “Purchased goods and services” reported in CC14.1 of the core climate change questionnaire?**

Please select from:

* Yes
* Partially
* No

*If “Yes” or “Partially” is selected in question FBT1.6:*

**FBT1.6a: Please report these agricultural emissions from your value chain and identify any exclusions in the table below**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Scope | Agricultural emissions (% of the emissions reported in the category “Purchased goods and services”) | Exclusions | Explanation | Comment |
| Scope 3 | Select from:   * <1% * 1-10% * 11-20% * 21-30% * 31%-40% * 41%-50% * 51%-60% * 61%-70% * 71%-80% * 81%-90% * 91%-100% | Text field [maximum 2400 characters] | Text field [maximum 2400 characters] | Text field [maximum 2400 characters] |

*If “No” is selected in question FBT1.6:*

**FBT1.6b: Please explain why you do not account for greenhouse gas emissions from agricultural activities in your value chain as part of the Scope 3 category “Purchased goods and services” reported in CC14.1 of the core climate change questionnaire** [maximum 2,400 characters]

*If “Elsewhere in value chain” or “Both own farm(s) and elsewhere in value chain” is selected in question FBT1.2*

**FBT1.7: Do you encourage your agricultural suppliers to undertake any agricultural management practices with a climate change mitigation and/or adaption benefit?**

Please select from:

* Yes
* No
* Don’t know

*If “Yes” is selected in question FBT1.7:*

**FBT1.7a: Please identify agricultural management practices with a climate change mitigation and/or adaption benefit that you encourage your suppliers to implement. Complete the table**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| Activity ID | Agricultural management practice | Description of agricultural management practice | Your role in the implementation of this practice | Explanation of how you encourage implementation | Climate change related benefit | Comment |
| Select an activity ID | Select from:   * Agroforestry * Biodiversity considerations * Change in the topography or landscapes * Composting * Crop diversity * Contour farming * Crop rotation * Diversifying farmer income * Equipment maintenance and calibration * Governmental or institutional policies and programs * Integrated pest management * Knowledge sharing * Land use change * Low carbon energy use * Low tillage and residue management * Livestock management * Manure management * Nutrient management * Organic farming * Permanent soil cover (including cover crops) * Pest, disease and weed management practices * Reducing energy use * Restoration of degradation lands and cultivated organic soils * Rice management * Seed variety selection * Species introduction * Timing of farm operations * Waste management * Other, please specify | Text field [maximum 2400 characters] | Select all that apply:   * Financial * Knowledge sharing * Operational * Procurement * None * Other, please specify | Text field [maximum 2400 characters] | Select all that apply:   * Emissions reductions (mitigation) * Increasing resilience to climate change adaption * Other, please specify | Text field [maximum 2400 characters] |

To add multiple entries, use the “Add Row” button at the bottom right of the table in the ORS.

*If “Yes” is selected in question FBT1.7:*

**FBT1.7b: Does the implementation of these agricultural management practices in your value chain have other impacts?**

|  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- |
| Activity ID | Impact on yield | Impact on cost | Impact on soil quality | Impact on biodiversity | Impact on water | Other impact | Description of impacts | Comment |
| Select an activity ID | Select from:   * Evaluated – beneficial impact * Evaluated – detrimental impact * Evaluated – no impact * Not evaluated | Select from:   * Evaluated – beneficial impact * Evaluated – detrimental impact * Evaluated – no impact * Not evaluated | Select from:   * Evaluated – beneficial impact * Evaluated – detrimental impact * Evaluated – no impact * Not evaluated | Select from:   * Evaluated – beneficial impact * Evaluated – detrimental impact * Evaluated – no impact * Not evaluated | Select from:   * Evaluated – beneficial impact * Evaluated – detrimental impact * Evaluated – no impact * Not evaluated | Text field [maximum 500 characters] | Text field [maximum 2400 characters] | Text field [maximum 2400 characters] |

To add multiple entries, use the “Add Row” button at the bottom right of the table in the ORS.

*If “Elsewhere in value chain” or “Both own farm(s) and elsewhere in value chain” is selected in question FBT1.2*

**FBT1.7c: Do you have any plans to engage with your suppliers on their implementation of agricultural management practices?**

Please select from:

* Yes
* No
* Don’t know

*If “Yes” is selected in question FBT1.7c*

**FBT1.7d: Please detail these plans to engage with your suppliers on their implementation of agricultural management practices** [maximum 5000 words]

|  |  |
| --- | --- |
|  | Process/Manufacturing |
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# **FBT2. Process/Manufacturing**

Pre-population

If you responded to CDP last year, questions FBT2.1, FBT2.1a, FBT2.2 and FBT2.2a on this page are eligible for pre-population. To take advantage of this function, click “copy from last year” prior to entering any data on the page.

**FBT2.1: Are processing activities, whether in your direct operations or elsewhere in your value chain, relevant to your climate change disclosure?**

Please select from:

* Yes
* No

*If “No” is selected for question FBT2.1:*

**FBT2.1a: Please explain why processing activities are not relevant to your climate change disclosure** [maximum 5000 characters]

*If “Yes” is selected for question FBT2.1:*

**FBT2.2: Are the processing activities that you have identified as relevant undertaken in your direct operations, elsewhere in your value chain, or both?**

Please select from:

* Direct operations
* Elsewhere in value chain
* Both direct operations and elsewhere in value chain

*If “Direct operations” or “Both direct operations and elsewhere in value chain” is selected in question FBT2.2:*

**FBT2.3: Do you account for emissions from processing activities in your direct operations as part of the global gross Scope 1 emissions figure reported in CC8.2 and/or the Scope 2 figure reported in CC8.3a of the core climate change questionnaire?**

Please select from:

* Yes
* Partially
* No

*If “Yes” or “Partially” is selected for question FBT2.3:*

**FBT 2.3a: Please report emissions from processing activities in your direct operations and identify any exclusions in the table below**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Scope | Emissions from processing activities (metric tonnes CO2e) | Exclusions | Explanation | Comment |
| Scope 1 | Numerical field | Text field [maximum 2400 characters] | Text field [maximum 2400 characters] | Text field [maximum 2400 characters] |
| Scope 2 |  |  |  |  |

*If “No” is selected for question FBT2.3b:*

**FBT2.3b: Please explain why you do not account for emissions form processing activities in your direct operations, and describe any plans for the collection of this data in the future** [maximum 5000 characters]

*If “Elsewhere in value chain” for question FBT2.2 is selected:*

**FBT2.2a: Please explain why emissions from processing activities in your direct operations are not relevant** [maximum 5000 characters]

*If “Elsewhere in value chain” or “Both direct operations and elsewhere in value chain” is selected in question FBT2.2:*

**FBT2.4: Do you account for emissions from processing activities in your value chain as part of the Scope 3 category “Purchased goods and services” and/or “Processing of sold products” reported in CC14.1 of the core climate change questionnaire?**

Please select from:

* Yes
* Partially
* No

|  |  |
| --- | --- |
|  | Distribution |
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# **FBT3. Distribution**

Pre-population

If you responded to CDP last year, questions FBT3.1, FBT3.1a, FBT3.2 and FBT3.2a on this page are eligible for pre-population. To take advantage of this function, click “copy from last year” prior to entering any data on the page.

**FBT3.1: Are distribution activities, whether in your direct operations or elsewhere in your value chain, relevant to your climate change disclosure?**

Please select from:

* Yes
* No

*If “No” is selected in question FBT3.1:*

**FBT3.1a: Please explain why distribution activities are not relevant to your climate change disclosure** [maximum 5000 characters]

*If “Yes” is selected in question FBT3.1:*

**FBT3.2: Are the distribution activities that you have identified as relevant undertaken in your direct operations, elsewhere in your value chain, or both?**

Please select from:

* Direct operations
* Elsewhere in value chain
* Both direct operations and elsewhere in value chain

*If “Direct operations” or “Both direct operations and elsewhere in value chain” is selected in question FBT3.2:*

**FBT3.3: Do you account for emissions from distribution activities in your direct operations as part of the global gross Scope 1 emissions figure reported in CC8.2 and/or the Scope 2 figure reported in CC8.3a of the core climate change questionnaire?**

Please select from:

* Yes
* Partially
* No

*If “Yes” or “Partially” is selected in question FBT3.3:*

**FBT3.3a: Please report these emissions from distribution activities in your direct operations and identify any exclusions in the table below:**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Scope | Emissions from processing activities (metric tonnes CO2e) | Exclusions | Explanation | Comment |
| Scope 1 | Numerical field | Text field [maximum 2400 characters] | Text field [maximum 2400 characters] | Text field [maximum 2400 characters] |
| Scope 2 |  |  |  |  |

*If “No” is selected for question FBT3.3:*

**FBT3.3b: Please explain why you do not account for emissions form distribution activities in your direct operations, and describe any plans for the collection of this data in the future** [maximum 5000 characters]

*If “Elsewhere in value chain” is selected for question FBT3.2:*

**FBT3.2a: Please explain why emissions from distribution activities in your direct operations are not relevant** [maximum 5000 characters]

*If “Elsewhere in value chain” or “Both direct operations and elsewhere in value chain” is selected in question FBT3.2:*

**FBT3.4: Do you account for emissions from processing activities in your value chain as part of the Scope 3 category “Upstream transportation and distribution” and/or “Downstream transportation and distribution” reported in CC14.1 of the core climate change questionnaire?**

Please select from:

* Yes
* Partially
* No

|  |  |
| --- | --- |
|  | Consumption |
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# **FBT4. Consumption**

Pre-population

If you responded to CDP last year, questions FBT4.1 and FBT4.1b on this page are eligible for pre-population. To take advantage of this function, click “copy from last year” prior to entering any data on the page.

**FBT4.1: Are emissions from the consumption of your products relevant to your climate change disclosure?**

Please select from:

* Yes
* No

*If “Yes” is selected for question FBT4.1:*

**FBT4.1a: Do you account for emissions from the consumption of your products as part of the Scope 3 category “Use of sold products” and/or “End of life treatment of sold products” in CC14.1 of the core climate change questionnaire?**

Please select from:

* Yes
* Partially
* No

*If “No” is selected in question FBT4.1:*

**FBT4.1b: Please explain why emission from the consumption of your products are not relevant to your climate change disclosure** [maximum 5000 characters]