

H&M FDM Extended Question Guidance

Reporting Details

Responses to the Reporting Details questions provide an outline of the information that is included in the submission. Choose the reporting month and reporting year of the data you are reporting. Include the number of days that your facility was operating during the reported month.

Select the sections of information that you are reporting for the monthly reporting period. It is recommended that you include *all* areas that you are tracking at your facility. Please coordinate with your brand partners to make sure that you are reporting all the information that they require from your facility.

Question Reference	Question	What you need	Knowledge article
reportingmonth	Reporting Month	The month for which you are entering data	nil
reportingyear	Reporting Year	The year in which your reporting month falls	nil
sipoperatingdays	How many days did your facility operate this period?	Total number (not a range) of days that the facility operated in the reporting period. Operating days are considered days when production and/or production related activities were conducted at the facility.	Sipoperatingdays
report_sections	Select all sections you want to report on during this reporting period	The reporting requirements of the brand partner(s) you intend to share your module(s) with. <i>H&M requires energy and production volume at minimum.</i>	nil

Site Information

The Site section contains questions about facility type, product and material categories, facility processes and industry sector. Additionally, high-level questions for Energy and other information will open more detailed questions in each reporting section. Most of the information in the Site section can be imported from an FEM 2023 or later and all the information can be rolled forward monthly on subsequent submissions.

Based on facility type selection(s), facilities will see additional questions for product categories, materials used, facility processes, and industry sector. Facilities with more than one type, should select all that apply. It is possible for multiple profile pathways to apply if more than one facility type is selected. This means that the facility would need to input information about the product and material category, and facility processes for each selected facility type.

Facilities that select the following as their facility type(s) will be asked to select all applicable material categories from a list, and will then see additional questions for more details about the specific materials in use.

- Component / Sub-Assembly Manufacturing (incl Packaging)
- Material Production
- Raw Material Processing

For each product category selected, a detailed product list will be available for facilities to select which specific products they manufacture.

Industry sector refers to the industry for which the facility makes products or materials. Packaging manufacturers that supply packaging materials should select "Other" as their facility type.

Question Reference	Question	What you need	Knowledge article
sitcountry	Country or region	The country or region where your facility is located	Site-Question-by-Question-Guidance-Part-1
sipfacilitytype	Facility types	Understand the role(s) of your facility in the supply chain	Site-Question-by-Question-Guidance-Part-1
sipproductcategories	Product categories	Understand the categories in	Site-Question-by-Qu

		which your facility's products would fall	estion-Guidance-Part-1
sipfacilityxxx ipc	Product categories [xxx = for every category selected in response to sipproductcategories]	The specific products the facility manufactures for each selected product category.	Site-Question-by-Question-Guidance-Part-1
sipfacilityprocessxxx	Facility processes [xxx = for every category selected in response to sipproductcategories]	The specific processes engaged at the facility for each selected product category.	Refer training slides (Slide.22)
sipindustrysector	Industry sector	The applicable industry sectors as the industry for which the supplier makes products or materials. Packaging manufacturers that supply packaging materials should select "Other" as their facility type.	Site-Question-by-Question-Guidance-Part-3

Site Information - Permits and Compliance

sipvalidoperatinglicense

Facilities will be asked to demonstrate that they have the required legal authorization (e.g., license) to operate as a business and that they have obtained all applicable legally required environmental permits.

- Answer Yes if : Your facility has a current and valid operating license or if an operating license is not required by local law.
- Answer No if : Your facility's operating license is expired even if your facility is in the process of updating your operating license

Facilities will also be asked to provide details on environmental permit requirements and compliance status. The intent of this question is for facilities to demonstrate that they have obtained all applicable legally required environmental permits.

The following Guidance should be used to answer the question "Is a Permit Required?"

Yes : Means, the facility has that environmental impact and a permit is required within that country or jurisdiction

No : Means, the facility has that environmental impact, but a permit is not required within that country or jurisdiction

Not Applicable : Means, the facility does not have that environmental impact as such there is no requirement to obtain a permit

Unknown : Means, the facility has that environmental impact but does not know whether a permit is required within that country or jurisdiction

For detailed guidance, please refer to [How to Higg FEM Guide](#).

Site Information - Energy

The Energy section gathers data on energy use by energy sources. Energy questions in the Site section shape and frame the data inputs to the Energy section.

Question Reference	Question	What you need	Knowledge article
ensourcefacility	Select all sources of energy for your facility (exclude sources used for company owned and controlled vehicles)	all energy sources used within the site's physical boundary and operations under your business control (owned, operated, or directly leased).	Setting-up-your-energy-sources-for-reporting-ensourcefacility
ensourcetracksepd omprod	Does your facility identify and track separately energy use in domestic vs. production?	Answer "yes" only if you can provide details on your facility's domestic and production energy use a) for each applicable energy source and a) for each selected facility type, where multiple facility types are selected	Reporting-Domestic-vs-Production-energy-usage-ensourcetracksepd omprod
ensourcevehicleany	Does your company have any owned and controlled vehicles?	Owned or Controlled Vehicles refers to any vehicle that the facility directly owns or has operational control over (e.g., leased vehicles in use) Answer Yes if: Your company has one (1) or more owned and controlled vehicles.	nil

ensourcepurchac	Does your facility purchase Energy Attribute Certificates (EACs) (e.g. Renewable Energy Certificates (RECs))?	to demonstrate that the facility has purchased and retired EACs/carbon offsets in the reporting period.	Reporting-energy-use-for-Purchased-Electricity-Purchased-Renewables-Online-Renewables-and-EACs-ensourcepurchac
enpurchco	Does your facility purchase Carbon Offsets?	Answer Yes if : Your facility purchased <i>and</i> retired EACs and/or carbon offsets for the reporting period. If another business entity purchased and retired the EAC on behalf of your facility, it must have been registered/retired under your facility's name and location (i.e., legal business entity name and address) as listed on their Worldly account. If a facility purchased, but did not retire the EACs or carbon offsets for the reporting period, you should answer No to this question. Retiring EACs and Carbon Offsets Once the end user of the EAC or Offset claims the energy attributes of the EAC or carbon credit to offset their emission, it is then retired and no longer available to be attributed to future energy use. There are a number of EAC and carbon offset schemes that are available globally, each with established criteria and/or procedures for the purchase, transfer, and retirement. These specific requirements relating to purchase and use are typically defined by the jurisdiction or scheme under which they are issued and should be followed in reporting.	Reporting-for-Purchased-Carbon-Offsets-enpurchco

Site Information - Energy: Conditional Questions

Question Reference	Question	What you need	Will appear if..
enbiomasssource	What is the source of biomass? Select all that apply.	Knowledge of the origins of your biomass. Options include - Solid wood - Dedicated crops - Residues from - mills - Forests - agricultural processes	ensourcefacility if either biomass sustainably or not sustainably certified is selected as an energy source
enbiomasscert	Under what certification system is this biomass certified?	Biomass – Sustainably sourced with certification is any biomass that has documented certification from a sustainably sourced biomass program. Some examples include - Forest Stewardship Council (FSC), - Programme for the Endorsement of Forest Certification (PEFC), - ISCC Biomass Certification, Sustainable Biomass Program - (SBP) Certification, - Better Biomass Certification, - Country Specific Certification, etc.) Biomass - Without sustainably sourced biomass certification is any biomass that is not certified through a sustainably sourced biomass program.	ensourcefacility if biomass sustainably certified is selected as an energy source
enbiomassother	If Other or Country Specific Certification, please describe and give reference link to certification system	Other can also be selected for any certifications not on the list. Supporting details must also be reported in such cases.	enbiomasscert if 'other' is selected as biomass certification system reference.

enghgefelecpurch	Does your facility use electricity other than the standard electricity provided by the national power grid (for example through a direct power purchase agreement), and if so, do you know the GHG emission factor of this purchased electricity source?	Answer Yes if: Your facility uses electricity other than the electricity provided by the national power grid and if you know the specific GHG emission factor of this purchased electricity source. Otherwise, answer “No”. The FEM and FDM automatically allocate the standard country emission factor for GHG calculations for your facility on the platform from FEM 2024 onwards, and will not use the reported custom emission factor until specifically indicated in the future.	ensourcefacility if purchased electricity is selected as an energy source
enghgefelecpurchw quant	If Yes, please indicate the emission factor (kg CO2e/kWh)	This should be the most recent and applicable emission factor attributable to the facility’s purchased electricity used in the reporting period.	enghgefelecpurch if ‘yes’ is selected in response to knowing the emission factor of purchased electricity sources
enghgefelecpurchlink	Please provide a direct link to the source of this emission factor	If a facility chooses to enter a custom factor, they must: Specify the emission factor source (e.g., PPA contract, supplier data) and provide a direct link or reference to the data source.	enghgefelecpurch if ‘yes’ is selected in response to knowing the emission factor of purchased electricity sources
enghgefelecpurchase	Please upload documentation, if available.	Upload supporting documentation, such as utility invoices or emissions certificates.	enghgefelecpurch if ‘yes’ is selected to knowing the emission factor of purchased electricity sources
ensourceelectricmetertrack	Would you like to track electricity use by the meter?	Answer “Yes” if: Your facility tracks domestic and/or production electricity separately by the meter. Answer “No” if: Your facility does not track electricity use	ensourcefacility if purchased electricity is selected as an energy source

		by the meter. In such a case you will report electricity use as a total value.	
ensourcedomestic elecmetercount	How many meters would you like to track for your Domestic electricity use?	If you indicate that you would like to track by the meter, you will be prompted to indicate how many separate meters you would like to track.	ensourcetracksep domprod ensourceelectricm etertrack if 'yes' is selected in response to tracking by meters and tracking domestic use separate from production
ensourceproduction elecmetercount	How many meters would you like to track for your Production electricity use?	If you have indicated that you separate domestic from production tracking, you will be asked to enter the number of meters being tracked for each. Values will later need to be entered in the energy section.	ensourcetracksep domprod ensourceelectricm etertrack if 'yes' is selected in response to tracking by meters and tracking domestic use separate from production
ensteammix	Does your facility know the energy source (energy mix) used to generate your purchased steam?	To answer "Yes" you must be able to report on the mix of energy sources used to generate purchased steam Only answer "Yes" if you can reliably report the percentage of the total energy used to create purchased steam that was generated by each source.	ensourcefacility if purchased steam is selected as an energy source
ensteammixsource s	If Yes, please select the energy sources	all energy sources used to generate purchased steam produced offsite.	ensteammix if 'yes' is selected in response to knowing the energy sources of purchased steam
enchilldwateref	Is the GHG emission factor of your chilled water specifically known because it is communicated by your supplier of chilled water?	Answer Yes if: Your supplier of purchased chilled water provides you with the specific GHG emission factor of this source and you have documentation to support	ensourcefacility if purchased chilled water is selected as an energy source

		this. Otherwise, answer “No”. The FEM and FDM will automatically allocate standard country/energy source emission factor for GHG calculations for your facility on the platform from FEM 2024 onwards, and will not use the reported custom emission factor unless indicated in the future.	
enchilledwaterrefquant	If Yes, Please indicate the emission factor (kg CO2e/kWh)	This should be the most recent and applicable emission factor attributable to the facility’s purchased chilled water used in the reporting period.	enchilldwaterefif if ‘yes’ is selected in response to knowing the GHG emission factor of purchased chilled water
enchilledwaterref	Please provide a direct link to the source of this emission factor	If a facility chooses to enter a custom factor, they must: Specify the emission factor source (e.g., PPA contract, supplier data) and provide a direct link or reference to the data source.	enchilldwaterefif if ‘yes’ is selected in response to knowing the GHG emission factor of purchased chilled water
enchilldwatereffile	Please upload documentation, if available.	Upload supporting documentation, such as utility invoices or emissions certificates.	enchilldwaterefif if ‘yes’ is selected in response to knowing the GHG emission factor of purchased chilled water
ensourcedistrictheatingknown	Is the GHG emission factor of your purchased heating (District Heating) specifically known because it is communicated by your supplier of purchased heating?	Answer Yes if: Your supplier of purchased heating provides you with the specific GHG emission factor of this source and you have documentation to support this. Otherwise, answer “No”. The FEM and FDM will automatically allocate the	ensourcefacility if purchased heating is selected as an energy source

		standard country/energy source emission factor for GHG calculations for your facility on the platform from FEM 2024 onwards, and will not use the reported custom emission factor unless indicated in the future.	
ensourcedistrictheatingef	If Yes, Please indicate the emission factor (kg CO2e/kWh)	This should be the most recent and applicable emission factor attributable to the facility's purchased (district) heating used in the reporting period.	ensourcedistrictheatingefknownif if 'yes' is selected in response to knowing the GHG emission factor of purchased heating
ensourcedistrictheatingeflink	Please provide a direct link to the source of this emission factor	If a facility chooses to enter a custom factor, they must: Specify the emission factor source (e.g., PPA contract, supplier data) and provide a direct link or reference to the data source.	ensourcedistrictheatingefknownif if 'yes' is selected in response to knowing the GHG emission factor of purchased heating
ensourcedistrictheatingrectemp	What is the temperature of the heated water received at the facility (Celsius)?	Temperature reading of incoming heated water (in degrees Celsius)	ensourcefacility if purchased heating is selected as an energy source
ensourcedistrictheatingexittemp	What is the temperature of the heated water from district heating exiting the facility (Celsius)?	Temperature reading of heated water leaving the facility (in degrees Celsius)	ensourcefacility if purchased heating is selected as an energy source
ensourcedistrictheatingefile	Please upload documentation, if available.	Upload supporting documentation, such as tracking spreadsheets or invoices where this may be indicated.	ensourcefacility if purchased heating is selected as an energy source
ensourcepurchrenewefknown	Is the GHG emission factor of your purchased renewables specifically known because it is communicated by your supplier of purchased renewables?	Answer Yes if: Your supplier of purchased renewables provides you with the specific GHG emission factor of this source and you have documentation to support this. Otherwise, answer "No".	ensourcefacility if purchased renewables is selected as an energy source

		The FEM and FDM will automatically allocate the standard country/energy source emission factor for GHG calculations for your facility on the platform from FEM 2024 onwards, and will not use the reported custom emission factor unless indicated in the future.	
ensourcepurchrenewef	If Yes, please indicate the emission factor (kg CO2e/kWh)	This should be the most recent and applicable emission factor attributable to the facility's purchased renewables used in the reporting period.	ensourcepurchrenewefknown if 'yes' is selected in response to knowing the GHG emission factor of purchased heating
ensourcepurchreneweflink	Please provide a direct link to the source of this emission factor	If a facility chooses to enter a custom factor, they must: Specify the emission factor source (e.g., PPA contract, supplier data) and provide a direct link or reference to the data source.	ensourcepurchrenewefknown if 'yes' is selected in response to knowing the GHG emission factor of purchased heating
ensourcepurchreneweffile	Please upload documentation, if available.	Upload supporting documentation, such as utility invoices or emissions certificates.	ensourcepurchrenewefknown if 'yes' is selected in response to knowing the GHG emission factor of purchased heating
ensourcepurchrenewmix	Does your facility know the renewable energy sources (energy mix) used to generate your purchased renewables?	To answer this question "Yes" you must be able to report on the mix of energy sources used to generate purchased renewables You should only answer "Yes" if you can reliably report the percentage of the total energy used to create purchased renewables that was generated by each source.	ensourcefacility if purchased renewables is selected as an energy source
enpurchrenewmixsources	If Yes, please select the energy sources	Please provide details on the energy mix of the purchased	ensourcepurchrenewmix if 'yes' is

	What is the percentage (%) of each energy source?	renewables for the reporting period.	selected in response to knowing the energy sources and mix of purchased renewables
enpurchrenewppafile	Please upload a copy of your PPA (Power Purchase Agreement)	If a facility selects “Purchased Renewables” as an energy source, it is required to upload a copy of the Power Purchase Agreement. The PPA is not directly linked to reported EACs.	ensourcefacility if purchased renewables is selected as an energy source
enpurchrenewppaown	Does your facility have the ownership of the associated renewable energy credits/carbon offsets from these purchased renewables?	Answer “Yes” if: Your facility owns the associated renewable energy credits/carbon offsets from these purchased renewables. Otherwise, answer “No”.	ensourcefacility if purchased renewables is selected as an energy source
enonsiterenewsellrecs	From the reported Onsite Solar or Wind Power Generation, are the carbon or renewable energy credits sold/allocated to an external party?	Answer “Yes” if: the carbon or renewable energy credits from the reported onsite solar or wind power are sold/allocated to an external party and the % of those credits is known. Otherwise, answer “No”.	ensourcefacility if solar photovoltaic electricity (onsite) is selected as an energy source
enonsiterenewsellrecsqty	What is the percentage of the credits sold/allocated to the external party?	Indicate the percentage of credits sold/allocated to the external party.	enonsiterenewsellrecs if ‘yes’ is selected in response to allocation of carbon or renewable energy credits to an external party
ensolarcapacity	What is the capacity of the onsite Solar Photovoltaic (electricity generating) system (in kWp)?	Solar Photovoltaic systems convert sunlight directly into electricity using semiconductor materials. Enter the capacity of the onsite Solar Photovoltaic system.	ensourcefacility if solar photovoltaic electricity (onsite) is selected as an energy source

endieselforgenerato rqty	What percentage of your facility's total diesel usage is for onsite generators?	Enter the percentage of your total Diesel usage used for the onsite Generator.	ensourcefacility if diesel is selected as an energy source
endieselmix	Is the Diesel used within your facility a mixture of both Biodiesel and Diesel?	Answer "Yes" if: The Diesel used within your facility is a mixture of both Biodiesel and Diesel. Otherwise, answer "No".	ensourcefacility if diesel is selected as an energy source
enbiodieselpercent	If Yes, What is the percentage of Biodiesel within your diesel source? (i.e. B10, B15, B20 etc.)	enter the percentage of Biodiesel within your diesel source.	endieselmix if 'yes' is selected in response to bio/diesel mix
enbiodieselmix	Is the Biodiesel used within your facility a mixture of both Biodiesel and Diesel?	Answer "Yes" if: the Biodiesel used within your facility is a mixture of both Biodiesel and Diesel. Otherwise, answer "No".	ensourcefacility if biodiesel is selected as an energy source
enbiodieselmixpercent	If Yes, What is the percentage of Biodiesel within your biodiesel source? (i.e. B100, B90, B75 etc.)	enter the percentage of Biodiesel within your biodiesel source.	enbiodieselmix if 'yes' is selected in response to bio/diesel mix
ensourcevehicle	Select all sources of energy/fuel for company owned and controlled vehicles	The intent of this question is to ensure facilities have identified all energy sources of energy/fuel for company owned and controlled vehicles. For sources that relate to charging or fuelling of vehicles onsite, you should select the energy source here only if this energy consumption is tracked separately and is NOT already included in the facility's overall energy reporting for the source(s) selected in the previous question so as to avoid double counting the use of this energy source.	ensourcevehicleclean if 'yes' is selected in response to company owned and controlled vehicles

		If your facility has electric vehicles and charges them onsite using purchased electricity and the electricity consumption of these vehicles is not tracked separately (i.e., subtracted from overall facility electricity consumption), you should not select this source for this question. Similarly, if the facility has natural gas or propane fueled vehicles that are refueled onsite and this is not tracked separately from overall facility usage, you should not select these as sources for this question.	
ensourcevehicletrac kopt	Does your facility track the use of every energy/fuel source used by company owned and controlled vehicles?	The intent of this question is for facilities to demonstrate that they have identified and track energy/fuel consumption for all energy sources used for company owned and controlled vehicles. Answer Yes if : Your facility tracks the quantity of energy/fuel consumption for all energy sources used for company owned and controlled vehicles. Answer Partial Yes if : Your facility tracks the quantity of energy/fuel used for at least one (1), but not all your energy sources used for company owned and controlled vehicles. If your facility uses fuels for vehicles onsite, you should not report the energy use in this question unless it has been subtracted from the facility's overall energy use for the respective energy source reported in the overall facility energy consumption data in	ensourcevehicleclean if 'yes' is selected in response to company owned and controlled vehicles

		the question(s) above.	
endieselvehicle	Is the Diesel used for the vehicles a mixture of both Biodiesel and Diesel?	Commercially available fuels are often blended and may be available in different concentrations. For example, B10 (10% Biodiesel and 90% traditional diesel fuel). In the FEM and FDM, facilities are asked to report details on the proportions of the fuel blends used to allow for accurate accounting of GHG emissions. This information should be obtained from fuel providers. Answer "Yes" if: The Diesel used in your vehicles is a mixture of both Biodiesel and Diesel. Otherwise, answer "No".	ensourcevehicle if diesel is selected as an energy source for owned and controlled vehicles
endieselvehiclemix	If Yes, What is the percentage of Biodiesel within your diesel source? (i.e. B10, B15, B20 etc.)	enter the percentage of Biodiesel within your biodiesel source.	endieselvehicle if 'yes' is selected in response to bio/diesel mix
enbiodieselvehicle	Is the Biodiesel used for the vehicles a mixture of both Biodiesel and Diesel?	Answer "Yes" if: The Biodiesel used in your vehicles is a mixture of both Biodiesel and Diesel. Otherwise, answer "No".	ensourcevehicle if biodiesel is selected as an energy source for owned and controlled vehicles
enbiodieselvehiclemix	If Yes, What is the percentage of Biodiesel within your biodiesel source? (i.e. B100, B90, B75 etc.)	enter the percentage of Biodiesel within your biodiesel source.	enbiodieselvehicle if 'yes' is selected in response to bio/diesel mix
enpetrolvehicle	Is the Petrol/Gasoline used for the vehicles a mixture of both Ethanol and Petrol/Gasoline?	Answer "Yes" if: the petrol/gasoline used within your facility is a mixture of both Ethanol and Petrol/Gasoline.. Otherwise, answer "No".	ensourcevehicle if petrol/gasoline is selected as an energy source for owned and controlled vehicles
enpetrolvehiclemix	If Yes, What is the percentage of Ethanol	enter the percentage of ethanol within your	enpetrolvehicle if 'yes' is selected in

	within your Petrol/Gasoline source? (i.e. E10, E15, E20 etc.)	petrol/gasoline source.	response to ethanol and petro/gasoline mix
enethanolvehicle	Is the Ethanol used for the vehicles a mixture of both Ethanol and Petrol/Gasoline?	Answer "Yes" if: the ethanol used within your facility is a mixture of both Ethanol and Petrol/Gasoline.. Otherwise, answer "No".	ensourcevehicle if ethanol is selected as an energy source for owned and controlled vehicles
enethanolvehiclemix	If Yes, What is the percentage of Ethanol within your Ethanol source? (i.e. E100, E85, E50 etc.)	enter the percentage of ethanol within your ethanol source.	enethanolvehicle if 'yes' is selected in response to ethanol and petro/gasoline mix
ensourcepurchaseac types	What type of Energy Attribute Certificates does your facility purchase?	Select the applicable EACs that this facility purchased and retired in the reporting period.	ensourcepurchaseac if 'yes' is selected in response to purchase of EACs
ensourcepurchaseac other	If Other, please describe	Indicate the relevant EACs in freeform text if none that the facility has purchased appear on the selection list.	ensourcepurchaseac types if 'other' is selected in response
ensourcepurchaseac mwh	How many MWh did your facility purchase and retire in the reporting period?	Report the cumulative MWh quantity retired for the reporting year up to the reporting month (e.g., If 100MWh was purchased, but only 75MWh was retired up to June, 75MWh should be input in June. If another 25MWh were retired in August, 100MWh should then be input in August.)	ensourcepurchaseac if 'yes' is selected in response to purchase of EACs
ensourcepurchaseac cert	Please upload your certificate	Upload supporting documentation, such as emissions certificates.	ensourcepurchaseac if 'yes' is selected in response to purchase of EACs
enpurchaseacsource	Please select the energy sources of your EACs	Please provide details on the energy sources of the EAC and their relative mix for the	ensourcepurchaseac if 'yes' is selected in response to

	What is the percentage (%) of each energy source?	reporting period.	purchase of EACs
enpurchcotypes	What was the registry the offset was registered under?	Select the applicable scheme corresponding with this facility's purchase and retirement of carbon offsets in the reporting period.	enpurchco if 'yes' is selected in response to purchase of carbon offsets
enpurchcoother	If Other, please describe	Indicate the relevant carbon offset scheme(s) in freeform text if none that the facility has purchased from appear on the selection list.	enpurchcotypes if 'other' is selected in response
enpurchcoquant	How many carbon offsets (in Metric Tons CO2e) were purchased and retired in the reporting period?	enter the value of carbon offsets in MT CO2e, purchased and retired in the reporting period.	enpurchco if 'yes' is selected in response to purchase of carbon offsets
enpurchcoref	Please upload your purchase invoices or other supporting document	Upload supporting documentation.	enpurchco if 'yes' is selected in response to purchase of carbon offsets

Production Volume

Question Reference	Question	What you need	Link to Conditional
sipfacilityprodvolq uant xxx	What was your facility's volume this reporting period? xxx = each facility type selected in response to sipfacilitytype	Facilities should report here the total amount of product shipped/sold in the reporting period, to align with the FEM. Units manufactured during the reported period will be input separately to a different question reference. Notes: Unit of Measure (Primary, Cascale Benchmarking) Production volume must be input in the predefined unit of measure listed in the FEM (e.g., kg or pieces/pairs). If the facility uses a different unit to track production volume, this must be converted into the unit of measure listed to align with the FEM. Additional options for reporting annual quantity and unit of measure are provided to allow for reporting of annual production in different units from a predefined list of units of measure for each facility type. In the case of multiple facility types, the volume of final products shipped/sold should be reported under the Finished Product Assembler facility type, and the volume of products processed through the processing facility should be reported under the Finished Product Processing facility type.	sipfacilitytype

		This reporting logic applies to other facility type combinations as well where applicable. Total amount of product shipped/sold should not include the total amount of rejects in the last reporting period.	
sipfulltimeemployees	Specify the number of full-time employees at your facility	Enter the average number (not a range) of full-time employees that worked at the facility in this reporting period. Facilities should establish a process to track the number of workers in each pay period (e.g. weekly, bi-weekly, monthly). The average number of employees can then be determined using the following guidance: Add the total number of employees your facility paid in all pay periods during the reporting period. Count the number of pay periods during the reporting period. Divide the number of employees by the number of pay periods. Round the answer to the next highest whole number	nil
sitempemployees	Specify the number of temporary employees at your facility	Enter the average number (not a range) of temporary employees that worked at the facility in the reporting period Note: the same calculation methodology applies as for full-time employees	nil

Energy

Question Reference	Question	What you need	Link to Conditional
ensteamsourcecount	How many separate sources of steam are received at the facility?	Sources of steam with the same temperature and pressure should be counted as a single source	ensourcefacility if purchased steam is selected as an energy source
ensteammixsourcequantensource xxx	What percentage of steam used at the facility is received from this source? xxx = each energy source of purchased steam	The proportional mix of steam sources with distinct temperature and pressure metrics	ensourcefacility if purchased steam is selected as an energy source
ensteampressureunit	Please indicate the unit of measure used to monitor the steam pressure	Unit of measure	ensourcefacility if purchased steam is selected as an energy source
ensteampressure	What is the pressure of the steam received at the facility?	Pressure reading of each steam source received at the facility	ensourcefacility if purchased steam is selected as an energy source
ensteamtemp	What is the temperature of the steam received at the facility (Celsius)?	Temperature reading (Celsius) of each steam source received at the facility	ensourcefacility if purchased steam is selected as an energy source
ensourceusedomesticensource xxx ensource useprodensource yyy xxx	Does your facility use this energy source? xxx = each energy source indicated in response to ensourcefacility yyy = each facility type indicated in response to sipfacilitytype	Confirm usage of each energy source at each facility type selected. If a facility has indicated that it tracks domestic use separately from production, energy source usage will be reported separately.	ensourcefacility sipfacilitytype ensourcetrackseprod mprod
ensourcequantdomesticensource xxx ensource quantprodensource yyy xxx	What is the quantity of energy used by this source during this reporting period? xxx = ensourcefacility yyy = sipfacilitytype	Indicate quantity used of each energy source at each facility type selected. If a facility has indicated that it tracks domestic use separately from production, energy source usage will be reported separately	ensourcefacility sipfacilitytype ensourcetrackseprod mprod

ensourceunitdomesticensource xxx ensource yyy unitprodensource xxx	What is the unit of measure reported for energy use by this source during this reporting period? xxx = ensourcefacility yyy = sipfacilitytype	Indicate unit of measure against reported quantity of each energy source at each facility type selected.	ensourcefacility sipfacilitytype ensourcetrackseptomprod
ensourcecomment sdomesticensource xxx ensource yyy commentsprodensource xxx	Additional comments xxx = ensourcefacility yyy = sipfacilitytype	For each energy source and facility type, additional comments may be included	ensourcefacility sipfacilitytype ensourcetrackseptomprod
ensourcefiledomesticensource xxx ensource yyy fileprodensource xxx	Please upload documentation (optional) xxx = ensourcefacility yyy = sipfacilitytype	For each energy source and facility type, supporting documentation may be uploaded	ensourcefacility sipfacilitytype ensourcetrackseptomprod
ensourcemeternamedomesticensource xxx meter counts1-30 ensource yyy meternameprodensource xxx meter counts1-30	Meter name (if energy source is metered) xxx = each energy source indicated in response to ensourcefacility yyy = each facility type indicated in response to sipfacilitytype	For energy sources tracked by meters, indicate the meter name(s) for each source and facility type for up to 30 meters	ensourcefacility sipfacilitytype ensourcetrackseptomprod
ensourcequantitydomesticensource xxx meter counts1-30 ensource yyy quantityprodensource xxx meter counts1-30	What is the quantity of energy used by this meter during this reporting period? xxx = each energy source indicated in response to ensourcefacility yyy = each facility type indicated in response to sipfacilitytype	Indicate quantity used of each energy source by each meter at each facility type selected. If a facility has indicated that it tracks domestic use separately from production, meters applicable to each will be reported separately	ensourcefacility sipfacilitytype ensourcetrackseptomprod
ensourceunitdomesticensource xxx meter counts1-30 ensource yyy unitprodensource xxx meter counts1-30	What is the reporting unit of measure on this meter? xxx = each energy source indicated in response to ensourcefacility yyy = each facility type	Indicate unit of measure against reported quantity of each energy source for each meter at each facility type selected.	ensourcefacility sipfacilitytype ensourcetrackseptomprod

	<i>indicated in response to sipfacilitytype</i>		
ensourcecomment sdomesticensource e xxx meter counts1-30 ensource yyy commentsprodens ource xxx meter counts1-30	Additional comments xxx = each energy source indicated in response to ensourcefacility yyy = each facility type indicated in response to sipfacilitytype	For energy sources tracked by meters, additional comments may be included for each source and facility type for up to 30 meters	ensourcefacility sipfacilitytype ensourcetracksepdoproduct
ensourcefiledomestic source xxx meter counts1-30 ensource yyy fileprodensource xxx meter counts1-30	Please upload documentation (optional) xxx = each energy source indicated in response to ensourcefacility yyy = each facility type indicated in response to sipfacilitytype	For energy sources tracked by meters, supporting documentation may be uploaded for each source and facility type for up to 30 meters	ensourcefacility sipfacilitytype ensourcetracksepdoproduct
ensourcequantityvehicle cleanvehicle xxx	Please provide details on your energy/fuel consumption for company owned and controlled vehicles during this reporting period: What quantity of energy/fuel use by this source during this reporting period?	For facilities that indicate they separately track energy source consumption by owned and controlled vehicles here they would enter the quantity of each source used during the reporting period.	ensourcefacility ensourcevehicleany ensourcetracksepdoproduct
ensourceunitvehicle eenvehicle xxx	Unit of Measure	Indicate unit of measure against reported quantity of each energy source..	ensourcefacility ensourcevehicleany ensourcetracksepdoproduct
ensourcecomment svehicleenvehicle xxx	Provide any additional comments	Additional comments may be included for each source.	ensourcefacility ensourcevehicleany ensourcetracksepdoproduct
ensourcefilevehicle eenvehicle xxx	Please upload documentation (optional)	Supporting documentation may be uploaded as optional	ensourcefacility ensourcevehicleany ensourcetracksepdoproduct