

An aerial photograph of a dense forest of evergreen trees. A large, light-brown footprint is superimposed over the center of the image, symbolizing carbon footprint. The bottom of the image is partially covered by a green curved banner.

Informe Huella de Carbono



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1. About ALLCOT Group

Founded in 2009, **ALLCOT** is a project developer that provides knowledge, experience and management to greenhouse gas emission reduction (GHG) initiatives to actively combat the climate crisis under **Article 6 of the Paris Agreement** and align with the **2030 Agenda** and its **17 Sustainable Development Goals (SDGs)**.

- 🌱 **ALLCOT** develops emission reduction projects under various carbon quantification standards (**MDL, VCS, GS**) and in various sectors (forestry, waste, renewable energy) covering the entire carbon credit value chain for further management in markets created under the **Paris Agreement**.
- 🌱 **ALLCOT** supports projects, companies, and public organisms to improve their sustainability performance by providing consulting services, including developing strategies to calculate, reduce and offset **GHG** emissions, as well as determining good practices for reporting the **Sustainable Development Goals (SDGs)**.

ALLCOT is a member of major industry organizations such as IETA, ICROA, CMIA, CPLC, ASOCARBONO, SansSI and UNGlobal Compact operate under the ISO 9001:2015 Quality Management System, certified by **Lloyd's Register since 2013**.

Our services include:

CLIMATE CHANGE	SUSTAINABILITY
🌱 REDD+ projects	🌱 Environmental Footprint
🌱 Registration of GHG mitigation projects	🌱 Carbon Footprint
🌱 Carbon credit verification and issuance	🌱 Plastic Footprint
🌱 Internationally Transferred Mitigation Outcomes (ITMOs)	🌱 Water Footprint
🌱 Adaptation to Climate Change	🌱 Mapping ODS
🌱 New methodologies for reducing GHG emissions	🌱 Renewable Energy Certificates
	🌱 Online Sustainability Training

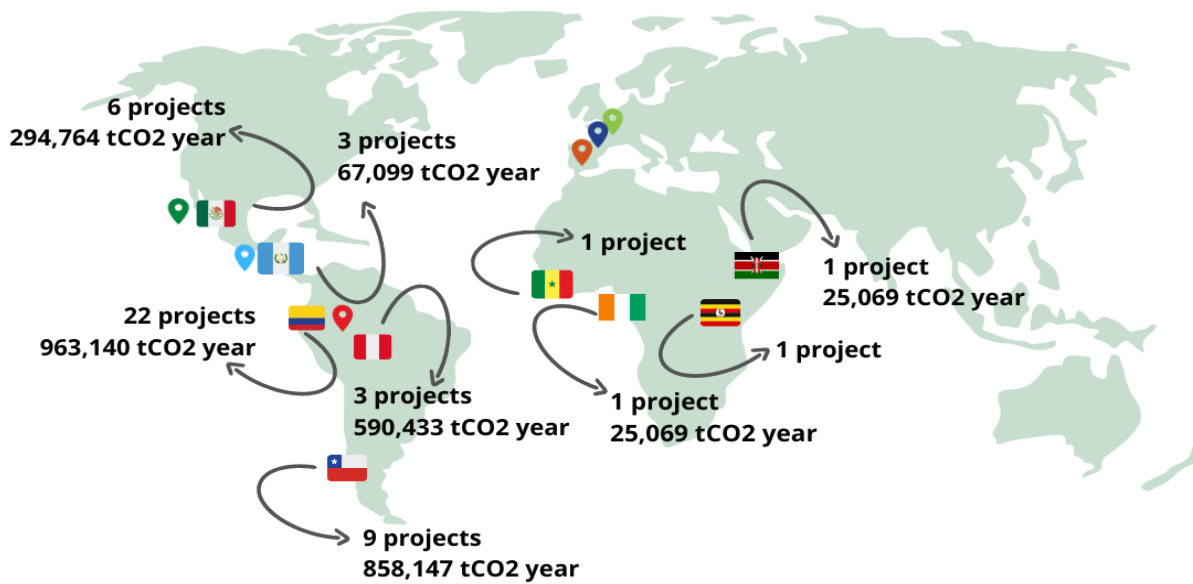
ALLCOT has a multidisciplinary technical team with extensive experience and technical knowledge in the quantification of GHG emissions, as well as in the calculation of Carbon Footprint under different standards and calculation methodologies.

ALLCOT guarantees full confidentiality in the analysis of data and sources performed, establishing a working mechanism based on transparency, clarity, and independence. Our entire team is free from bias and conflict of interest from the services we offer, in order to preserve the objectivity of the audits and verifications we carry out and ensure that the findings and conclusions are based on objective evidence



1.1 Our projects

We currently have a portfolio of **more than 30** own projects in Africa and Latin America in different sectors and different standards:



- ALLCOT México
- ALLCOT Guatemala
- ALLCOT Colombia
- ALLCOT Mediterranean (Spain)
- ALLCOT France
- ALLCOT Switzerland



1.2 presence at international events

United Nations Conference on Climate Change



Climate Week (UNFCCC)



ParlAmericas





1.3 ALLCOT is affiliated to the main international organizations



Established sustainability industries & markets participant



Member of the International Emissions Trading Associations



Speaker at UNFCCC Regional Collaboration Center



Member of the Climate Markets Investment Association



Observer at the UN Conference Of the Parties



Sport and Sustainability International Founder & Member



ISO 9001: 2015 Certified by Lloyds Register



Member of the Carbon Pricing Leadership Coalition



We support UN Global Compact



Winner of the world Bank's 2nd pilot Auction Facility (PAF)



Member of La Asociación Colombiana de Actores del Mercado de Carbono



Member of The International Carbon Reduction and Offset Alliance

ALLCOT has recently joined ICROA, The International Carbon Reduction and Offsetting Alliance. where we have been awarded the **with ICROA's Code of Best Practice** (2019). Also, ALLCOT has been recognized for using an innovative approach to help companies reduce their environmental impact in line with the United Nations Sustainable Development Goals. ICROA is a non-profit organisation made up of the leading carbon reduction and offset providers in the voluntary carbon market.



1.4 ALLCOT has designed its own Code of Conduct and H&S policy both in office, remote work and field work.

Our values and behavior are the basis of our [Code of Conduct](#). Our Code of Conduct is a public statement that ALLCOT is committed to doing the right thing.

We summarize some responsibilities of employees and managers

EMPLOYEES	MANAGERS
<ul style="list-style-type: none">Read and know the information in our Code of Conduct.Annually certify that you have acted in accordance with our Code of Conduct.Act in a safe, ethical and consistent manner with applicable laws and regulations, the requirements, values and behavior of ALLCOT and our HSSE (Health, Safety, Safety and Environment) objectives.Raise questions and concerns if you are aware of possible violations of laws, regulations, our Code of Conduct or ALLCOT Requirements.Cooperate fully with an investigation or audit.	<ul style="list-style-type: none">Be a positive role model and support your team members:<ul style="list-style-type: none">- Creating a respectful or inclusive environment.- Encouraging them to speak.- Listening and responding to concerns when they arise.Do your part to ensure that no one experiences retaliation for speaking out or cooperating in an investigation.Help your team members understand the principles and expectations of our Code of Conduct, ALLCOT Requirements, and applicable laws.Be consistent in enforcing our requirements and holding people accountable for their behavior at work.

ALLCOT is committed to the highest standards of openness and transparency

1.5 Prevención de Riesgos Laborales (PRL)

Application of health and wellness protocols both in the office and in remote work.



Ergonomics



Health



Wellness

Design of specific protocols for travel and field work.





2. Introduction

Global warming and climate change have emerged as a key issue in terms of sustainable development. Many governments are taking steps to reduce their Greenhouse Gas Emissions (GHG), through national policies that include the introduction of emissions trading and trading programs, voluntary programs, carbon or energy taxes, and energy efficiency regulations and standards and emissions. As a result, companies must be able to understand and manage the risks associated with GHGs, to ensure successful long-term performance in a competitive business environment, and to adequately prepare for future national and international policies related to climate protection.

For this reason, **ALLCOT** proposes to carry out a consistent and well-designed corporate GHG inventory, being able to contribute to several business objectives, including:

- ④ Management of risks associated with GHGs and identification of reduction opportunities.
- ④ Public reports and participation in voluntary GHG programs.
- ④ Participation in mandatory reporting programs.
- ④ Participation in GHG markets.
- ④ Recognition of early voluntary actions to reduce emissions.

GHG accounting and reporting practices are evolving and new to many companies; however, the principles listed below are derived, in part, from generally accepted financial accounting and reporting principles. They are also the result of a collaborative process that has involved diverse representative parties from a wide range of technical, environmental and accounting disciplines.

GHG accounting and reporting should be based on the following principles:

- ④ **Relevance:** Ensures that the GHG inventory appropriately reflects the emissions of a company and is an objective element in the decision-making of both internal and external users of the company.
- ④ **Integrity:** This leads to comprehensive accounting and reporting, covering all GHG emission sources and activities included in the inventory limit. Any exceptions to this general principle must be reported and justified.
- ④ **Consistency:** Uses consistent methodologies that allow meaningful comparisons of emissions over time. It transparently documents any change in data, inventory boundary, calculation methods, or any other relevant factor over a time series.
- ④ **Transparency:** It addresses all significant or relevant issues in an objective and consistent manner, based on a transparent audit trail. It discloses all material



assumptions and makes appropriate references to accounting and calculation methodologies, as well as sources of information used.

- 🌱 **Accuracy:** Ensures that the quantification of GHG emissions does not observe systematic errors or deviations with respect to real emissions, as far as it can be evaluated, and in such a way that the uncertainty is reduced as much as possible. It is necessary to acquire sufficient precision that allows users to make decisions with reasonable confidence regarding the integrity of the information reported.

2.1 What does the Carbon Footprint mean?

The carbon footprint is understood to be "the totality of greenhouse gases emitted by direct or indirect effect by an individual, organization, event or product".

The different sections of this report cover the calculation of the Carbon Footprint of the year of production 2020 of ALLCOT Group, in which the totality of greenhouse gases (GHG) emitted by direct or indirect effect from the development of the activity of this event will be measured.

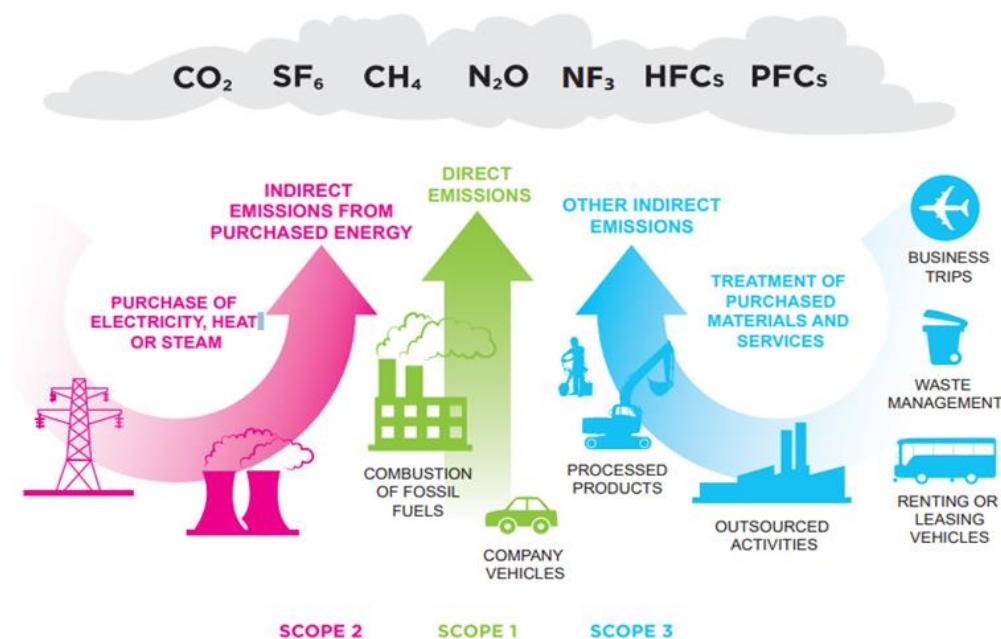
- 🌱 **Direct GHG emissions:** these are emissions from sources that are owned or controlled by the organization. In a very simplified way, they could be understood as the emissions released in situ at the place where the activity occurs.
- 🌱 **Indirect GHG emissions:** these are emissions that are a consequence of the organization's activities, but that occur in sources that are owned or controlled by another organization. An example of indirect emission is the emission from electricity consumed by an organization, whose emissions have been produced in the place where the electricity was generated.

When referring to the carbon footprint of an event and the emission sources that are analysed in its calculation, we use the term Scope, classifying it in scope 1, 2 and 3.

- 🌱 **Scope 1:** Direct GHG emissions. Emissions associated with the direct consumption of fossil fuels by the event, for example, emissions from the combustion in boilers, furnaces, vehicles, etc., which are owned or controlled by the entity in question. It also includes fugitive emissions (e.g. air conditioning leaks, CH4 leaks from ducts).
- 🌱 **Scope 2:** Emissions associated with goods and services acquired by the event, for example, indirect GHG emissions associated with the generation of electricity acquired and consumed by the event.
- 🌱 **Scope 3:** Other indirect emissions. Some examples of scope 3 activities are the consumption of water, the extraction and production of materials acquired by the organization, business trips with external means, the transport of raw materials, fuels and products (for example, logistics activities) made by third parties or the use of products or services offered by others.



The following diagram graphically shows the scopes mentioned before and the elements that integrate it:



2.2 Boundaries

The approach used to define the limits for **ALLCOT Group** is the calculation period, from the beginning of the year until the end (December 31). The emissions from the employees of the offices in Spain (Madrid) and Colombia (Bogotá) are included in the calculation, adding in the calculations of the Madrid office all employees in Europe regardless of the country in which they work (France).

Information on gas and electricity consumption in the offices has been collected, as far as possible.

The emissions generated by the hotel stay of the employees of the entire **ALLCOT Group** throughout the year have also been considered within this study.

Emissions as a consequence of the fuel consumption of short, medium and long-distance trips have also been considered. Both business trips and daily trips made by employees to go to the office.

Finally, the emissions produced by the generation and management of waste in the following categories have been considered: glass, plastic, paper and cardboard, organic waste and remains. All of them included within the category of municipal waste.

In all cases, the particular conditions of each of the offices have been taken into account to determine what is within our operational control and what is not.



2.3 Calculation Period

This section aims to report the period of time for which the average figure for the Carbon Footprint is representative.

The calculation period covered by this study corresponds to a calendar year: from January 1, 2020, to December 31, 2020.

2.4 Baseline

The carbon footprint inventory that will be considered as a reference for future GHG emission inventories, as a working basis for monitoring GHG emission reductions, and for possible additional calculations, will be this inventory.

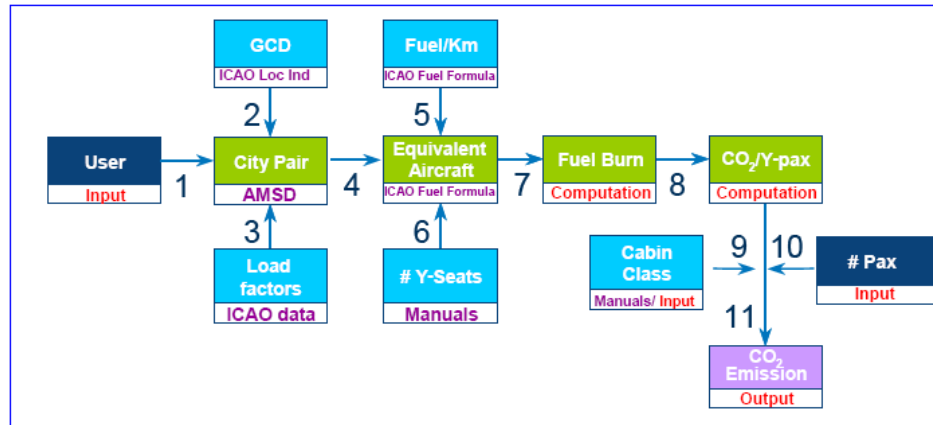
2.5 Estimates

To carry out the calculation, the following estimates have been taken into account:

- 🕒 In terms contributing cars, the emission factor has been identified and considered according to the distance traveled, the type of fuel and the size of the vehicle, considering for all cases an average vehicle size, as established by DEFRA (Department for Environment Food & Rural Affairs).
- 🕒 People who travel on foot or by bicycle are considered not to emit Greenhouse Gases.
- 🕒 Finally, in order to carry out the calculation associated with business trips, the methodology provided by the ICAO (International Civil Aviation Organization) has been used, which estimates the emissions taking into account the load factor per passenger and type of trip made, that is, the class in which the trip was made.

This methodology has been designed by using industry averages for various factors that contribute to the calculation of emissions associated with each passenger. Since emissions are affected by the continuous change of specific variables of each flight, this methodology provides such averages in order to develop a more solid estimate for the calculation of emissions.

The sources used by ICAO for the development of the calculator are represented below:



- City pair: The flight schedule data is based on the latest information available from the Airline Multilateral Schedule Database (AMSD).
- GCD: the distance between the origin and destination airports is calculated from the latitude and longitude coordinates originally obtained from the ICAO location indicator database.
- Load factors: The average generic factors are obtained from the Traffic by Flight Stage (TFS) database which collects airline city pair specific traffic data by type of aircraft produced annually, and national and operational traffic.
- Fuel/km: is obtained from the ICAO fuel consumption formula by aircraft model.
- Y-seats: The number of average economy seats that can fit inside the aircraft was estimated by the ICAO through a standard cabin design for each reference aircraft.

☑ In terms of generation of waste, approximate annual volumes by type of waste have been considered based on the average purchases made by the employees, the meals per day that they eat in the office and the total number of employees who work from the office. The average volume of the container used for the calculation is 50L in all cases except for glass for which a residue of half a kilo per month has been conservatively estimated, constant throughout the 12 months of the year.

☑ In order to proceed with the calculation of scope 2, the monthly invoices obtained up to the end of the contract from the Madrid office, of which control is available, have been used. For the Colombian office, an estimate has not been made since there is no operational control over it.

☑ In order to carry out the calculation of staff travel, the distance and mode of travel has been estimated based on the information obtained from the previous year's survey, in order to calculate the associated emissions in the period from January to March when the staff was still attending to the office. To this end, the corresponding emission factors by type of fuel and type of transport provided by DEFRA have been used.



- ☐ In the case of visits made by business travelers, the methodology provided by the International Tourism Partnership (ITP) and the World Travel & Tourism Council (WTTC) was used, which estimates the emissions according to the type of hotel where the visit took place, as well as the duration of the visit and the location of the hotels.

The methodology provides hotels with a carbon footprint per occupied room per day, and per area of meeting space per hour. This information can be used to calculate the carbon footprint of a specific customer's use of the hotel.

The methodology includes all energy used at the location and, if applicable, includes the carbon emissions from the outsourced operations. Greenhouse gas emissions from the entire hotel are allocated to rooms and meeting space on a consistent basis. These emissions are calculated based on the sources of energy consumption using the conversion factors recommended in the Greenhouse Gas (GHG) Protocol.

2.6 Exclusions

For this study, the following emission sources have been excluded:

- ☐ For the Madrid office:
- ☐ Emissions related to fluorinated gases have not been recorded since they have not been carried out for this period.
- ☐ Emissions related to water consumption have not been accounted for due to non-operational control of the same. There is no data on the amount of water consumed by employees, since this aspect is managed at the building level.

For the Colombia office:

- ☐ Emissions related to fluorinated gases have not been recorded since they have not been carried out for this period.
- ☐ Emissions related to the consumption of water, gas and electricity have not been counted since being a coworking office, it is outside our operational control.
- ☐ Emissions related to the generation and elimination of waste have not been accounted for because, being a coworking office, there is no information on the waste generated entirely by **ALLCOT Group** employees, which is why they are outside of our operational control.

2.7 Uncertainty

It has been based on primary information obtained directly from the organization in charge, so the emissions obtained have a low degree of uncertainty.

However, for the transports carried out, small estimations have been carried out due to the detailed complexity of the information of the models and the fuel consumed, using the distance travelled. The uncertainty in this case would be medium.

The km travelled in the business trips have been associated with uncertainty, in this case medium-high due to the fact that an estimate of the total km travelled between the start and end point has been made. The calculated distance is equal to the length of a straight line between both points and not the distance that the means of transport actually travels, in cases where information is not available.



3. Methodology

In order to achieve the highest quality, credibility, and accuracy in carbon footprint calculations, ALLCOT follows the Accounting and Reporting Principles established by the Greenhouse Gas Protocol (GHG Protocol) for carbon footprint accounting. of the event.

The Greenhouse Gas Protocol (GHG Protocol) is the most widely used international accounting tool for governments and business leaders to understand, quantify and manage greenhouse gas emissions. It is a 10-year-old partnership between “the World Business Council for Sustainable Development (WBCSD)” and “the World Resources Institute (WRI)”. The GHG protocol is working together with companies, governments and environmental groups around the world to build a new generation of effective and credible programs to fight climate change.

Since the publication of the first edition of: "The Greenhouse Gas Protocol: A Corporate Accounting and Reporting Standard (Corporate Standard)", more than 1,000 companies and organizations around the world have developed their inventories of greenhouse gases using the Protocol of GHG.

The Greenhouse Gas Protocol also follows the principles set out in the ISO 14064 standard. ISO (International Organization for Standardization) is a worldwide federation of national standardization bodies (ISO member bodies). The work of preparing international standards is normally carried out through ISO technical committees. Each member body interested in a subject for which a technical committee has been established has the right to be represented on that committee. International organizations, public and private, in coordination with ISO, also participate in the work. ISO collaborates closely with the International Electrotechnical Commission (IEC) on all matters of electrotechnical standardization.

3.1 Emission factors used

Emission factors are a fundamental part of the calculation, therefore, **ALLCOT Group** only uses reliable and internationally recognized sources of information for the calculation of the carbon footprint, based on the selection criteria for the emission factor of the GHG Protocol. The correct selection of a representative data source adapted to the temporal and spatial context of the organization is as important as the calculation of GHG emissions itself.

Examples of these sources are the calculation tools and worksheets of the GHG Protocol, applicable to various industries and businesses regardless of the sector (Potential Global Warming Values, GHG emissions from stationary combustion, business trips, etc.).

Other examples of sources used in our calculations include the Intergovernmental Panel on Climate Change (IPCC), the UK Department for Environment, Food and Rural Affairs (DEFRA), and the Ministry of the Environment for all countries in which **ALLCOT Group** operates.

Below are all the emission factors used in the calculations, with their respective official sources.



Scope	Activity		Value (kg CO2e)	Source
1	Natural Gas	kWh (Gross CV)	0.182	Ministerio para la Transición Ecológica y el Reto Demográfico (junio 2020)
2	Electricity consumption	kWh	0.15	Factor de emisión en la CNMC 2020 (Iberdrola)
3a	Paper and cardboard generation	kg CO2e/ton	0 (Open loop)	DEFRA: Spreadsheet Conversion factors 2020: condensed set (for most users) Sheets: Waste disposal
3a	Glass generation	kg CO2e/ton	21.294	DEFRA: Spreadsheet Conversion factors 2020: condensed set (for most users) Sheets: Waste disposal
3a	Plastic generation	kg CO2e/ton	21.294	DEFRA: Spreadsheet Conversion factors 2020: condensed set (for most users) Sheets: Waste disposal
3a	Organics waste generation	kg CO2e/ton	587.344	DEFRA: Spreadsheet Conversion factors 2020: condensed set (for most users) Sheets: Waste disposal
3a	Municipal waste generation	kg CO2e/ton	626.875	DEFRA: Spreadsheet Conversion factors 2020: condensed set (for most users) Sheets: Waste disposal
3b	CO2e Madrid-Paris CO2e Paris-Madrid	kg CO2e/travel	211	ICAO Carbon Emissions Calculator
3b	CO2e Bogotá El Yopal	kg CO2e/travel	46	ICAO Carbon Emissions Calculator
3b	CO2e Bogotá - Villavicencio	kg CO2e/travel	22.8	ICAO Carbon Emissions Calculator
3b	CO2e Bogotá-Cartagena	kg CO2e/travel	151	ICAO Carbon Emissions Calculator
3b	CO2e Bogota-Florenia	kg CO2e/travel	74.9	ICAO Carbon Emissions Calculator
3b	CO2e Madrid-Brussels	kg CO2e/travel	264.80	ICAO Carbon Emissions Calculator
3b	CO2e México-México	kg CO2e/travel	279.20	ICAO Carbon Emissions Calculator
3b	CO2e México-México	kg CO2e/travel	192.40	ICAO Carbon Emissions Calculator



3b	CO ₂ e México-México	kg CO ₂ e/travel	292.80	ICAO Carbon Emissions Calculator
3b	CO ₂ e México-México	kg CO ₂ e/travel	146.70	ICAO Carbon Emissions Calculator
3b	CO ₂ e México-México	kg CO ₂ e/travel	96.20	ICAO Carbon Emissions Calculator
3b	CO ₂ e France - UK	kg CO ₂ e/travel	180.00	ICAO Carbon Emissions Calculator
3b	Medium car (petrol)	Km	0.188	DEFRA: Spreadsheet Conversion factors 2020: condensed set (for most users) Sheets: Business travel-air/ Business travel-land
3b	Underground	Passenger.km	0.03549	DEFRA: Spreadsheet Conversion factors 2020: condensed set (for most users) Sheets: Business travel-air/ Business travel-land
3b	International Train	Passenger.km	0.00446	DEFRA: Spreadsheet Conversion factors 2020: condensed set (for most users) Sheets: Business travel-air/ Business travel-land
3b	CO ₂ e Hotel room 3* (México)	tCO ₂ e/hab	25.9	Hotel Footprinting tool
3b	CO ₂ e Hotel room 4* (Colombia)	tCO ₂ e/hab	13.50	Hotel Footprinting tool
3b	CO ₂ e Hotel room 3* (Belgium)	tCO ₂ e/hab	10.90	Hotel Footprinting tool



4. Greenhouse gas inventory

Founded in 2009, ALLCOT Group is a project developer that offers knowledge, experience and management of greenhouse gas (GHG) emission reduction initiatives to actively combat the climate crisis under article 6 of the Paris Agreement and aligning with the Agenda 2030 and its 17 Sustainable Development Goals (SDG). It offers services in matters of Climate Change and Sustainability.

The total carbon footprint according to the information collected for the activity carried out by **ALLCOT Group** throughout 2020 is **47 tons of CO₂ equivalent** once rounded. Depending on whether they are direct or indirect emissions, the tons are in turn divided into:

Carbon Footprint Report				
	Madrid (Europe)	Colombia	AG	Total ALLCOT
Scope 1	Total emissions (tCO ₂ e)	Total emissions (tCO ₂ e)	Total emissions (tCO ₂ e)	Total emissions (tCO ₂ e)
Natural Gas	40,59	Out of operational control	Out of operational control	40,59
Total	40,59	Out of operational control	Out of operational control	40,59
Scope 2	Total emissions (tCO ₂ e)	Total emissions (tCO ₂ e)	Total emissions (tCO ₂ e)	Total emissions (tCO ₂ e)
Electricity	0,29	Out of operational control	Out of operational control	0,29
Scope 3 (a)	Total emissions (tCO ₂ e)	Total emissions (tCO ₂ e)	Total emissions (tCO ₂ e)	Total emissions (tCO ₂ e)
Waste generation (office)	2,21	Out of operational control	Out of operational control	2,21
Total	2,21	Out of operational control	Out of operational control	2,21
Scope 3 (b)	Total emissions (tCO ₂ e)	Total emissions (tCO ₂ e)	Total emissions (tCO ₂ e)	Total emissions (tCO ₂ e)
Business travels	0,25	0,98	1,47	2,70
Employees stays	0,00	0,20	0,32	0,52
Employees travels	0,41	-	-	0,41
Total	0,66	1,18	1,79	3,63
HdC Total	43,75	1,18	1,79	47,00



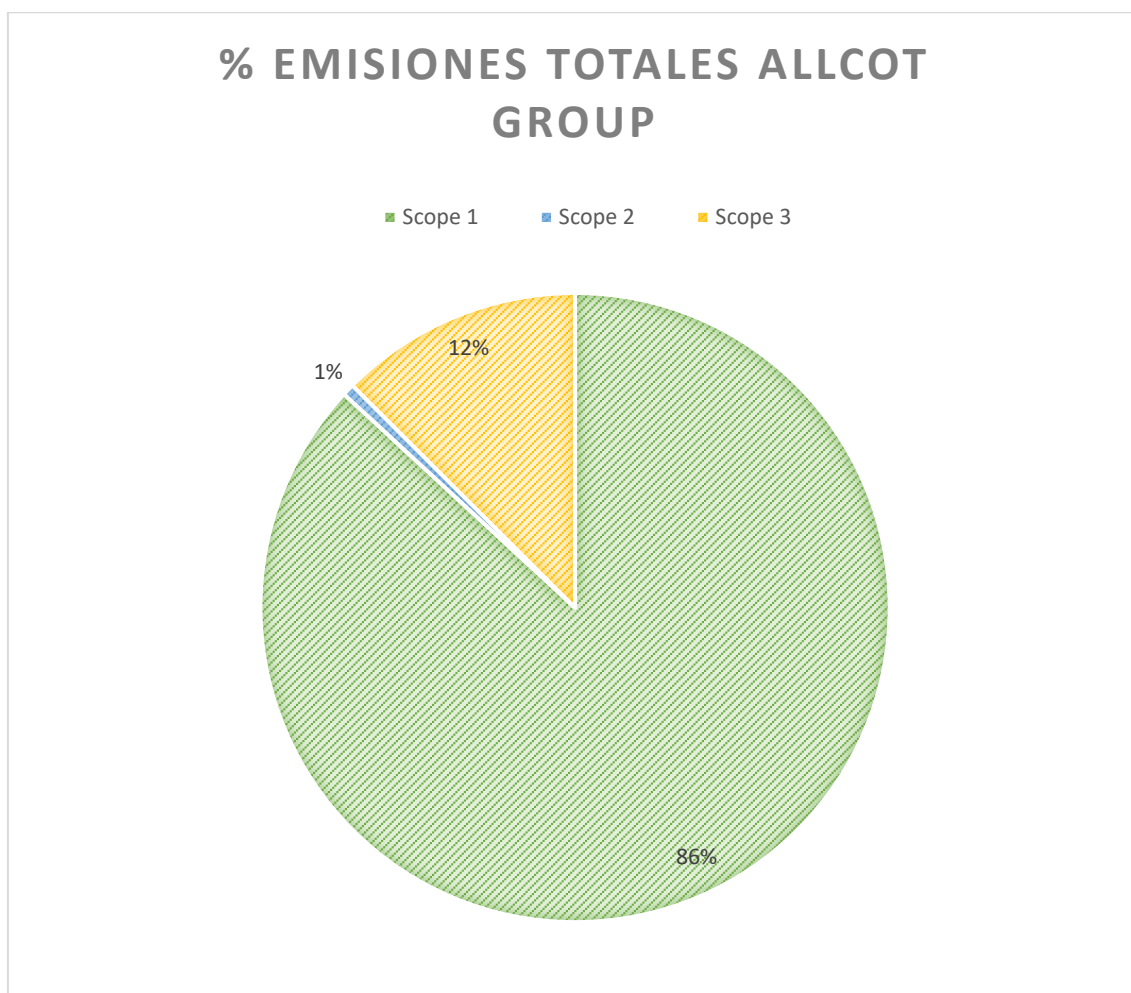
5. Conclusions

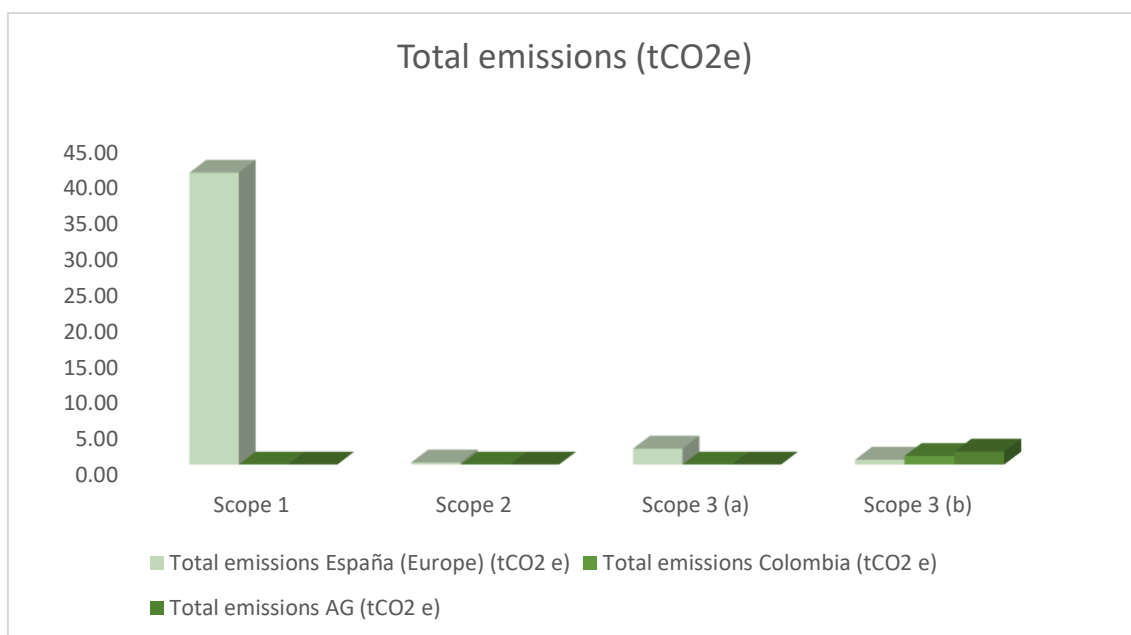
5.1 Results analysis

As previously stated, the total carbon footprint according to the information compiled for the activity carried out by ALLCOT Group throughout 2020 is 47 Tons of CO₂ equivalent once rounded.

Once the Carbon Footprint Calculation has been carried out, the results obtained are analyzed in order to focus the objectives on the consumptions that generate the greatest amount of CO₂ equivalent emissions.

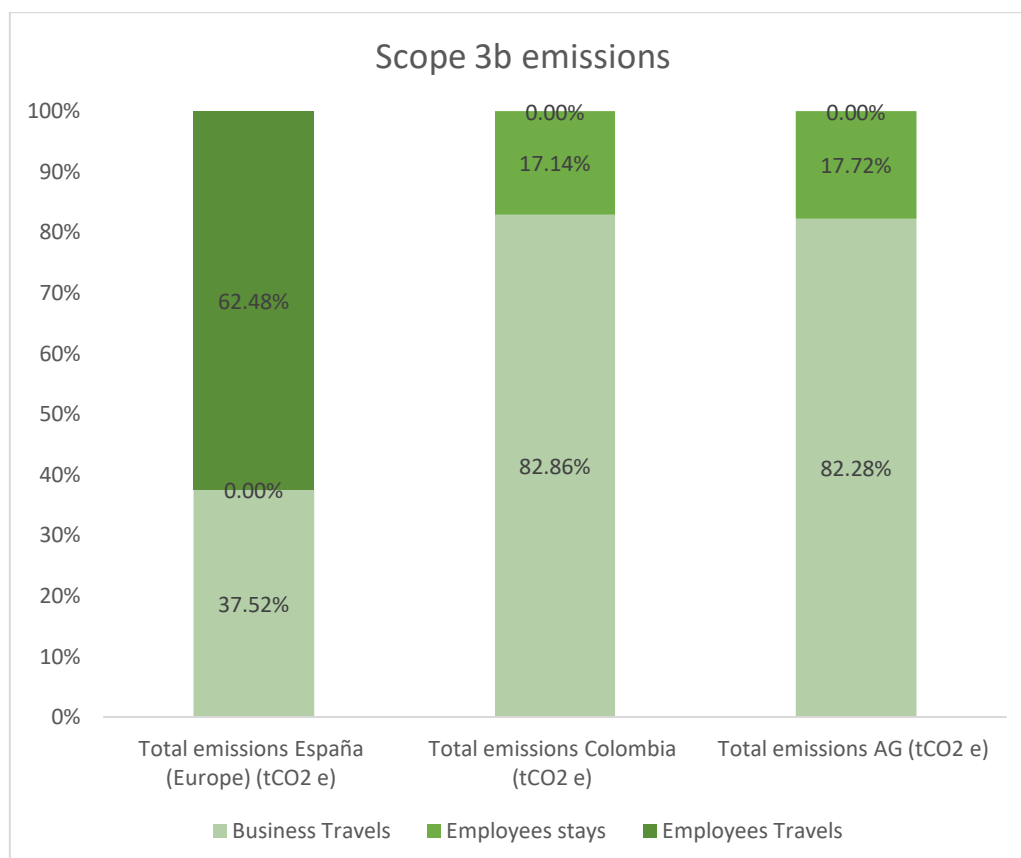
For this, two graphs are attached, expressing the total tons of CO₂ equivalent differentiated by emission sources, on the one hand, as a percentage, and on the other in columns.





As can be seen, among the emission sources analyzed, the source that emits the greatest amount of CO₂ equivalent is the emissions generated by scope 1, representing 86% of total emissions. In second place are the emissions generated by scope 3, with 12% of the total, with the emissions of scope 2 being in last place with 1% of the total.

Within scope 3, the activity that represents the highest percentage of CO₂ equivalent emissions is that generated by the trips, stays and trips of the employees. The highest percentage of emissions falling on business trips as shown in the following graph.





5.2 Recommendations for improvement

Once the Carbon Footprint has been calculated, it can be seen that the source that generates the most GHG emissions is the one related to scope 1, followed by scope 3 emissions, derived mainly from trips and stays. Scopes 3 and 2 are minority, product of the development of basic activities of **ALLCOT Group** such as the use of computers, lighting ...

Developing an improvement plan based on the feedback obtained from this GHG Inventory can help reduce emissions and save costs.

Here are some opportunities for improvement that **ALLCOT Group** has identified:

- 📍 It is recommended to adjust the number of travelers to the project site to the essential minimums to avoid an unnecessary number of people dedicated to doing and observing the same thing. There are other computerized means that could be of help for the rest of the team to observe and be present at the meetings carried out.
- 📍 Shared use of hotel rooms is recommended when possible and appropriate. Above all, for stays of more than 5 days. On the other hand, it is recommended to rent apartments for stays of more than 15 days in the same area.
- 📍 It is recommended to continue with the work of proclimentation and awareness in matters of sustainability and waste to promote the responsible purchase of products. The objective should be to reduce the fraction of remains of the waste and increase recycling (opt for recyclable packaging, with sustainable seals, etc ...).
- 📍 It is recommended to carry out maintenance on the different electrical devices to avoid excessive consumption, avoid the "Stand by" mode to optimize energy consumption and, also, it is recommended to configure the equipment in "energy saving" mode, when they have this option.



6. Annexes

6.1.1. Scope 1

Applied to the Madrid office and employees in Europe in general:

Fuel consumption and fugitive emissions						
1. Fuel Consumption		Consumo Annual				
Boilers	JAN-FEB	MAR-APR	MAY-JUN	JUL-AGO	SEPT-OCT	NOV -DEC
Natural Gas (kWh)	96,00	42,00	21,00	32,00	32,00	0,00

Annual Consumption kWh	tCO2e
223,00	40,59

6.1.2. Scope 2

Applied to the Madrid office and employees in Europe in general. It is not calculated for the other offices, since they are outside of operational control.

Consumo eléctrico												
2. Generación autosuficiente		Consumo Annual (kWh)										
	ENE	FEB	MAR	ABR	MAY	JUN	JUL	AGO	SEPT	OCT	NOV	DIC
Oficina CO	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Oficina Madrid	167,00	242,00	207,00	109,00	333,00	225,00	165,00	159,00	138,00	180,00		

Consumo Annual kWh	tCO2e
1.925,00	0,29

6.1.3. Scope 3a

Madrid office and employees from Europe:

Office					
Consumo anual	Unidad	kg	EF Paper and board (kg CO2e)	Total Emissions (kg CO2e)	Total Emissions (t CO2e)
Papel y Cartón	1,2000		0	0	0
Consumo anual	Unidad	kg	EF Glass (kg CO2e)	Total Emissions (kg CO2e)	Total Emissions (t CO2e)
Vidrio	0,0060		21,294	0,127764	0,000127764
Consumo anual	Unidad	kg	EF Plastics (kg CO2e)	Total Emissions (kg CO2e)	Total Emissions (t CO2e)
Plásticos	2,4000		21,294	51,1056	0,0511056
Consumo anual	Unidad	kg	EF Municipal Waste (kg CO2e)	Total Emissions (kg CO2e)	Total Emissions (t CO2e)
Restos	2,4000		587,344	1409,6256	1,4096256
Consumo anual	Unidad	kg	EF Organic (kg CO2e)	Total Emissions (kg CO2e)	Total Emissions (t CO2e)
Orgánicos	1,2000		626,875	752,25	0,75225

Total Waste Emissions (tCO2e)
2,21



Rest of offices It is not calculated for the office since it is outside of operational control.

6.1.4. Scope 3b

Madrid office and employees from Europe:

				With RF
Activity	Tipo	Clase	Unidad	kg CO ₂ e
Flys	ICAO	Economic	Km	211,00
		Avión MED 2020	2.105,48	211,00
Car	Medium Car	N/A	pasajero.Km	0,18785
		Car MED 2020	200,22	37,61133

Total Travels MED 2020 (tCO₂e)	0,25
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Activity	Type	Unit	kg CO ₂ e
Trips to the office	Underground	passenger.km	0,03549
	Total metro MED 2020	11.667,60	414,08

Total Trips MED 2020 (tCO₂e)	0,41
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Colombia office and other employees:

				With RF
Activity	Tipo	Clase	Unidad	kg CO ₂ e
Flys	ICAO	Economic	Km	46,00
Flys	ICAO	Economic	Km	68,40
Flys	ICAO	Economic	Km	755,00
Flys	ICAO	Economic	Km	299,60
		Plane CO 2020	6.133,84	869,40
Car	Medium Car	N/A	pasajero.Km	0,18785
		Car CO 2020	584,06	109,71628

Total Travels COL 2020 (tCO₂e)	0,98
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Country	Number of night	Unit	kg CO ₂ e (factor)	Total kgCO ₂ e
Colombia	15,00	hab.night	13,50	202,5

TotalStays CO 2020 (tCO ₂ e)	0,20
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				With RF
Activity	Tipo	Class	Unit	kg CO ₂ e
Flys	ICAO	Económica	Km	264,80
Flys	ICAO	Económica	Km	279,20
Flys	ICAO	Económica	Km	192,40
Flys	ICAO	Económica	Km	292,80
Flys	ICAO	Económica	Km	146,70
Flys	ICAO	Económica	Km	96,20
Flys	ICAO	Económica	Km	180,00
			Plane AG 2020	16.393,00
				1452,10
Car	Medium Car	N/A	pasajero.Km	0,18785
			Car AG 2020	91,84
				17,25214
Train	Medium Car	N/A	pasajero.Km	0,00446
			Train AG 2020	550,00
				2,45300

Total Travels AG 2020 (tCO ₂ e)	1,47
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Country	Number of nights	Unit	kg CO ₂ e (factor)	Total kgCO ₂ e
Mexico	4,00	hab.night	25,90	103,6
Country	Number of nights	Unit	kg CO ₂ e (factor)	Total kgCO ₂ e
Colombia	15,00	hab.night	13,50	202,5
Country	Number of nights	Unit	kg CO ₂ e (factor)	Total kgCO ₂ e
Belgica	1,00	hab.night	10,90	10,9

Total stays CO 2020 (tCO ₂ e)	0,32
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