ANOC x The Toolbox Workshops
Building NOC sustainability programs to take action on UNFCCC Commitments

Step 8
SUSTAINABILITY @ THE TOOLBOX

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UNFCCC Sports For Climate Action Principles

1. Undertaking systematic efforts to promote greater environmental responsibility
2. Reducing overall climate impact
3. Educating for climate action
4. Promoting sustainable and responsible consumption
5. Advocating for climate action through communication
The Platform

Welcome to The Toolbox

A suite of guides, tools and templates created by 11th Hour Racing Team for the purpose of establishing a sustainability program within any organization, no matter the size or industry sector.

Explore the Tools | Register Now

A community for the transition to sustainability.

The Toolbox was created to help make sustainability more accessible, based on the ethos that ‘when we share, everyone wins.’ The value of The Toolbox is the community that creates, uses and maintains it.

We know that the sustainable transition is mission critical, but it is easy to be overwhelmed with the scale of the challenge and where to even begin.

The purpose of the framework is to empower teams and organizations with a set of tools to enable them to join the movement towards a just and sustainable future.
## The Process

<table>
<thead>
<tr>
<th>Process</th>
<th>How to Guides</th>
<th>Templates</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>1</strong></td>
<td>HOW TO START YOUR PROGRAM</td>
<td>Assessing your starting point</td>
</tr>
<tr>
<td><strong>2</strong></td>
<td>HOW TO CREATE A POLICY</td>
<td>Sustainability policy template</td>
</tr>
<tr>
<td><strong>3</strong></td>
<td>HOW TO ENGAGE STAKEHOLDERS</td>
<td>Stakeholder mapping &amp; prioritization</td>
</tr>
<tr>
<td><strong>4</strong></td>
<td>HOW TO IDENTIFY ISSUES</td>
<td>Legal obligations &amp; non-conformance register</td>
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<tr>
<td><strong>5</strong></td>
<td>HOW TO SET TARGETS</td>
<td>Goals and targets matrix</td>
</tr>
<tr>
<td><strong>6</strong></td>
<td>HOW TO PLAN AND IMPLEMENT</td>
<td>Sustainability plan template</td>
</tr>
<tr>
<td><strong>7</strong></td>
<td>HOW TO ASSESS PROGRESS</td>
<td>Internal engagement plan</td>
</tr>
<tr>
<td><strong>8</strong></td>
<td>HOW TO REPORT AND COMMUNICATE</td>
<td>Tracker templates (carbon, shipping, travel, etc.)</td>
</tr>
</tbody>
</table>

### Case Studies
- STARTING A PROGRAM
- CREATING A POLICY
- ENGAGING STAKEHOLDERS
- IDENTIFYING ISSUES
- SETTING TARGETS
- PLANNING & IMPLEMENTING
- ASSESSING PROGRESS
- REPORTING & COMMUNICATING
How will we report and communicate the state of play?
Step 8: Quick Guide

REPORT AND COMMUNICATE

Celebrate success and share learnings with your team and stakeholders by communicating the key elements of the sustainability program.

1. REPORTING IS IMPORTANT TO:
   - Demonstrate progress
   - Provide credibility
   - Ensure accountability
   - Drive continual improvement

2. DEFINE YOUR REPORTING PRINCIPLES:
   - Align your reports to an industry standard e.g. GRI Reporting Principles

3. HOW TO REPORT:
   - Know what your reporting objectives are and what your stakeholders want to read about

4. INCLUDE ALL RELEVANT DETAIL:
   - What is contained in report
   - Who you are and what you do
   - Vision, mission and strategy
   - Stakeholders
   - Scope
   - Materiality
   - Progress update against targets

5. COMMUNICATE EFFECTIVELY
   - Keep your target audience in mind and use common language

“Sustainability reporting is a good discipline; the need to demonstrate some real results is an incentive for measuring progress and keeping records, which in turn can encourage you to improve further over the next reporting cycle.”

- IOC Essentials

Quick Guide

(This quick guide graphic is available on The Toolbox platform)
Step 8 Resources
Importance of Reporting

- Demonstrate Progress
- Provide Credibility
- Ensure Accountability
- Drive Continual Improvement
Emissions Reporting

INVENTORY

- AIR TRAVEL
- SEA TRAVEL
- LAND TRAVEL
- ACCOMMODATION
- SHIPPING
- WASTE
- MATERIALS
- SERVICES
- UTILITIES
- FUEL

TRACK & CALCULATE

PROJECT TO NET ZERO

REPORT
Importance of Reporting

"Sustainability reporting is a good discipline; the need to demonstrate some real results is an incentive for measuring progress and keeping records, which in turn can encourage you to improve further over the next reporting cycle."

Sustainability Management in Sports

IOC Sustainability Essentials: Sustainable Management in Sports
Page 47-53
Step 8: UNFCCC Reporting

Let’s Discuss Reporting

Dr Susie Tomson
Sports for Climate Action Reporting

What do you need to report on?

➔ Information about your organisation
➔ Reporting period
➔ Your approach and methodology to data collection and emission calculations
➔ How you manage climate impacts - governance and business planning
➔ Detail the targets and policies you have put in place.
➔ Report your actual emissions and the categories you are reporting on
➔ Set out your targets and actions for reducing emissions
➔ How you work with your stakeholders and suppliers e.g., athletes, federations, commercial partners - on education and advocacy to take action
➔ Do you verify the emissions or have other certifications
➔ Whether you report publicly
SPORTS FOR CLIMATE ACTION
REPORTING TEMPLATE

Name of the reporting organization

What is the reporting period? (please indicate the calendar or fiscal year, or another period as applicable)

* dd/mm/yyyy - dd/mm/yyyy

SYSTEMIC EFFORTS

Is there an executive (board) oversight of sustainability/climate-related issues within your organization?

☐ Yes
☐ No

Please indicate the highest management-level position(s) or committee(s) with responsibility for climate-related issues in your organisation.

Please describe here.

Did you take into account just transition in your climate plans, with the objective of “leaving no one behind”?

Please describe here.
Does you have a process for identifying, assessing, and responding to climate impact as a result of your operations and events?
☐ Yes Please describe here.
☐ No

If not, why does your organization not have a process in place for identifying, assessing, and responding to climate impact, and does it plan to introduce such a process in the future?
☐ We are planning to put a process in place in the next two years
☐ Important but not an immediate business priority
☐ Lack of internal resources
☐ Insufficient data on operations
☐ No instruction from management
☐ Other please specify Please describe here.

Have you identified climate action challenges/opportunities with the potential to have a substantive financial or strategic impact on your business?
Please describe here.

Have climate-related risks and opportunities been considered in your organization’s strategy and/or financial planning?
☐ Yes Please describe here.
☐ No Please describe here.

Do you engage with your value chain on climate-related issues?
☐ Yes, our suppliers if others, please specify here.
PRINCIPLE 2. MEASURING CLIMATE IMPACT

Did you measure your emissions in the reporting year?

☐ Yes
☐ No

Select the name of the standard, protocol, or methodology you have used to collect activity data and calculate emissions.

GHG Protocol Corporate Reporting & Accounting Standard

If other, please specify here.

Is your GHG inventory publicly available?

☐ Yes
☐ No
If yes, please add the link here.

Is your GHG data third party verified?

☐ No
United Nations Climate Change
Global Climate Action

☐ Yes
If yes, please specify here.
If yes, please provide a web link or attach a copy of the report

**Which GHGs are included in your emissions calculation**

Majority of emissions will be CO2, but it is important that all relevant gasses are included in your calculation, and converted to CO2 equivalent.

- Carbon dioxide (CO2)
- Methane (CH4)
- Nitrous oxide (N2O)
- Hydrofluorocarbons (HFCs)
- Perfluorocarbons (PFCs)
- Sulphur hexafluoride (SF6)

Please enter any comments here.

**What were your organization’s Scope 1 emissions in metric tons CO2e in the reporting period?:**

Scope 1: Direct GHG emissions that are emitted from sources owned and controlled by an organization. (A fuller description on scopes and organizational boundaries can be found in the [GHG Protocol Corporate Standard](#)).

Please explain here.

**What were your organization’s Scope 2 emissions in metric tons CO2e in the reporting period?:**

Scope 2: GHG emissions from the generation of purchased electricity consumed by the organization. Purchased electricity is defined as electricity that is purchased or otherwise brought into the organizational boundary of the organization.

Please explain here.

**What were your organization’s Scope 3 emissions in metric tons CO2e in the reporting period?:**
### Scope 3: “Indirect” emissions from organization’s supply chain activities

Please explain here.

Please select the categories included in your Scope 3 and their status:

Scope 3: All indirect emissions (not included in scope 2) that occur in the value chain of the reporting organization, including both upstream and downstream emissions.

<table>
<thead>
<tr>
<th>Scope 3 category</th>
<th>Relevant, calculated</th>
<th>Relevant, not yet calculated</th>
<th>Not relevant, calculated</th>
<th>Not relevant, not calculated</th>
<th>Please provide further information on what you have included under each category</th>
</tr>
</thead>
<tbody>
<tr>
<td>Purchased goods and services</td>
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<tr>
<td>e.g., Merchandise, temporary infrastructure, food, accommodation</td>
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<tr>
<td>Capital goods</td>
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<tr>
<td>e.g., equipment, branding and infrastructure for events</td>
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<tr>
<td>Fuel- and energy-related activities (not included in Scope 1 or 2)</td>
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<td>e.g., temporary power where you do not pay for the fuel directly; travel, electricity from third party sources</td>
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<table>
<thead>
<tr>
<th>Upstream transportation and distribution</th>
<th></th>
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<tbody>
<tr>
<td>e.g., transport of equipment to events</td>
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<table>
<thead>
<tr>
<th>Waste generated in operations</th>
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<tr>
<td>e.g., plastic bottles and food packaging and trash of house infrastructure e.g., wood, temporary staging and catering waste</td>
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<thead>
<tr>
<th>Business travel</th>
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<tbody>
<tr>
<td>e.g., staff travel as well as partner/ sponsor travel and fees to events, training or other work-related activities</td>
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<tr>
<td>Activity</td>
<td>Column 1</td>
<td>Column 2</td>
<td>Column 3</td>
<td>Column 4</td>
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<td>--------------------------------------------------</td>
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<tr>
<td>Employee commuting</td>
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<tr>
<td>e.g. Staff travel to office</td>
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<tr>
<td>Upstream leased assets</td>
<td></td>
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<tr>
<td>e.g. venues used for meetings, temporary office space and events</td>
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<tr>
<td>Downstream transportation and distribution</td>
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<tr>
<td>e.g. transportation of equipment and goods to next event or storage</td>
<td></td>
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<tr>
<td>Use of sold products</td>
<td></td>
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<tr>
<td>e.g. merchandise—washing, use and maintenance of sporting equipment</td>
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<tr>
<td>End of life treatment of sold products</td>
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</tr>
<tr>
<td>e.g. end of life of sporting equipment which might be donated or sold, merchandise</td>
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</table>
### PRINCIPLE 2. REDUCING CLIMATE IMPACT

**What is your longer term GHG emission reduction target?**

*E.g. 45% by 2030, net zero by 2040*

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**What is your base year?**

*E.g. 2019*
Did you have a GHG emissions target that was active in the reporting year?

- Yes
- No

What was your GHG emissions target in the reporting year?

- e.g. 5% reduction in 2021 (target year) compared to 2019 (base year)

What were your overall emissions in the base year (metric tons of CO2e)

- e.g. 5% reduction in 2021 (target year) compared to 2019 (base year)

Which Scopes do you include in your reduction portfolio? Please select those that apply

- Scope 1 (includes direct emissions from sources owned or controlled by the organization) Please specify here.
- Scope 2 (includes indirect emissions from the purchase of electricity, steam, heating and cooling consumed by your organization) Please specify here.
- Scope 3 (includes all indirect emissions that occur in your value chain) Please specify here.

Are your reductions and progress towards your targets third-party verified?

- Yes
- No

If yes, please provide a link to the verification report below, or send a copy to ClimateDialogues@unfccc.int

How developed is your GHG emissions reduction plan?
Target adopted and reduction plan underway  
☐ Target adopted and a concrete reduction plan developed  
☐ I have no GHG emissions reduction plan  

What emission reduction actions did you implement during the reporting period. Note that this can include those in the planning and/or implementation phases.  
☐ Energy efficiency in buildings  
☐ Waste reduction and material circularity  
☐ Low-carbon energy consumption  
☐ Low-carbon energy generation  
☐ Non-energy industrial process emissions reductions  
☐ Company policy or behavioral change  
☐ Transportation  
☐ No emissions reductions initiatives in place  
☐ Other, please specify. Please specify here.  

PRINCIPLE 2. REDUCTION ELSEWHERE [USE OF OFFSETS]  

Are you using offsets to compensate for unavoidable emissions?  
☐ Yes  
☐ No  

Please specify the standard of offsets being used. Please select those that apply  
☐ CDM  
☐ VCS  
☐ Gold Standard  
☐ Others Please specify here.
How many tons of CO2 equivalent are you offsetting for the reporting period?

☐ tons of CO2 equivalent
Please specify here.

Which Scopes do you include in your compensation portfolio? Please select those that apply
☐ Scope 1 (includes direct emissions from sources owned or controlled by the organization) Please specify here.
☐ Scope 2 (includes indirect emissions from the purchase of electricity, steam, heating and cooling consumed by your organization) Please specify here.
☐ Scope 3 (includes all indirect emissions that occur in your value chain) Please specify here.

Are your offsets third party verified and validated as real, measurable and of high environmental integrity?
☐ Yes Please specify here.
☐ No Please specify here.

Are offsets contributing to other Sustainable Development Goals?
☐ Yes Please specify here.
☐ No

INFLUENCING EMISSIONS: ADOVOCATING AND COMMUNICATING FOR CLIMATE ACTION

Please indicate any education or advocacy initiatives that were active within the reporting year? Note that this can include those in the planning and/or implementation phases.
Please specify and if applicable, add the link to the initiative

Please provide information on the tools you have used to communicate and advocate on climate, including outcomes.
Any questions?
How will you report?
Time to share sustainability stories
ANOC-DOTAL EVIDENCE

Best Practice and Reporting
GHG Inventory

Compliance and good practices

Based on ISO 14064/2006 and GHG PROTOCOL

THANKS FOR WATCHING!!

info@coc.cv
SCOPE & GOAL

- Start with own emissions of equipments, water and energy consumption, equipments, cars with product GHG emissions - Scopes 1 and 2

- Create, comply requirements and verify Inventory - Greenhouses Gases
01 Verify requirements (diagnosis)
02 Do 2021 inventory and answer Other requirements
03 Answer UNIDO Report
Project’s Framework and Methodology

1. Analise UNIDO Report
2. Evaluation of Compliance Requirements
3. Answer to UNIDO Report and collect GHG data and information
4. Do GHG inventory, requirements compliance and action plan to continue improvement
5. Send UNIDO REPORT In compliance with requirements
1. Express Commitment of the President to Participate in the GHG Reduction Program

2. Identifies and has Strategies to Prevent / Threat Climate Risks

3. Evidence that Disseminates and Motivates the Principles of Combating Climate Change in Sports Practice (links, website, disclosures, etc.)

4. Report Data About Scope / Scope 1 and 2 Inventory Report Data About Scope / Scope 3 Inventory

5. There is a GHG Emissions Reduction Plan. There are Long-Term 2040 Reduction Targets. There are Current GHG Reduction Targets

6. Stakeholder Analysis Interacts with the Value Chain to Reduce Climate Change

7. Create initiatives to promote education, sustainable consumption and defense climate protection
Metodology and Project Management

Calculation tools used on the Project is in compliance with international standards:

- ISO 14064-1 e GHG PROTOCOL INTERNATIONAL

As part of verification, the compliance with requirements out of the standards was internal audited and considered in compliance with ISO 14064-3.

Francisco Castro, teacher, law graduated, after graduated, specialist and master of enviroment law, master black belt in Council for lean six sigma, lead auditor IRCA (International Registry Certified Auditors), consultan and auditor of inventories and reduction projects GHG emissions, FIFA/IES Executive on management, Marketing and law of sports.
Results, Outputs and Conclusions

The purpose of this GHG emissions accounting verification is to obtain internal assurance of GHG emissions as part of the stakeholder requirements, reporting requirements of the International Olympic Committee and the UNFCCC.

Based on verification performed in accordance with ISO 14064, consisting of desk review, research and verification audits conducted in July 2022.

The Consultant, acting as an independent, first party audit body, can confirm to a reasonable level accounting for GHG emissions Cabo Verde Olympic Committee:

478.74 Ton CO2e in the year 2021.

A market-based approach has been adopted for Scope 2 emissions.

Based on the evaluation carried out, it can be stated that the calculation complies with the requirements of ISO 14064-1, which is the basis of the calculation.

The calculation of accounting for GHG emissions covers the full operations of the COCV. Scope 1, 2 and 3 emission sources were considered for the verified calculation of GHG emissions accounting.
<table>
<thead>
<tr>
<th>Scope</th>
<th>Activity Type</th>
<th>2021</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Scope 1</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Stationary combustion</td>
<td></td>
<td>0.00</td>
</tr>
<tr>
<td>Mobile combustion</td>
<td></td>
<td>5.24</td>
</tr>
<tr>
<td>Fugitive emissions from air-conditioning</td>
<td></td>
<td>4.00</td>
</tr>
<tr>
<td><strong>Other fugitive or process emissions</strong></td>
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<tr>
<td><strong>Scope 1 - Total</strong></td>
<td></td>
<td>9.23</td>
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<tr>
<td><strong>Scope 2</strong></td>
<td></td>
<td></td>
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<tr>
<td>Purchased electricity - location based</td>
<td></td>
<td>0.00</td>
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<tr>
<td>Purchased electricity - market based</td>
<td></td>
<td>469.51</td>
</tr>
<tr>
<td>Purchased heat and steam</td>
<td></td>
<td>0.00</td>
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<tr>
<td><strong>Scope 2 - Location based + heat and steam</strong></td>
<td></td>
<td>0.00</td>
</tr>
<tr>
<td><strong>Scope 2 - market based + heat and steam</strong></td>
<td></td>
<td>469.51</td>
</tr>
<tr>
<td><strong>Scope 3</strong></td>
<td></td>
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<td>Purchased goods and services</td>
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<td>Upstream transportation and distribution</td>
<td></td>
<td>0.00</td>
</tr>
<tr>
<td><strong>Waste generated in operations</strong></td>
<td></td>
<td></td>
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<tr>
<td>Business travel</td>
<td></td>
<td>0.00</td>
</tr>
<tr>
<td>Employee commuting</td>
<td></td>
<td>0.00</td>
</tr>
</tbody>
</table>
ANOC-DOTAL EVIDENCE

DENMARK

Best Practice and Reporting
HAVE RESPECT FOR GREEN WASHING – BUT DO NOT BE AFRAID
WHAT HAVE WE DONE?

CLEAR MANDATE
WHAT HAVE WE DONE?

CLEAR MANDATE

SIGNED S4CA

CLIMATE FOOTPRINT REPORT

AMBITIONS FOR EVENTS
Event Guide for Green & Sustainable Events
WHAT HAVE WE DONE?

CLEAR MANDATE

SIGNED S4CA

CLIMATE FOOTPRINT REPORT

AMBITIONS FOR EVENTS

GREEN CERTIFICATE FOR NSF’S

INSPIRATION FOR LOCAL CLUBS
**Transport**
Få gode råd til, hvordan I som forening gør jeres transport grønnere.

**Tøj & Idrætsredskaber**
Jeres valg og fravalg, når det gælder tøj og redskaber, har direkte indflydelse på graden af jeres bæredygtighed.

**Bygninger & Rammer**
De fysiske rammer udgør den største kilde til idrættens klimaaftryk.

**Måd & Drikke**
Sælger I måd og drikke i jeres faciliteter? Så er der mange muligheder for at øge bæredygtigheden.

**Events**
Hvordan kan I lave events med grøn profil?
ANOC-DOTAL EVIDENCE

Cascading Best Practice down to federations
Q&A
What have we discovered today?
Thank you for taking part!

- Thank you all for your participation in The Toolbox sustainability workshops
- Remember you can book in a 1:1 with Isaac by emailing info@sustainabilitytoolbox.com
- We will also be arranging drop in sessions each quarter to ask questions and discuss challenges and successes
- We wish you all the best in your sustainability programmes

Please fill in our survey to help us continue to support ANOC