



Data Systems Analysts, Inc.

# 2024 CDP Corporate Questionnaire 2024

**Important: this export excludes unanswered questions**

This document is an export of your organization's CDP questionnaire response. It contains all data points for questions that are answered or in progress. There may be questions or data points that you have been requested to provide, which are missing from this document because they are currently unanswered. Please note that it is your responsibility to verify that your questionnaire response is complete prior to submission. CDP will not be liable for any failure to do so.

[Terms of disclosure for corporate questionnaire 2024 - CDP](#)

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## C1. Introduction

### (1.1) In which language are you submitting your response?

Select from:

English

### (1.2) Select the currency used for all financial information disclosed throughout your response.

Select from:

USD

### (1.3) Provide an overview and introduction to your organization.

#### (1.3.2) Organization type

Select from:

Privately owned organization

#### (1.3.3) Description of organization

*Founded in 1963, DSA provides secure information management solutions to the DoD, Federal Government and intelligence community. We are an employee owned professional services provider that is certified for ISO 9001:2015 and ISO/IEC 27001:2013 and appraised at CMMI-3Svcs and CMMI-3Dev. DSA has over 400 employees, 38% of whom are military veterans. Building on experience spanning 60 years, DSA has expertise in and a comprehensive understanding of the business, operational, security, and collaboration challenges our customers must address. Our core competencies are Systems Engineering and Integration Solutions, Software Services, Business Intelligence and Data Analytics Solutions, Cyber Operations and Security Solutions, Systems Modernization Solutions, Cloud Services, Enterprise Collaboration and Knowledge Management Solutions, and Critical Infrastructure Intelligence Systems Solutions. DSA is a Microsoft Gold Partner for 'Collaboration', Gold Partner for 'Hosting' and a Silver Partner for 'Application Development'. Owing to extensive requirements and ongoing experience required, only 1% of Microsoft partners achieve and maintain these levels. DSA is a participant in the Microsoft Azure Government Cloud preview, which provides access to the Microsoft Azure Government Cloud environment. We possess a Defense Counterintelligence and Security Agency (DCSA)-certified active TOP SECRET facility clearance. DSA is headquartered in Trevoise, PA, and has offices in Fairfax and Aberdeen, MD. DSA has major operations in Frederick (vic. Ft. Detrick) MD; San Antonio (vic. Joint Base San Antonio-Randolph), and Fort Hood, TX; Honolulu (vic. Camp Smith), HI; and Tinton Falls, NJ. In total, we have employees supporting customers in 59 locations in 23 states, and the District of Columbia. In addition, during the previous 5 years, we have had employees operating in OCONUS locations, to include Germany, Italy, Afghanistan, Kuwait, Iraq, and Guantanamo Bay Cuba.*

[Fixed row]

**(1.4) State the end date of the year for which you are reporting data. For emissions data, indicate whether you will be providing emissions data for past reporting years.**

	End date of reporting year	Alignment of this reporting period with your financial reporting period	Indicate if you are providing emissions data for past reporting years
	12/31/2023	Select from: <input checked="" type="checkbox"/> Yes	Select from: <input checked="" type="checkbox"/> No

[Fixed row]

**(1.4.1) What is your organization's annual revenue for the reporting period?**

85000000

**(1.5) Provide details on your reporting boundary.**

	Is your reporting boundary for your CDP disclosure the same as that used in your financial statements?
	Select from: <input checked="" type="checkbox"/> Not applicable – we do not publicly disclose financial statements

[Fixed row]

**(1.6) Does your organization have an ISIN code or another unique identifier (e.g., Ticker, CUSIP, etc.)?**

## ISIN code - bond

(1.6.1) Does your organization use this unique identifier?

Select from:

No

## ISIN code - equity

(1.6.1) Does your organization use this unique identifier?

Select from:

No

## CUSIP number

(1.6.1) Does your organization use this unique identifier?

Select from:

No

## Ticker symbol

(1.6.1) Does your organization use this unique identifier?

Select from:

No

## SEDOL code

(1.6.1) Does your organization use this unique identifier?

Select from:

No



## LEI number

### (1.6.1) Does your organization use this unique identifier?

Select from:

No

## D-U-N-S number

### (1.6.1) Does your organization use this unique identifier?

Select from:

No

## Other unique identifier

### (1.6.1) Does your organization use this unique identifier?

Select from:

Yes

### (1.6.2) Provide your unique identifier

(SAM Unique Entity ID K5WASFGRFAG5

[Add row]

## (1.7) Select the countries/areas in which you operate.

Select all that apply

United States of America

## (1.24) Has your organization mapped its value chain?

### (1.24.1) Value chain mapped

Select from:

No, and we do not plan to do so within the next two years

**(1.24.4) Highest supplier tier known but not mapped**

Select from:

Tier 1 suppliers

**(1.24.8) Primary reason for not mapping your upstream value chain or any value chain stages**

Select from:

Lack of internal resources, capabilities, or expertise (e.g., due to organization size)

**(1.24.9) Explain why your organization has not mapped its upstream value chain or any value chain stages**

*not a business priority or an impact*

*[Fixed row]*

**(1.24.1) Have you mapped where in your direct operations or elsewhere in your value chain plastics are produced, commercialized, used, and/or disposed of?**

	Plastics mapping	Primary reason for not mapping plastics in your value chain	Explain why your organization has not mapped plastics in your value chain
	Select from: <input checked="" type="checkbox"/> No, and we do not plan to within the next two years	Select from: <input checked="" type="checkbox"/> Lack of internal resources, capabilities, or expertise (e.g., due to organization size)	<i>we do not generate plastics</i>

*[Fixed row]*

## **C2. Identification, assessment, and management of dependencies, impacts, risks, and opportunities**

**(2.1) How does your organization define short-, medium-, and long-term time horizons in relation to the identification, assessment, and management of your environmental dependencies, impacts, risks, and opportunities?**

### **Short-term**

**(2.1.1) From (years)**

*0*

**(2.1.3) To (years)**

*1*

**(2.1.4) How this time horizon is linked to strategic and/or financial planning**

*no*

### **Medium-term**

**(2.1.1) From (years)**

*1*

**(2.1.3) To (years)**

*3*

**(2.1.4) How this time horizon is linked to strategic and/or financial planning**

*no*

## Long-term

### (2.1.1) From (years)

3

### (2.1.2) Is your long-term time horizon open ended?

Select from:

No

### (2.1.3) To (years)

20

### (2.1.4) How this time horizon is linked to strategic and/or financial planning

no

[Fixed row]

## (2.2) Does your organization have a process for identifying, assessing, and managing environmental dependencies and/or impacts?

	Process in place	Primary reason for not evaluating dependencies and/or impacts	Explain why you do not evaluate dependencies and/or impacts and describe any plans to do so in the future
	Select from: <input checked="" type="checkbox"/> No, and we do not plan to within the next two years	Select from: <input checked="" type="checkbox"/> Lack of internal resources, capabilities, or expertise (e.g., due to organization size)	not a direct impact on the business

[Fixed row]

**(2.2.1) Does your organization have a process for identifying, assessing, and managing environmental risks and/or opportunities?**

	Process in place	Primary reason for not evaluating risks and/or opportunities	Explain why you do not evaluate risks and/or opportunities and describe any plans to do so in the future
	<i>Select from:</i> <input checked="" type="checkbox"/> No, and we do not plan to within the next two years	<i>Select from:</i> <input checked="" type="checkbox"/> Lack of internal resources, capabilities, or expertise (e.g., due to organization size)	<i>not a direct impact on the business</i>

[Fixed row]

**(2.2.7) Are the interconnections between environmental dependencies, impacts, risks and/or opportunities assessed?**

	Interconnections between environmental dependencies, impacts, risks and/or opportunities assessed	Primary reason for not assessing interconnections between environmental dependencies, impacts, risks and/or opportunities	Explain why you do not assess the interconnections between environmental dependencies, impacts, risks and/or opportunities
	<i>Select from:</i> <input checked="" type="checkbox"/> No	<i>Select from:</i> <input checked="" type="checkbox"/> Lack of internal resources, capabilities, or expertise (e.g., due to organization size)	<i>not a direct impact on business</i>

[Fixed row]

**(2.3) Have you identified priority locations across your value chain?**

	Identification of priority locations	Primary reason for not identifying priority locations	Explain why you do not identify priority locations
	<i>Select from:</i> <input checked="" type="checkbox"/> No, and we do not plan to within the next two years	<i>Select from:</i> <input checked="" type="checkbox"/> Lack of internal resources, capabilities, or expertise (e.g., due to organization size)	<i>not a direct impact on business</i>

[Fixed row]

## (2.4) How does your organization define substantive effects on your organization?

### Risks

#### (2.4.1) Type of definition

*Select all that apply*

Qualitative

#### (2.4.6) Metrics considered in definition

*Select all that apply*

Time horizon over which the effect occurs

#### (2.4.7) Application of definition

*We define it as a particular event, decision, or factor that significantly influences our financial performance or long term direction.*

### Opportunities

#### (2.4.1) Type of definition

*Select all that apply*

Qualitative

## (2.4.6) Metrics considered in definition

*Select all that apply*

Time horizon over which the effect occurs

## (2.4.7) Application of definition

*Financial impact refers to the effect on our monetary resources, such as revenue, expenses, profits, and cash flow. Strategic impact pertains to how a particular action or decision shapes our overall direction, competitive positioning, or long term goals.*

*[Add row]*

### C3. Disclosure of risks and opportunities

**(3.1) Have you identified any environmental risks which have had a substantive effect on your organization in the reporting year, or are anticipated to have a substantive effect on your organization in the future?**

#### Climate change

##### (3.1.1) Environmental risks identified

Select from:

No

##### (3.1.2) Primary reason why your organization does not consider itself to have environmental risks in your direct operations and/or upstream/downstream value chain

Select from:

Environmental risks exist, but none with the potential to have a substantive effect on our organization

##### (3.1.3) Please explain

*not a significant impact to our business*

#### Plastics

##### (3.1.1) Environmental risks identified

Select from:

No

##### (3.1.2) Primary reason why your organization does not consider itself to have environmental risks in your direct operations and/or upstream/downstream value chain



Select from:

- Lack of internal resources, capabilities, or expertise (e.g., due to organization size)

### (3.1.3) Please explain

*we do not generate plastics*

[Fixed row]

### (3.5) Are any of your operations or activities regulated by a carbon pricing system (i.e. ETS, Cap & Trade or Carbon Tax)?

Select from:

- No, and we do not anticipate being regulated in the next three years

### (3.6) Have you identified any environmental opportunities which have had a substantive effect on your organization in the reporting year, or are anticipated to have a substantive effect on your organization in the future?

#### Climate change

### (3.6.1) Environmental opportunities identified

Select from:

- No

### (3.6.2) Primary reason why your organization does not consider itself to have environmental opportunities

Select from:

- Judged to be unimportant or not relevant

### (3.6.3) Please explain

*not a significant impact on the business*

[Fixed row]

## C4. Governance

**(4.1) Does your organization have a board of directors or an equivalent governing body?**

### (4.1.1) Board of directors or equivalent governing body

Select from:

Yes

### (4.1.2) Frequency with which the board or equivalent meets

Select from:

Quarterly

### (4.1.3) Types of directors your board or equivalent is comprised of

Select all that apply

Executive directors or equivalent

### (4.1.4) Board diversity and inclusion policy

Select from:

No

[Fixed row]

**(4.1.1) Is there board-level oversight of environmental issues within your organization?**

	Board-level oversight of this environmental issue	Primary reason for no board-level oversight of this environmental issue	Explain why your organization does not have board-level oversight of this environmental issue
Climate change	<i>Select from:</i> <input checked="" type="checkbox"/> No, and we do not plan to within the next two years	<i>Select from:</i> <input checked="" type="checkbox"/> Judged to be unimportant or not relevant	<i>not significant to our business</i>
Biodiversity	<i>Select from:</i> <input checked="" type="checkbox"/> No, and we do not plan to within the next two years	<i>Select from:</i> <input checked="" type="checkbox"/> Judged to be unimportant or not relevant	<i>not significant to our business</i>

[Fixed row]

#### (4.2) Does your organization's board have competency on environmental issues?

	Board-level competency on this environmental issue	Primary reason for no board-level competency on this environmental issue	Explain why your organization does not have a board with competence on this environmental issue
Climate change	<i>Select from:</i> <input checked="" type="checkbox"/> No, and we do not plan to within the next two years	<i>Select from:</i> <input checked="" type="checkbox"/> Judged to be unimportant or not relevant	<i>not significant to our business</i>

[Fixed row]

#### (4.3) Is there management-level responsibility for environmental issues within your organization?

	Management-level responsibility for this environmental issue	Primary reason for no management-level responsibility for environmental issues	Explain why your organization does not have management-level responsibility for environmental issues
Climate change	<i>Select from:</i> <input checked="" type="checkbox"/> No, and we do not plan to within the next two years	<i>Select from:</i> <input checked="" type="checkbox"/> Judged to be unimportant or not relevant	<i>not significant to our business</i>
Biodiversity	<i>Select from:</i> <input checked="" type="checkbox"/> No, and we do not plan to within the next two years	<i>Select from:</i> <input checked="" type="checkbox"/> Judged to be unimportant or not relevant	<i>not significant to our business</i>

[Fixed row]

**(4.5) Do you provide monetary incentives for the management of environmental issues, including the attainment of targets?**

	Provision of monetary incentives related to this environmental issue	Please explain
Climate change	<i>Select from:</i> <input checked="" type="checkbox"/> No, and we do not plan to introduce them in the next two years	<i>not significant to our business</i>

[Fixed row]

**(4.6) Does your organization have an environmental policy that addresses environmental issues?**

	Does your organization have any environmental policies?	Primary reason for not having an environmental policy	Explain why you do not have an environmental policy
	Select from: <input checked="" type="checkbox"/> No, and we do not plan to within the next two years	Select from: <input checked="" type="checkbox"/> Not an immediate strategic priority	<i>not significant to our business</i>

[Fixed row]

**(4.10) Are you a signatory or member of any environmental collaborative frameworks or initiatives?**

	Are you a signatory or member of any environmental collaborative frameworks or initiatives?
	Select from: <input checked="" type="checkbox"/> No, and we do not plan to within the next two years

[Fixed row]

**(4.11) In the reporting year, did your organization engage in activities that could directly or indirectly influence policy, law, or regulation that may (positively or negatively) impact the environment?**

**(4.11.1) External engagement activities that could directly or indirectly influence policy, law, or regulation that may impact the environment**

Select all that apply

Not assessed

**(4.11.2) Indicate whether your organization has a public commitment or position statement to conduct your engagement activities in line with global environmental treaties or policy goals**

Select from:

No, and we do not plan to have one in the next two years

**(4.11.5) Indicate whether your organization is registered on a transparency register**

Select from:

No

**(4.11.8) Describe the process your organization has in place to ensure that your external engagement activities are consistent with your environmental commitments and/or transition plan**

*N/A as not significant to our business*

*[Fixed row]*

**(4.12) Have you published information about your organization's response to environmental issues for this reporting year in places other than your CDP response?**

Select from:

No, and we do not plan to within the next two years

## C5. Business strategy

### (5.1) Does your organization use scenario analysis to identify environmental outcomes?

#### Climate change

##### (5.1.1) Use of scenario analysis

Select from:

No, and we do not plan to within the next two years

##### (5.1.3) Primary reason why your organization has not used scenario analysis

Select from:

Judged to be unimportant or not relevant

##### (5.1.4) Explain why your organization has not used scenario analysis

*not significant to our business*

[Fixed row]

### (5.2) Does your organization's strategy include a climate transition plan?

	Transition plan	Primary reason for not having a climate transition plan that aligns with a 1.5°C world	Explain why your organization does not have a climate transition plan that aligns with a 1.5°C world
	Select from:	Select from:	<i>not significant to our business</i>

	Transition plan	Primary reason for not having a climate transition plan that aligns with a 1.5°C world	Explain why your organization does not have a climate transition plan that aligns with a 1.5°C world
	<input checked="" type="checkbox"/> No and we do not plan to develop a climate transition plan within the next two years	<input checked="" type="checkbox"/> Judged to be unimportant or not relevant	

[Fixed row]

**(5.4) In your organization’s financial accounting, do you identify spending/revenue that is aligned with your organization’s climate transition?**

	Identification of spending/revenue that is aligned with your organization’s climate transition
	Select from: <input checked="" type="checkbox"/> No, and we do not plan to in the next two years

[Fixed row]

**(5.10) Does your organization use an internal price on environmental externalities?**

	Use of internal pricing of environmental externalities	Primary reason for not pricing environmental externalities	Explain why your organization does not price environmental externalities
	Select from:	Select from:	not significant to our business



	Use of internal pricing of environmental externalities	Primary reason for not pricing environmental externalities	Explain why your organization does not price environmental externalities
	<input checked="" type="checkbox"/> No, and we do not plan to in the next two years	<input checked="" type="checkbox"/> Judged to be unimportant or not relevant	

[Fixed row]

### (5.11) Do you engage with your value chain on environmental issues?

	Engaging with this stakeholder on environmental issues	Primary reason for not engaging with this stakeholder on environmental issues	Explain why you do not engage with this stakeholder on environmental issues
Suppliers	Select from: <input checked="" type="checkbox"/> No, and we do not plan to within the next two years	Select from: <input checked="" type="checkbox"/> Judged to be unimportant or not relevant	<i>not significant to our business</i>
Customers	Select from: <input checked="" type="checkbox"/> No, and we do not plan to within the next two years	Select from: <input checked="" type="checkbox"/> Judged to be unimportant or not relevant	<i>not significant to our business</i>
Investors and shareholders	Select from: <input checked="" type="checkbox"/> No, and we do not plan to within the next two years	Select from: <input checked="" type="checkbox"/> Judged to be unimportant or not relevant	<i>not significant to our business</i>
Other value chain stakeholders	Select from: <input checked="" type="checkbox"/> No, and we do not plan to within the next two years	Select from: <input checked="" type="checkbox"/> Judged to be unimportant or not relevant	<i>not significant to our business</i>

[Fixed row]

**(5.12) Indicate any mutually beneficial environmental initiatives you could collaborate on with specific CDP Supply Chain members.**

**Row 1**

**(5.12.1) Requesting member**

Select from:

**(5.12.2) Environmental issues the initiative relates to**

Select all that apply

Climate change

**(5.12.4) Initiative category and type**

**Change to supplier operations**

Assess life-cycle impact of products or services to identify efficiencies

**(5.12.5) Details of initiative**

*By 2035, we are committed to achieving a 30% reduction in scope 3 emissions generated by business travel compared to our 2022 baseline year. We plan to reduce our business travel by leveraging technology for video conferencing, encourage remote work, embrace virtual events, implement travel policies, consolidate trips, consider alternatives to air travel such as rail, and emphasize client relationships to reduce the need for frequent in person meetings.*

**(5.12.6) Expected benefits**

Select all that apply

Reduction of downstream value chain emissions (own scope 3)

**(5.12.7) Estimated timeframe for realization of benefits**

Select from:

> 5 years

**(5.12.8) Are you able to estimate the lifetime CO2e and/or water savings of this initiative?**

Select from:

No

**(5.12.11) Please explain**

NA

[Add row]

**(5.13) Has your organization already implemented any mutually beneficial environmental initiatives due to CDP Supply Chain member engagement?**

	Environmental initiatives implemented due to CDP Supply Chain member engagement
	Select from: <input checked="" type="checkbox"/> Yes

[Fixed row]

**(5.13.1) Specify the CDP Supply Chain members that have prompted your implementation of mutually beneficial environmental initiatives and provide information on the initiatives.**

**Row 1**

**(5.13.1.1) Requesting member**

Select from:

**(5.13.1.2) Environmental issues the initiative relates to**

Select all that apply

- Climate change

#### (5.13.1.4) Initiative ID

Select from:

- Ini1

#### (5.13.1.5) Initiative category and type

##### Innovation

- New product or service that reduces customers' operational emissions

#### (5.13.1.6) Details of initiative

*Through investments in high-quality carbon offsets, we have been able to be carbon neutral from emissions generated by operations.*

#### (5.13.1.7) Benefits achieved

Select all that apply

- Reduction of own operational emissions (own scope 1 & 2)
- Reduction of downstream value chain emissions (own scope 3)

#### (5.13.1.8) Are you able to provide figures for emissions savings or water savings in the reporting year?

Select from:

- No

#### (5.13.1.11) Please explain how success for this initiative is measured

*success is measured by seeing a measurable reduction in our emissions generated from operations.*

#### (5.13.1.12) Would you be happy for CDP Supply Chain members to highlight this work in their external communication?

Select from:

Yes

[Add row]

## C6. Environmental Performance - Consolidation Approach

(6.1) Provide details on your chosen consolidation approach for the calculation of environmental performance data.

	Consolidation approach used	Provide the rationale for the choice of consolidation approach
Climate change	Select from: <input checked="" type="checkbox"/> Operational control	<i>we measure and collect data per quarter according to which types of scope emissions are generated</i>
Plastics	Select from: <input checked="" type="checkbox"/> Other, please specify :NA	NA
Biodiversity	Select from: <input checked="" type="checkbox"/> Other, please specify :NA	NA

[Fixed row]

## C7. Environmental performance - Climate Change

### (7.1) Is this your first year of reporting emissions data to CDP?

Select from:

No

#### (7.1.1) Has your organization undergone any structural changes in the reporting year, or are any previous structural changes being accounted for in this disclosure of emissions data?

	Has there been a structural change?
	<i>Select all that apply</i> <input checked="" type="checkbox"/> No

[Fixed row]

#### (7.1.2) Has your emissions accounting methodology, boundary, and/or reporting year definition changed in the reporting year?

	Change(s) in methodology, boundary, and/or reporting year definition?
	<i>Select all that apply</i> <input checked="" type="checkbox"/> No

[Fixed row]

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

Select all that apply

The Greenhouse Gas Protocol: A Corporate Accounting and Reporting Standard (Revised Edition)

**(7.3) Describe your organization's approach to reporting Scope 2 emissions.**

	Scope 2, location-based	Scope 2, market-based	Comment
	Select from: <input checked="" type="checkbox"/> We are reporting a Scope 2, location-based figure	Select from: <input checked="" type="checkbox"/> We have no operations where we are able to access electricity supplier emission factors or residual emissions factors and are unable to report a Scope 2, market-based figure	<i>we capture scope 2 emissions across the entire company</i>

[Fixed row]

**(7.4) Are there any sources (e.g. facilities, specific GHGs, activities, geographies, etc.) of Scope 1, Scope 2 or Scope 3 emissions that are within your selected reporting boundary which are not included in your disclosure?**

Select from:

No

**(7.5) Provide your base year and base year emissions.**

**Scope 1**

**(7.5.1) Base year end**



12/31/2022

**(7.5.2) Base year emissions (metric tons CO2e)**

25.81

**(7.5.3) Methodological details**

*ground travel and office natural gas heating*

**Scope 2 (location-based)**

**(7.5.1) Base year end**

12/31/2022

**(7.5.2) Base year emissions (metric tons CO2e)**

164.64

**(7.5.3) Methodological details**

*commercial leased office space*

**Scope 2 (market-based)**

**(7.5.1) Base year end**

12/31/2022

**(7.5.2) Base year emissions (metric tons CO2e)**

0

**(7.5.3) Methodological details**

NA

### Scope 3 category 1: Purchased goods and services

#### (7.5.1) Base year end

12/31/2022

#### (7.5.2) Base year emissions (metric tons CO2e)

0

#### (7.5.3) Methodological details

NA

### Scope 3 category 2: Capital goods

#### (7.5.1) Base year end

12/31/2022

#### (7.5.2) Base year emissions (metric tons CO2e)

0

#### (7.5.3) Methodological details

NA

### Scope 3 category 3: Fuel-and-energy-related activities (not included in Scope 1 or 2)

#### (7.5.1) Base year end

12/31/2022

### (7.5.2) Base year emissions (metric tons CO2e)

50.64

### (7.5.3) Methodological details

*residential electricity and natural gas consumption*

## Scope 3 category 4: Upstream transportation and distribution

### (7.5.1) Base year end

12/31/2022

### (7.5.2) Base year emissions (metric tons CO2e)

0

### (7.5.3) Methodological details

NA

## Scope 3 category 5: Waste generated in operations

### (7.5.1) Base year end

12/31/2022

### (7.5.2) Base year emissions (metric tons CO2e)

0

### (7.5.3) Methodological details

NA

## Scope 3 category 6: Business travel

### (7.5.1) Base year end

12/31/2022

### (7.5.2) Base year emissions (metric tons CO2e)

168.05

### (7.5.3) Methodological details

*air travel, ground travel, rail travel, and hotel accommodations*

## Scope 3 category 7: Employee commuting

### (7.5.1) Base year end

12/31/2022

### (7.5.2) Base year emissions (metric tons CO2e)

0

### (7.5.3) Methodological details

NA

## Scope 3 category 8: Upstream leased assets

### (7.5.1) Base year end

12/31/2022

### (7.5.2) Base year emissions (metric tons CO2e)

0

**(7.5.3) Methodological details**

NA

**Scope 3 category 9: Downstream transportation and distribution**

**(7.5.1) Base year end**

12/31/2022

**(7.5.2) Base year emissions (metric tons CO2e)**

0

**(7.5.3) Methodological details**

NA

**Scope 3 category 10: Processing of sold products**

**(7.5.1) Base year end**

12/31/2022

**(7.5.2) Base year emissions (metric tons CO2e)**

0

**(7.5.3) Methodological details**

NA

**Scope 3 category 11: Use of sold products**

**(7.5.1) Base year end**

12/31/2022

**(7.5.2) Base year emissions (metric tons CO2e)**

0

**(7.5.3) Methodological details**

NA

**Scope 3 category 12: End of life treatment of sold products**

**(7.5.1) Base year end**

12/31/2022

**(7.5.2) Base year emissions (metric tons CO2e)**

0

**(7.5.3) Methodological details**

NA

**Scope 3 category 13: Downstream leased assets**

**(7.5.1) Base year end**

12/31/2022

**(7.5.2) Base year emissions (metric tons CO2e)**

0

### **(7.5.3) Methodological details**

NA

### **Scope 3 category 14: Franchises**

#### **(7.5.1) Base year end**

12/31/2022

#### **(7.5.2) Base year emissions (metric tons CO2e)**

0

### **(7.5.3) Methodological details**

NA

### **Scope 3 category 15: Investments**

#### **(7.5.1) Base year end**

12/31/2022

#### **(7.5.2) Base year emissions (metric tons CO2e)**

0

### **(7.5.3) Methodological details**

NA

### **Scope 3: Other (upstream)**

#### **(7.5.1) Base year end**

12/31/2022

**(7.5.2) Base year emissions (metric tons CO2e)**

0

**(7.5.3) Methodological details**

NA

**Scope 3: Other (downstream)**

**(7.5.1) Base year end**

12/31/2022

**(7.5.2) Base year emissions (metric tons CO2e)**

0

**(7.5.3) Methodological details**

NA

[Fixed row]

**(7.6) What were your organization's gross global Scope 1 emissions in metric tons CO2e?**

	Gross global Scope 1 emissions (metric tons CO2e)	Methodological details
Reporting year	49	ground travel and office natural gas heating

[Fixed row]



**(7.7) What were your organization's gross global Scope 2 emissions in metric tons CO2e?**

	Gross global Scope 2, location-based emissions (metric tons CO2e)	Gross global Scope 2, market-based emissions (metric tons CO2e) (if applicable)	Methodological details
Reporting year	74.2	0	commercial leased office space

[Fixed row]

**(7.8) Account for your organization's gross global Scope 3 emissions, disclosing and explaining any exclusions.**

**Purchased goods and services**

**(7.8.1) Evaluation status**

Select from:

Not evaluated

**(7.8.5) Please explain**

NA

**Capital goods**

**(7.8.1) Evaluation status**

Select from:

Not evaluated

**(7.8.5) Please explain**

NA

## Fuel-and-energy-related activities (not included in Scope 1 or 2)

### (7.8.1) Evaluation status

Select from:

Relevant, calculated

### (7.8.2) Emissions in reporting year (metric tons CO2e)

62.6

### (7.8.3) Emissions calculation methodology

Select all that apply

Spend-based method

### (7.8.4) Percentage of emissions calculated using data obtained from suppliers or value chain partners

0

### (7.8.5) Please explain

*residential electricity and natural gas consumption*

## Upstream transportation and distribution

### (7.8.1) Evaluation status

Select from:

Not evaluated

### (7.8.5) Please explain

NA

## Waste generated in operations

### (7.8.1) Evaluation status

Select from:

Not evaluated

### (7.8.5) Please explain

NA

## Business travel

### (7.8.1) Evaluation status

Select from:

Relevant, calculated

### (7.8.2) Emissions in reporting year (metric tons CO2e)

233.74

### (7.8.3) Emissions calculation methodology

Select all that apply

Spend-based method

### (7.8.4) Percentage of emissions calculated using data obtained from suppliers or value chain partners

0

### (7.8.5) Please explain

*air travel, ground travel, rail travel, and hotel accommodations*

## Employee commuting

### (7.8.1) Evaluation status

Select from:

Not evaluated

### (7.8.5) Please explain

NA

## Upstream leased assets

### (7.8.1) Evaluation status

Select from:

Not evaluated

### (7.8.5) Please explain

NA

## Downstream transportation and distribution

### (7.8.1) Evaluation status

Select from:

Not evaluated

### (7.8.5) Please explain

NA

## Processing of sold products

### (7.8.1) Evaluation status

Select from:

Not evaluated

### (7.8.5) Please explain

NA

## Use of sold products

### (7.8.1) Evaluation status

Select from:

Not evaluated

### (7.8.5) Please explain

NA

## End of life treatment of sold products

### (7.8.1) Evaluation status

Select from:

Not evaluated

### (7.8.5) Please explain

NA

## Downstream leased assets

### (7.8.1) Evaluation status

Select from:

Not evaluated

### (7.8.5) Please explain

NA

## Franchises

### (7.8.1) Evaluation status

Select from:

Not evaluated

### (7.8.5) Please explain

NA

## Investments

### (7.8.1) Evaluation status

Select from:

Not evaluated

### (7.8.5) Please explain

NA

## Other (upstream)

### (7.8.1) Evaluation status

Select from:

Not evaluated

### (7.8.5) Please explain

NA

### Other (downstream)

### (7.8.1) Evaluation status

Select from:

Not evaluated

### (7.8.5) Please explain

NA

[Fixed row]

### (7.9) Indicate the verification/assurance status that applies to your reported emissions.

	Verification/assurance status
Scope 1	Select from: <input checked="" type="checkbox"/> No third-party verification or assurance
Scope 2 (location-based or market-based)	Select from: <input checked="" type="checkbox"/> No third-party verification or assurance
Scope 3	Select from: <input checked="" type="checkbox"/> No third-party verification or assurance

[Fixed row]

**(7.10) How do your gross global emissions (Scope 1 and 2 combined) for the reporting year compare to those of the previous reporting year?**

Select from:

Decreased

**(7.10.1) Identify the reasons for any change in your gross global emissions (Scope 1 and 2 combined), and for each of them specify how your emissions compare to the previous year.**

**Change in renewable energy consumption**

**(7.10.1.1) Change in emissions (metric tons CO2e)**

0

**(7.10.1.2) Direction of change in emissions**

Select from:

No change

**(7.10.1.3) Emissions value (percentage)**

0

**(7.10.1.4) Please explain calculation**

NA

**Other emissions reduction activities**

**(7.10.1.1) Change in emissions (metric tons CO2e)**

90



### (7.10.1.2) Direction of change in emissions

Select from:

Decreased

### (7.10.1.3) Emissions value (percentage)

18

### (7.10.1.4) Please explain calculation

*commercial leased office space represents 18% of emissions in the reporting year*

## Divestment

### (7.10.1.1) Change in emissions (metric tons CO2e)

0

### (7.10.1.2) Direction of change in emissions

Select from:

No change

### (7.10.1.3) Emissions value (percentage)

0

### (7.10.1.4) Please explain calculation

NA

## Acquisitions

### (7.10.1.1) Change in emissions (metric tons CO2e)

0

**(7.10.1.2) Direction of change in emissions**

Select from:

No change

**(7.10.1.3) Emissions value (percentage)**

0

**(7.10.1.4) Please explain calculation**

NA

**Mergers**

**(7.10.1.1) Change in emissions (metric tons CO2e)**

0

**(7.10.1.2) Direction of change in emissions**

Select from:

No change

**(7.10.1.3) Emissions value (percentage)**

0

**(7.10.1.4) Please explain calculation**

NA

**Change in output**

**(7.10.1.1) Change in emissions (metric tons CO2e)**

0

**(7.10.1.2) Direction of change in emissions**

Select from:

No change

**(7.10.1.3) Emissions value (percentage)**

0

**(7.10.1.4) Please explain calculation**

NA

**Change in methodology**

**(7.10.1.1) Change in emissions (metric tons CO2e)**

0

**(7.10.1.2) Direction of change in emissions**

Select from:

No change

**(7.10.1.3) Emissions value (percentage)**

0

**(7.10.1.4) Please explain calculation**

NA

## Change in boundary

### (7.10.1.1) Change in emissions (metric tons CO2e)

0

### (7.10.1.2) Direction of change in emissions

Select from:

No change

### (7.10.1.3) Emissions value (percentage)

0

### (7.10.1.4) Please explain calculation

NA

## Change in physical operating conditions

### (7.10.1.1) Change in emissions (metric tons CO2e)

0

### (7.10.1.2) Direction of change in emissions

Select from:

No change

### (7.10.1.3) Emissions value (percentage)

0

### (7.10.1.4) Please explain calculation

NA

## Unidentified

(7.10.1.1) Change in emissions (metric tons CO2e)

0

(7.10.1.2) Direction of change in emissions

Select from:

No change

(7.10.1.3) Emissions value (percentage)

0

(7.10.1.4) Please explain calculation

NA

## Other

(7.10.1.1) Change in emissions (metric tons CO2e)

0

(7.10.1.2) Direction of change in emissions

Select from:

No change

(7.10.1.3) Emissions value (percentage)

0

#### (7.10.1.4) Please explain calculation

NA

[Fixed row]

**(7.10.2) Are your emissions performance calculations in 7.10 and 7.10.1 based on a location-based Scope 2 emissions figure or a market-based Scope 2 emissions figure?**

Select from:

Location-based

**(7.12) Are carbon dioxide emissions from biogenic carbon relevant to your organization?**

Select from:

No

**(7.15) Does your organization break down its Scope 1 emissions by greenhouse gas type?**

Select from:

No

**(7.16) Break down your total gross global Scope 1 and 2 emissions by country/area.**

	Scope 1 emissions (metric tons CO2e)	Scope 2, location-based (metric tons CO2e)	Scope 2, market-based (metric tons CO2e)
United States of America	49	74.2	0

[Fixed row]

**(7.17) Indicate which gross global Scope 1 emissions breakdowns you are able to provide.**

Select all that apply

By activity

**(7.17.3) Break down your total gross global Scope 1 emissions by business activity.**

	Activity	Scope 1 emissions (metric tons CO2e)
Row 1	Operations	49

[Add row]

**(7.20) Indicate which gross global Scope 2 emissions breakdowns you are able to provide.**

Select all that apply

By activity

**(7.20.3) Break down your total gross global Scope 2 emissions by business activity.**

	Activity	Scope 2, location-based (metric tons CO2e)	Scope 2, market-based (metric tons CO2e)
Row 1	Operations	74.2	0

[Add row]

**(7.22) Break down your gross Scope 1 and Scope 2 emissions between your consolidated accounting group and other entities included in your response.**

	Scope 1 emissions (metric tons CO2e)	Scope 2, location-based emissions (metric tons CO2e)	Please explain
Consolidated accounting group	49	74.2	<i>emissions during the reporting period</i>
All other entities	0	0	NA

[Fixed row]

**(7.23) Is your organization able to break down your emissions data for any of the subsidiaries included in your CDP response?**

Select from:

No

**(7.26) Allocate your emissions to your customers listed below according to the goods or services you have sold them in this reporting period.**

**Row 1**

**(7.26.1) Requesting member**

Select from:

**(7.26.2) Scope of emissions**

Select from:

Scope 1

**(7.26.4) Allocation level**

Select from:



Company wide

#### (7.26.6) Allocation method

Select from:

Allocation not necessary due to type of primary data available

#### (7.26.10) Uncertainty ( $\pm\%$ )

0

#### (7.26.11) Major sources of emissions

NA

#### (7.26.12) Allocation verified by a third party?

Select from:

No

#### (7.26.13) Please explain how you have identified the GHG source, including major limitations to this process and assumptions made

NA

#### (7.26.14) Where published information has been used, please provide a reference

NA

### Row 2

#### (7.26.1) Requesting member

Select from:

### **(7.26.2) Scope of emissions**

Select from:

Scope 2: location-based

### **(7.26.4) Allocation level**

Select from:

Company wide

### **(7.26.6) Allocation method**

Select from:

Allocation not necessary due to type of primary data available

### **(7.26.10) Uncertainty ( $\pm\%$ )**

0

### **(7.26.11) Major sources of emissions**

NA

### **(7.26.12) Allocation verified by a third party?**

Select from:

No

### **(7.26.13) Please explain how you have identified the GHG source, including major limitations to this process and assumptions made**

NA

### **(7.26.14) Where published information has been used, please provide a reference**

NA

### Row 3

#### (7.26.1) Requesting member

Select from:

#### (7.26.2) Scope of emissions

Select from:

Scope 3

#### (7.26.3) Scope 3 category(ies)

Select all that apply

Category 3: Fuel-and-energy-related activities (not included in Scopes 1 or 2)

Category 6: Business travel

#### (7.26.4) Allocation level

Select from:

Company wide

#### (7.26.6) Allocation method

Select from:

Allocation not necessary due to type of primary data available

#### (7.26.10) Uncertainty ( $\pm\%$ )

0

#### (7.26.11) Major sources of emissions

NA

**(7.26.12) Allocation verified by a third party?**

Select from:

No

**(7.26.13) Please explain how you have identified the GHG source, including major limitations to this process and assumptions made**

NA

**(7.26.14) Where published information has been used, please provide a reference**

NA

[Add row]

**(7.27) What are the challenges in allocating emissions to different customers, and what would help you to overcome these challenges?**

**Row 1**

**(7.27.1) Allocation challenges**

Select from:

Customer base is too large and diverse to accurately track emissions to the customer level

**(7.27.2) Please explain what would help you overcome these challenges**

*we are a services based company and do not produce products*

[Add row]

**(7.28) Do you plan to develop your capabilities to allocate emissions to your customers in the future?**

**(7.28.1) Do you plan to develop your capabilities to allocate emissions to your customers in the future?**

Select from:

No

**(7.28.3) Primary reason for no plans to develop your capabilities to allocate emissions to your customers**

Select from:

Lack of internal resources, capabilities, or expertise (e.g., due to organization size)

**(7.28.4) Explain why you do not plan to develop capabilities to allocate emissions to your customers**

*not significant to our business*

*[Fixed row]*

**(7.29) What percentage of your total operational spend in the reporting year was on energy?**

Select from:

More than 20% but less than or equal to 25%

**(7.30) Select which energy-related activities your organization has undertaken.**

	Indicate whether your organization undertook this energy-related activity in the reporting year
Consumption of fuel (excluding feedstocks)	Select from: <input checked="" type="checkbox"/> Yes
Consumption of purchased or acquired electricity	Select from:

	Indicate whether your organization undertook this energy-related activity in the reporting year
	<input checked="" type="checkbox"/> Yes
Consumption of purchased or acquired heat	Select from: <input checked="" type="checkbox"/> Yes
Consumption of purchased or acquired steam	Select from: <input checked="" type="checkbox"/> No
Consumption of purchased or acquired cooling	Select from: <input checked="" type="checkbox"/> Yes
Generation of electricity, heat, steam, or cooling	Select from: <input checked="" type="checkbox"/> No

[Fixed row]

**(7.30.1) Report your organization's energy consumption totals (excluding feedstocks) in MWh.**

**Consumption of fuel (excluding feedstock)**

**(7.30.1.1) Heating value**

Select from:

Unable to confirm heating value

**(7.30.1.2) MWh from renewable sources**

0

**(7.30.1.3) MWh from non-renewable sources**

0

**(7.30.1.4) Total (renewable and non-renewable) MWh**

0

**Consumption of purchased or acquired electricity**

**(7.30.1.1) Heating value**

Select from:

Unable to confirm heating value

**(7.30.1.2) MWh from renewable sources**

0

**(7.30.1.3) MWh from non-renewable sources**

0

**(7.30.1.4) Total (renewable and non-renewable) MWh**

0

**Consumption of purchased or acquired heat**

**(7.30.1.1) Heating value**

Select from:

Unable to confirm heating value

**(7.30.1.2) MWh from renewable sources**

0

**(7.30.1.3) MWh from non-renewable sources**

0

**(7.30.1.4) Total (renewable and non-renewable) MWh**

0

**Consumption of purchased or acquired cooling**

**(7.30.1.1) Heating value**

Select from:

Unable to confirm heating value

**(7.30.1.2) MWh from renewable sources**

0

**(7.30.1.3) MWh from non-renewable sources**

0

**(7.30.1.4) Total (renewable and non-renewable) MWh**

0

**Total energy consumption**

**(7.30.1.1) Heating value**

Select from:

Unable to confirm heating value

**(7.30.1.2) MWh from renewable sources**



0

**(7.30.1.3) MWh from non-renewable sources**

0

**(7.30.1.4) Total (renewable and non-renewable) MWh**

0

[Fixed row]

**(7.30.6) Select the applications of your organization’s consumption of fuel.**

	Indicate whether your organization undertakes this fuel application
Consumption of fuel for the generation of electricity	Select from: <input checked="" type="checkbox"/> No
Consumption of fuel for the generation of heat	Select from: <input checked="" type="checkbox"/> Yes
Consumption of fuel for the generation of steam	Select from: <input checked="" type="checkbox"/> No
Consumption of fuel for the generation of cooling	Select from: <input checked="" type="checkbox"/> No
Consumption of fuel for co-generation or tri-generation	Select from: <input checked="" type="checkbox"/> No

[Fixed row]

**(7.30.7) State how much fuel in MWh your organization has consumed (excluding feedstocks) by fuel type.**

## Sustainable biomass

### (7.30.7.1) Heating value

Select from:

Unable to confirm heating value

### (7.30.7.2) Total fuel MWh consumed by the organization

0

### (7.30.7.8) Comment

NA

## Other biomass

### (7.30.7.1) Heating value

Select from:

Unable to confirm heating value

### (7.30.7.2) Total fuel MWh consumed by the organization

0

### (7.30.7.8) Comment

NA

## Other renewable fuels (e.g. renewable hydrogen)

### (7.30.7.1) Heating value

Select from:

Unable to confirm heating value

**(7.30.7.2) Total fuel MWh consumed by the organization**

0

**(7.30.7.8) Comment**

NA

**Coal**

**(7.30.7.1) Heating value**

Select from:

Unable to confirm heating value

**(7.30.7.2) Total fuel MWh consumed by the organization**

0

**(7.30.7.8) Comment**

NA

**Oil**

**(7.30.7.1) Heating value**

Select from:

Unable to confirm heating value

**(7.30.7.2) Total fuel MWh consumed by the organization**

0

### (7.30.7.8) Comment

NA

### Gas

#### (7.30.7.1) Heating value

Select from:

Unable to confirm heating value

#### (7.30.7.2) Total fuel MWh consumed by the organization

0

### (7.30.7.8) Comment

NA

### Other non-renewable fuels (e.g. non-renewable hydrogen)

#### (7.30.7.1) Heating value

Select from:

Unable to confirm heating value

#### (7.30.7.2) Total fuel MWh consumed by the organization

0

### (7.30.7.8) Comment

NA

### Total fuel

### (7.30.7.1) Heating value

Select from:

Unable to confirm heating value

### (7.30.7.2) Total fuel MWh consumed by the organization

0

### (7.30.7.8) Comment

NA

[Fixed row]

**(7.30.16) Provide a breakdown by country/area of your electricity/heat/steam/cooling consumption in the reporting year.**

### **United States of America**

#### (7.30.16.1) Consumption of purchased electricity (MWh)

118.7

#### (7.30.16.2) Consumption of self-generated electricity (MWh)

0

#### (7.30.16.4) Consumption of purchased heat, steam, and cooling (MWh)

0

#### (7.30.16.5) Consumption of self-generated heat, steam, and cooling (MWh)

0

#### (7.30.16.6) Total electricity/heat/steam/cooling energy consumption (MWh)

118.70  
[Fixed row]

**(7.45) Describe your gross global combined Scope 1 and 2 emissions for the reporting year in metric tons CO2e per unit currency total revenue and provide any additional intensity metrics that are appropriate to your business operations.**

**Row 1**

**(7.45.1) Intensity figure**

0

**(7.45.2) Metric numerator (Gross global combined Scope 1 and 2 emissions, metric tons CO2e)**

0

**(7.45.3) Metric denominator**

Select from:

full time equivalent (FTE) employee

**(7.45.4) Metric denominator: Unit total**

0

**(7.45.5) Scope 2 figure used**

Select from:

Location-based

**(7.45.6) % change from previous year**

0

### (7.45.7) Direction of change

Select from:

No change

### (7.45.8) Reasons for change

Select all that apply

Unidentified

### (7.45.9) Please explain

NA

[Add row]

## (7.52) Provide any additional climate-related metrics relevant to your business.

### Row 1

#### (7.52.1) Description

Select from:

Energy usage

#### (7.52.2) Metric value

0

#### (7.52.3) Metric numerator

0

#### (7.52.4) Metric denominator (intensity metric only)

0

### (7.52.5) % change from previous year

0

### (7.52.6) Direction of change

Select from:

No change

### (7.52.7) Please explain

NA

[Add row]

## (7.53) Did you have an emissions target that was active in the reporting year?

Select all that apply

Absolute target

### (7.53.1) Provide details of your absolute emissions targets and progress made against those targets.

#### Row 1

### (7.53.1.1) Target reference number

Select from:

Abs 1

### (7.53.1.2) Is this a science-based target?

Select from:

No, and we do not anticipate setting one in the next two years



### (7.53.1.5) Date target was set

01/01/2022

### (7.53.1.6) Target coverage

Select from:

Organization-wide

### (7.53.1.7) Greenhouse gases covered by target

Select all that apply

Carbon dioxide (CO2)

### (7.53.1.8) Scopes

Select all that apply

Scope 3

### (7.53.1.10) Scope 3 categories

Select all that apply

Scope 3, Category 3 – Fuel- and energy- related activities (not included in Scope 1 or 2)

Scope 3, Category 6 – Business travel

### (7.53.1.11) End date of base year

12/31/2022

### (7.53.1.16) Base year Scope 3, Category 3: Fuel-and-energy-related activities (not included in Scopes 1 or 2) emissions covered by target (metric tons CO2e)

50.64

### (7.53.1.19) Base year Scope 3, Category 6: Business travel emissions covered by target (metric tons CO2e)

168.05

**(7.53.1.31) Base year total Scope 3 emissions covered by target (metric tons CO2e)**

218.690

**(7.53.1.32) Total base year emissions covered by target in all selected Scopes (metric tons CO2e)**

218.690

**(7.53.1.37) Base year Scope 3, Category 3: Fuel-and-energy-related activities (not included in Scopes 1 or 2) emissions covered by target as % of total base year emissions in Scope 3, Category 3: Fuel-and-energy-related activities (not included in Scopes 1 or 2) (metric tons CO2e)**

23

**(7.53.1.40) Base year Scope 3, Category 6: Business travel emissions covered by target as % of total base year emissions in Scope 3, Category 6: Business travel (metric tons CO2e)**

77

**(7.53.1.52) Base year total Scope 3 emissions covered by target as % of total base year emissions in Scope 3 (in all Scope 3 categories)**

100

**(7.53.1.53) Base year emissions covered by target in all selected Scopes as % of total base year emissions in all selected Scopes**

100

**(7.53.1.54) End date of target**

12/31/2035

**(7.53.1.55) Targeted reduction from base year (%)**

30

**(7.53.1.56) Total emissions at end date of target covered by target in all selected Scopes (metric tons CO2e)**

153.083

**(7.53.1.61) Scope 3, Category 3: Fuel-and-energy-related activities (not included in Scopes 1 or 2) emissions in reporting year covered by target (metric tons CO2e)**

62.6

**(7.53.1.64) Scope 3, Category 6: Business travel emissions in reporting year covered by target (metric tons CO2e)**

233.74

**(7.53.1.76) Total Scope 3 emissions in reporting year covered by target (metric tons CO2e)**

296.340

**(7.53.1.77) Total emissions in reporting year covered by target in all selected scopes (metric tons CO2e)**

296.340

**(7.53.1.78) Land-related emissions covered by target**

Select from:

No, it does not cover any land-related emissions (e.g. non-FLAG SBT)

**(7.53.1.79) % of target achieved relative to base year**

-118.36

**(7.53.1.80) Target status in reporting year**

Select from:

Underway

### (7.53.1.82) Explain target coverage and identify any exclusions

*Target covers scope 3 emission sources including residential electricity consumption, residential natural gas (heating), ground travel, commercial air travel, rail travel, and hotel accommodations.*

### (7.53.1.83) Target objective

*By 2035, we are committed to achieving a 30% reduction in scope 3 emissions generated by business travel compared to our 2022 baseline year. We plan to reduce our business travel by leveraging technology for video conferencing, encourage remote work, embrace virtual events, implement travel policies, consolidate trips, consider alternatives to air travel such as rail, and emphasize client relationships to reduce the need for frequent in person meetings.*

### (7.53.1.84) Plan for achieving target, and progress made to the end of the reporting year

*We plan to reduce our business travel by leveraging technology for video conferencing, encourage remote work, embrace virtual events, implement travel policies, consolidate trips, consider alternatives to air travel such as rail, and emphasize client relationships to reduce the need for frequent in person meetings.*

### (7.53.1.85) Target derived using a sectoral decarbonization approach

Select from:

No

[Add row]

## (7.54) Did you have any other climate-related targets that were active in the reporting year?

Select all that apply

Net-zero targets

### (7.54.3) Provide details of your net-zero target(s).

#### Row 1

#### (7.54.3.1) Target reference number

Select from:

NZ1

### (7.54.3.2) Date target was set

01/01/2022

### (7.54.3.3) Target Coverage

Select from:

Organization-wide

### (7.54.3.4) Targets linked to this net zero target

Select all that apply

Abs1

### (7.54.3.5) End date of target for achieving net zero

12/31/2035

### (7.54.3.6) Is this a science-based target?

Select from:

No, and we do not anticipate setting one in the next two years

### (7.54.3.8) Scopes

Select all that apply

Scope 1

Scope 2

Scope 3

### (7.54.3.9) Greenhouse gases covered by target

Select all that apply

Carbon dioxide (CO2)

### (7.54.3.10) Explain target coverage and identify any exclusions

*Target covers the entire company. It covers scopes 1, 2, and 3 emissions generated from operations.*

### (7.54.3.11) Target objective

*Through investments in high-quality carbon offsets, we have been able to be carbon neutral from emissions generated by operations.*

### (7.54.3.12) Do you intend to neutralize any residual emissions with permanent carbon removals at the end of the target?

Select from:

No

### (7.54.3.13) Do you plan to mitigate emissions beyond your value chain?

Select from:

No, and we do not plan to within the next two years

### (7.54.3.17) Target status in reporting year

Select from:

Underway

### (7.54.3.19) Process for reviewing target

*compare current year data to the previous year*

*[Add row]*

**(7.55) Did you have emissions reduction initiatives that were active within the reporting year? Note that this can include those in the planning and/or implementation phases.**

Select from:

No

**(7.55.4) Why did you not have any emissions reduction initiatives active during the reporting year?**

*Emissions reduction initiatives were not considered during the reporting year.*

**(7.73) Are you providing product level data for your organization's goods or services?**

Select from:

No, I am not providing data

**(7.74) Do you classify any of your existing goods and/or services as low-carbon products?**

Select from:

No

**(7.79) Has your organization canceled any project-based carbon credits within the reporting year?**

Select from:

No

## C11. Environmental performance - Biodiversity

**(11.2) What actions has your organization taken in the reporting year to progress your biodiversity-related commitments?**

	<b>Actions taken in the reporting period to progress your biodiversity-related commitments</b>
	<i>Select from:</i> <input checked="" type="checkbox"/> No, and we do not plan to undertake any biodiversity-related actions

*[Fixed row]*

**(11.3) Does your organization use biodiversity indicators to monitor performance across its activities?**

	<b>Does your organization use indicators to monitor biodiversity performance?</b>
	<i>Select from:</i> <input checked="" type="checkbox"/> No

*[Fixed row]*

**(11.4) Does your organization have activities located in or near to areas important for biodiversity in the reporting year?**



	Indicate whether any of your organization's activities are located in or near to this type of area important for biodiversity	Comment
Legally protected areas	Select from: <input checked="" type="checkbox"/> No	NA
UNESCO World Heritage sites	Select from: <input checked="" type="checkbox"/> No	NA
UNESCO Man and the Biosphere Reserves	Select from: <input checked="" type="checkbox"/> No	NA
Ramsar sites	Select from: <input checked="" type="checkbox"/> No	NA
Key Biodiversity Areas	Select from: <input checked="" type="checkbox"/> No	NA
Other areas important for biodiversity	Select from: <input checked="" type="checkbox"/> No	NA

[Fixed row]

### C13. Further information & sign off

(13.1) Indicate if any environmental information included in your CDP response (not already reported in 7.9.1/2/3, 8.9.1/2/3/4, and 9.3.2) is verified and/or assured by a third party?

	Other environmental information included in your CDP response is verified and/or assured by a third party	Primary reason why other environmental information included in your CDP response is not verified and/or assured by a third party	Explain why other environmental information included in your CDP response is not verified and/or assured by a third party
	<i>Select from:</i> <input checked="" type="checkbox"/> No, and we do not plan to obtain third-party verification/assurance of other environmental information in our CDP response within the next two years	<i>Select from:</i> <input checked="" type="checkbox"/> Not an immediate strategic priority	NA

[Fixed row]

(13.1.1) Which data points within your CDP response are verified and/or assured by a third party, and which standards were used?

	Environmental issue for which data has been verified and/or assured	Further details of the third-party verification/assurance process
Row 1	<i>Select all that apply</i> <input checked="" type="checkbox"/> Climate change	NA

[Add row]

(13.2) Use this field to provide any additional information or context that you feel is relevant to your organization's response. Please note that this field is optional and is not scored.

	Additional information
	NA

[Fixed row]

**(13.3) Provide the following information for the person that has signed off (approved) your CDP response.**

**(13.3.1) Job title**

*Vice President of Contracts and Procurement*

**(13.3.2) Corresponding job category**

Select from:

Procurement manager

[Fixed row]

