## Carbon Data Disclosure Guide

——How to disclose carbon data on the Blue Map (IPE) website with third-party GHG verification/carbon inventory under third-party guidance

- 1. Access the IPE website at <a href="https://www.ipe.org.cn/index.html">https://www.ipe.org.cn/index.html</a>
- 2. Login/Register

(1) Users who have already registered and upgraded to an enterprise account can login directly by selecting "sign in" located in the top right corner;

(2) New users or those that have not upgraded their accounts may register and/or upgrade for free, for a guide on upgrading to an enterprise account please access: <u>Corporate Account</u> <u>User Guide.</u>



## 3. Go to Carbon Disclosure

(1) Select your username in the top right of the webpage, click "My Green Choice" then go click "Data Submission and Tracking" - Carbon Disclosure;

Account Management ~	Home/My Green Choice Brand
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Data Submission A and Tracking	Carbon data is vital to achieving carbon peak and carbon neutrality targets. Major environmental information disclosure guidances have all clearly stipulate carbon data disclosure requirements. For corporations that hope to increase their
Calculator Carbon Disclosure	competitiveness in the market, carbon data calculation and disclosure is essential as it assists with understanding baselines, identifying emissions hotspots, setting science-based targets, and How to disclose carbon emissions without inventories
Submit PRTR Data	accelerating low-carbon transitions. To empower corporations to measure their carbon emissions, Blue Map and Insblue have co- developed the Enterprise Carbon Accounting and Disclosure Platform, We hope the Platform can assist corporations to track
Submit DETOX Data	emissions reduction progress and contribute to global carbon governance via measurement, disclosure and verifications.
Plastic Recycling Information	
Annual Report of Environmental Information Disclosure	Submit Carbon Data

- 4. Disclose Carbon data verified or calculated by third-party
- (1) Select From Other Source:



- (2) Input data period and disclose emissions data, renewable energy usage. Upload the third-party verification report, and fill in verifier and date.
- (3) Click Next: Select Receiver and confirm the scope of disclosure:

Isclosure Plat	form
Platform	Scope of Authorization ②
	Verification Result
IPE	Supporting File for Activity Data

- (4) Input methodology and major source emissions on which the carbon emissions data calculation is based;
- (5) Input the brand name which requires the carbon disclosure and choose the data year;
- (6) Input carbon reduction and/or neutrality targets, emissions intensity data, energy consumption data and carbon assets information (optional), and any additional information in the Notes box;
- (7) Click Next: Preview, read and accept the Privacy Terms and Service Agreement;
- (8) Click **Disclose**, await audit.

ne submission is	successful, please wait for the review result provided by Institute of Publi	c &
nvironmental Affair	s (about 10 work days)	
	Alternative Operation:	
	Check This Disclosure Details More Info >	
	Start a New GHG Emissions Disclosure More Info >	
	Calculate GHG Emissions Data More Info >	

(9) Check IPE's review sent to the registered email address:

Please click on the link in the email while you are logged in, modify the data and resubmit following the steps above.

(10) Submit Confirmation Letter

Once the data form has passed the review, a confirmation letter will be sent to the registered email address. Please follow the steps in your email to download, print and stamp on the confirmation letter before uploading it online.

Once the confirmation letter passes the review, the carbon data will publish via IPE's website. You can view the status of entered data in the Carbon Data Disclosure Update.