

Equipoise Advanced Business Carbon Calculator

Welcome to the Equipoise Advanced Business Carbon Calculator, developed in partnership with the SME Climate Hub.

This spreadsheet-based calculator provides a Greenhouse Gas Protocol-compliant organisation carbon footprint for Scope 3 - see note below). This is a step-by-step tool that will ask you for all the operational ("activity") data relevant for

Your organisation's activities result in the emission of various greenhouse gases (GHGs), e.g. carbon dioxide (CO₂), methane (CH₄). The calculator reports the combined impact of these as "kilograms of CO₂-equivalent" or "kgCO₂e".

Please navigate through the calculator by using either the links at the bottom of each sheet or the tabs at the bottom of

Applicability and Limitations



Using the Advanced Business Carbon Calculator

Step 1: Create a copy of this workbook

Begin by making a copy of this sheet (File > Make a copy) to use for your organisation. You will need a Google-connected "free account" (you can associate this with any email address). Do not download this sheet as an Excel file as key functions



If you need help to get started, join the [free Equipoise+ platform](#) to watch demonstration videos, access further guidance

Step 2: Provide information about your organisation's facilities and workforce

The first step you need to take using this calculator is to provide basic information about your company, on the [Facilities](#) sheet. Facilities are listed here, so that each line item in the data sheets can be linked back to a facility. This is a key aspect of GHG accounting. The next step is to select the facility that a given activity is associated with (e.g. all the electricity consumed at that facility for the

Step 3: Provide information in the remaining data sheets

As described in the table below, the data sheets in this workbook will require you to input data about your organisation's

Data Sheet	Description	Scope Category
Fuel	Liquid, solid or gaseous fuels consumed by vehicles, machinery	1.1
ElectricityHeat & Steam	Electricity and other energy (heat & steam) purchased from a	2
Company Transport	Movement of owned/leased/rented vehicles where fuel data is	1.2
Inbound T&D	Delivery of goods or resources to company facilities by a 3rd	3.4
Outbound T&D	Outbound transport of goods, resources or waste performed by	3.9
Business Travel	Travel by employees in their role with the company (excluding	3.6
Accom	Hotel stays by employees during business travel when they have	3.6
Commuting	Travel of employees to and from their home to their place of work.	3.7
Waste	Disposal of any waste from your company's facilities or	3.5
Water	Water supply and wastewater from your company's facilities or	3.5
Fugitive GHGs	Leakage of refrigerants of heating, ventilation, & air	1.3
Goods & Services	Excluding any purchased goods and services captured above, all	3.1 & 3.2
Leased Assets - Fuel (LA),	Emissions generated by an asset that is not directly owned or	3.8

Data Sheet worked example - Fuel

Below is an example of a table that you will be filling out - one of the most important: Fuel. This records the amount of li

Facility	Description of activity	Fuel type	Fuel (choose fuel type first)
e.g. Head office	e.g. Fuel for company vehicles	Liquid fuels	Diesel (gas oil)
e.g. Retail branch	e.g. Gas for heating	Gaseous fuels	Natural gas

Step 3: View your organisation's Greenhouse Gas emissions report

The [GHG Report](#) sheet will be automatically populated with your data and you will get a graphical representation of you

The following scope categories are excluded from this calculator:

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Scope 1, 2 and 3 emissions (excluding some
calculating your organisation's emissions.

methane (CH₄) and nitrous oxide (N₂O). This

the Google Sheet.

Version: 2.0.2.2025

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**Use for Calendar / Financial
Year:** 2025

[Click here for 2024 calculator](#)

an account to do this - if you do not have one click on "Sign in" then "Create a
an account will not work.

guidance and get support.

[Scope 3 & Workforce sheet](#). It is key to **first** make sure that your organisation's
GHG accounting - and the first step you should take on each row of the data
for the year in question).

Scope 1 activities that directly or indirectly create greenhouse gas emissions.

Data you will need
Utility bills, fuel card providers and operations data. Note that users need to Utility bills and operations data.
Mileage data from your vehicles, or estimates based on routes commonly
Delivery information for regular deliveries should ideally be included here;
Delivery information from 3rd-party providers; estimates based on regular
Operational data, or staff surveys and associated estimates.
Operational data, or staff surveys and associated estimates.
Staff surveys and associated estimates.
Operational data and waste charges.
Utility bills and operations data.
Operations data or 3rd-party maintenance data.
Procurement data, accounts payable reports, end of year accounts.
Electricity and fuel use attributable to your company. If these are not

iquid, solid or gaseous fuels that have been used (burnt) by the company and

Amount of fuel used	Unit	Direct emissions (kgCO2e)	Emission factor source
23,000	L	14,053.0	UK BEIS
145,000	kWh	4,785.0	UK BEIS

r organisation's GHG emissions broken down by Scope Category.

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[Ready? Get started >>](#)

