

Welcome to your CDP Climate Change Questionnaire 2023

C0. Introduction

C0.1

(C0.1) Give a general description and introduction to your organization.

GovCIO provides Information Technology (IT) services to federal government agencies and prime contractors including IT Modernization, architecture, infrastructure and operations, cloud services, software engineering, digital services, application design and development, management and mission services, agile transformation, data services, data analytics, cyber security, cyber engineering, and cyber operations.

C0.2

(C0.2) State the start and end date of the year for which you are reporting data and indicate whether you will be providing emissions data for past reporting years.

Reporting year

Start date

January 1, 2022

End date

December 31, 2022

Indicate if you are providing emissions data for past reporting years

No

C0.3

(C0.3) Select the countries/areas in which you operate.

Djibouti

Iraq

Jordan

Qatar

Saudi Arabia

United States of America



C0.4

(C0.4) Select the currency used for all financial information disclosed throughout your response.

USD

C0.5

(C0.5) Select the option that describes the reporting boundary for which climate-related impacts on your business are being reported. Note that this option should align with your chosen approach for consolidating your GHG inventory.

Financial control

C0.8

(C0.8) Does your organization have an ISIN code or another unique identifier (e.g., Ticker, CUSIP, etc.)?

Indicate whether you are able to provide a unique identifier for your organization	Provide your unique identifier
No	

C1. Governance

C1.1

(C1.1) Is there board-level oversight of climate-related issues within your organization?

Yes

C1.1a

(C1.1a) Identify the position(s) (do not include any names) of the individual(s) on the board with responsibility for climate-related issues.

Position of individual or committee	Responsibilities for climate-related issues
Board-level committee	GovCIO has an effective and highly skilled Board of Directors and has established an Environmental, Social, and Governance (ESG) committee chaired by a member of our Board and includes our Chief Executive Officer (CEO) and Chief Operating Officer (COO). The ESG Committee (i) oversees and monitors the implementation of GovCIO's ESG Policy, HR 109, (ii) reviews significant policies alongside GovCIO's performance and provides guidance on matters relating to ESG, (iii) advises management on significant public issues that are pertinent to GovCIO and its stakeholders, (iv) assists GovCIO in setting strategy, establishing goals and

	integrating ESG into strategic and tactical business activities, and (v) reviews and recommends what ESG findings to be made public or shared with governmental agencies.
Chief Executive Officer (CEO)	GovCIO's CEO is a member of the ESG Committee that oversees environmental policies. Additionally, our CEO is actively involved in risk oversight matters including climate impacts.
Chief Operating Officer (COO)	GovCIO's COO is a member of the ESG Committee that oversees environmental policies.

C1.1b

(C1.1b) Provide further details on the board's oversight of climate-related issues.

Frequency with which climate-related issues are a scheduled agenda item	Governance mechanisms into which climate-related issues are integrated	Please explain
Scheduled – some meetings	Reviewing and guiding strategy Overseeing and guiding scenario analysis	With the establishment of the ESG Committee, the Board of Directors reviews and guides GovCIO's strategy for addressing ESG initiatives aiming to create long-term stakeholder value by balancing financial performance of the company with the impact we have on the environment and society. The Board has asked the ESG Committee to identify and report on risks and opportunities associated with greenhouse gas (GHG) emissions in the coming year.

C1.1d

(C1.1d) Does your organization have at least one board member with competence on climate-related issues?

	Board member(s) have competence on climate-related issues	Primary reason for no board-level competence on climate-related issues	Explain why your organization does not have at least one board member with competence on climate-related issues and any plans to address board-level competence in the future
Row 1	No, but we plan to address this within the next two years	Important but not an immediate priority	GovCIO provides Information Technology (IT) support services to US Government clients, generally at client locations. Given the environment under which GovCIO operates, we generally implement solutions and initiatives directed by our clients and therefore have had limited opportunities to implement solutions that consider climate-related issues. With the implementation of our ESG Committee, the Board is interested in considering

			climate-related issues, among others, and how they impact our business. As part of the ESG Committee, our board-level committee chairman will seek opportunities to participate in training related to ESG matters and oversight.
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C1.2

(C1.2) Provide the highest management-level position(s) or committee(s) with responsibility for climate-related issues.

Position or committee

Chief Executive Officer (CEO)

Climate-related responsibilities of this position

Managing climate-related acquisitions, mergers, and divestitures

Providing climate-related employee incentives

Integrating climate-related issues into the strategy

Assessing climate-related risks and opportunities

Managing climate-related risks and opportunities

Coverage of responsibilities

Reporting line

Reports to the board directly

Frequency of reporting to the board on climate-related issues via this reporting line

As important matters arise

Please explain

The CEO works directly with the Board to implement any strategies adopted and authorized by the ESG committee and, with the assistance of the COO, manages the budget for any identified and funded climate mitigation activities. The CEO receives reports and updates from the COO regarding budget performance for any climate-related initiatives and from the Procurement Manager regarding implementation and compliance of climate-related initiatives/issues associated with GovCIO's supply chain. The CEO is a member of the ESG Committee.

Position or committee

Chief Operating Officer (COO)

Climate-related responsibilities of this position

Managing annual budgets for climate mitigation activities

Managing climate-related acquisitions, mergers, and divestitures

Integrating climate-related issues into the strategy
Assessing climate-related risks and opportunities
Managing climate-related risks and opportunities

Coverage of responsibilities

Reporting line

CEO reporting line

Frequency of reporting to the board on climate-related issues via this reporting line

As important matters arise

Please explain

The COO manages all budgets including any established for climate-related activities.
The COO implements GovCIO bonus programs and is included in risk-related activities.
The COO is a member of the ESG Committee.

Position or committee

Other committee, please specify
ESG Committee

Climate-related responsibilities of this position

Integrating climate-related issues into the strategy
Conducting climate-related scenario analysis
Assessing climate-related risks and opportunities
Managing climate-related risks and opportunities

Coverage of responsibilities

Reporting line

Reports to the board directly

Frequency of reporting to the board on climate-related issues via this reporting line

Quarterly

Please explain

The ESG Committee receives quarterly reports on recommendations and implementation of climate-related and social-related initiatives. In addition to other things, the ESG Committee seeks to understand and manage climate-related risks and opportunities.

Position or committee

Procurement manager



Climate-related responsibilities of this position

Managing value chain engagement on climate-related issues

Coverage of responsibilities

Reporting line

CEO reporting line

Frequency of reporting to the board on climate-related issues via this reporting line

As important matters arise

Please explain

The Procurement Manager (SVP, Contracts) is responsible for assessing impacts on supply-chain and implementing any climate-related initiatives with the company's supply-chain.

C1.3

(C1.3) Do you provide incentives for the management of climate-related issues, including the attainment of targets?

	Provide incentives for the management of climate-related issues	Comment
Row 1	No, not currently but we plan to introduce them in the next two years	GovCIO is an information technology (IT) service provider, generally to government clients. Having implemented remote work for a significant number of employees where possible during COVID, GovCIO does not have remaining significant opportunities to implement targets for achievement of climate-related issues in this service provider environment. However, GovCIO believes implementation of climate-related improvements will primarily be realized by offering solutions to reduce GHG for our clients. Accordingly, GovCIO will amend its existing employee bonus program to include achievements in ESG-related activities. The amended bonus program will allow GovCIO to incentive and reward program managers and employees for identification and implementation of GHG reductions for both GovCIO and our clients.

C2. Risks and opportunities

C2.1

(C2.1) Does your organization have a process for identifying, assessing, and responding to climate-related risks and opportunities?

Yes

C2.1a

(C2.1a) How does your organization define short-, medium- and long-term time horizons?

	From (years)	To (years)	Comment
Short-term	0	1	Risks – Legal/Policy risks (current and emerging regulations). Physical risks (extreme weather, availability of energy, etc.). Market risks (supply chain impacts). Opportunities – Market Opportunities (implementation of new technology)
Medium-term	1	3	Risks – Legal/Policy risks (emerging regulation). Physical risks (extreme weather, cost and availability of resources (electricity, gas, etc.)). Transition Risk (emerging technology costs to replace/refresh). Client desires/requirements (greener solutions). Market risks (supply chain impacts). Opportunities – Market Opportunities (client requirements/demands for greener solutions, establishment of resilient supply chain, implementation of new technology)
Long-term	3	10	Risks – Legal/Policy risks (emerging regulation). Physical risks (extreme weather, cost and availability of resources (electricity, gas, etc.)). Transition Risk (emerging technology costs to replace/refresh). Client desires/requirements (greener solutions). Market risks (supply chain impacts, not keeping abreast of preferred solutions). Opportunities – Market Opportunities (client requirements/demands for greener solutions, establishment of resilient supply chain, implementation of new technology)

C2.1b

(C2.1b) How does your organization define substantive financial or strategic impact on your business?

GovCIO defines substantive financial impacts as events or issues that may prevent the company from being able to meet or exceed our current or future annual operating plan(s) including revenue and profit promised to our shareholders. GovCIO defines substantive strategic impacts as events or issues that may prevent the company from being in a position to accomplish activities or milestones determined strategic for GovCIO's future and delivery of future results to our shareholders. GovCIO utilizes its Audit Committee and ESG Committee to identify and manage potential financial and/or strategic impacts. The Board has asked the ESG Committee to identify and report on risks and opportunities associated with greenhouse gas (GHG) emissions in the coming year.

C2.2

(C2.2) Describe your process(es) for identifying, assessing and responding to climate-related risks and opportunities.

Value chain stage(s) covered

Direct operations

Risk management process

Integrated into multi-disciplinary company-wide risk management process

Frequency of assessment

More than once a year

Time horizon(s) covered

Short-term

Medium-term

Long-term

Description of process

GovCIO’s Audit Committee reviews risks and issues identified by or to the Board as having potential to impact the company’s performance. The risks and issues are itemized with identified techniques or actions (policies, procedures, practices, systems, etc.) to mitigate the item. The Audit Committee reviews the items in quarterly meetings, continuing to assess the potential risk to the company which is reported to the Board. Similarly, the ESG Committee will review environmental, social, and governance risks and issues identified by or to the Board, which will then be tracked and assessed regarding mitigation techniques or actions and remaining risk to the company.

C2.2a

(C2.2a) Which risk types are considered in your organization's climate-related risk assessments?

	Relevance & inclusion	Please explain
Current regulation	Relevant, sometimes included	GovCIO policies and contracts require that the company comply with all applicable federal, state, and local laws, including environmental laws. GovCIO’s Code of Conduct and Business Standards/Ethics, Policy HR 101, states that “We must respect and obey the laws, rules, and regulations of the locations where we operate.” Because GovCIO’s predominate work is delivery of information technology support services to federal clients usually at government locations but otherwise in leased facilities, climate related risks do not currently pose a significant risk for GovCIO. Nevertheless, GovCIO’s operational units are required to ensure environmental laws are followed in the implementation of solutions for clients.

Emerging regulation	Relevant, sometimes included	GovCIO seeks to stay abreast of emerging laws and regulation to ensure that we remain compliant. Therefore, GovCIO assesses upcoming laws and regulations that might impact operations. For example, FAR Case 2021-015 directly impacts GovCIO. DoD, GSA, and NASA are proposing to amend the Federal Acquisition Regulation (FAR) to implement section 5(b)(i) of Executive Order 14030, to require major Federal suppliers to publicly disclose greenhouse gas emissions and climate-related financial risk and to set science-based targets to reduce their greenhouse gas emissions (see 87 FR 68312, pages 68312-68334). If passed, GovCIO would be required to report as a major contractor, with over \$50M in federal contract obligations in the prior federal fiscal year.
Technology	Relevant, always included	GovCIO provides information technology support services to government clients. Accordingly, we implement equipment and solutions that are susceptible to climate-related impacts (data center utilization, continuity of operations (COOP), etc.). Additionally, GovCIO utilizes equipment and solutions that are similar to our clients and therefore is similarly susceptible to climate-related impacts. GovCIO seeks to implement best-in-class solutions for itself and clients considering all factors including environmental. Failure to do so may impact clients, GovCIO, and future opportunities. An additional technology risk for GovCIO and our clients is utilizing, owning, and maintaining equipment that is surpassed by products that are more efficient and powerful. This has a monetary impact to GovCIO and our clients if equipment needs to be replaced sooner than anticipated.
Legal	Relevant, not included	GovCIO is subject to, and may become party to, a variety of legal issues (litigation, claims, suits, etc.) that may arise from time to time in the normal course of business. Given the services GovCIO provides, we believe it is highly unlikely that GovCIO will be included in any climate-related legal issues.
Market	Relevant, always included	Client requirements could change based on regulation or management priorities in a way that impact GovCIO business and revenues. For this reason, GovCIO needs to remain aware of emerging regulations and changing market conditions to meet client evolving/emerging requirements and/or expectations. Additionally, climate change is a market condition that may impact GovCIO's supply chain, specifically regarding availability and increased costs, and/or ability to provide continuous services. GovCIO also sees changing market conditions and evolving requirements as opportunities further incentivizing GovCIO to maintain knowledge of new technology, environmental impacts, and environmentally sound solutions.
Reputation	Relevant, not included	Perception that GovCIO is not a good steward of resources or harms the environment could be detrimental to GovCIO's business with our

		clients. Given the services GovCIO provides, we believe it is unlikely that GovCIO will experience climate-related reputational issues however reputational issues and risks are considered by the Audit committee.
Acute physical	Relevant, always included	Severe weather and natural disasters including severe storms, floods, excessive heat, fires, and other weather-related events, may impact GovCIO operations by damaging our facilities, disrupting services to our clients, or interrupting our supply chain. Temporary impacts to our business can affect our client’s programs and GovCIO revenues. Our ability to support many customers remotely may mitigate the physical impacts of climate-related risks, however we do have programs that require performance at client locations. GovCIO programs therefore seek to establish contingency plans that will allow for continued operations in the event of severe weather and/or natural disasters. Furthermore, GovCIO addresses these events when arranging for insurance with our insurance providers.
Chronic physical	Relevant, sometimes included	Climate-related impacts could occur from persistent weather patterns or results from long-term weather that threatens GovCIO operations and/or fulfillment of client requirements such as frequent severe storms, flooding, and availability/cost of power. Our ability to support many customers remotely may mitigate chronic physical impacts of climate-related risks, however we do have programs that require performance at client locations. GovCIO programs therefore seek to establish contingency plans that will allow for continued operations in the event of severe weather and/or natural disasters. Furthermore, GovCIO addresses these events when arranging for insurance with our insurance providers.

C2.3

(C2.3) Have you identified any inherent climate-related risks with the potential to have a substantive financial or strategic impact on your business?

No

C2.3b

(C2.3b) Why do you not consider your organization to be exposed to climate-related risks with the potential to have a substantive financial or strategic impact on your business?

	Primary reason	Please explain
Row 1	Risks exist, but none with potential to have a substantive financial or strategic impact on business	Because of the types of services generally provided by GovCIO, at this time we have not identified substantive financial or strategic risks to GovCIO’s business related to climate-related risks. Given that GovCIO leases facilities financial impacts to the company from climate-related risks are likely to be short-term associated with

		disruption of business related to frequency and severity of weather events but these are not likely to be a substantive financial risk to GovCIO.
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C2.4

(C2.4) Have you identified any climate-related opportunities with the potential to have a substantive financial or strategic impact on your business?

No

C2.4b

(C2.4b) Why do you not consider your organization to have climate-related opportunities?

	Primary reason	Please explain
Row 1	Not yet evaluated	Because of the types of services generally provided by GovCIO, at this time we have not identified substantive financial or strategic opportunities to GovCIO's business related to climate-related impacts. Given that GovCIO operates within tightly defined requirements for clients, climate-related opportunities are not perceived as substantive or short-term at this time.

C3. Business Strategy

C3.1

(C3.1) Does your organization's strategy include a climate transition plan that aligns with a 1.5°C world?

Row 1

Climate transition plan

No, and our strategy has not been influenced by climate-related risks and opportunities

Explain why climate-related risks and opportunities have not influenced your strategy

Because of the types of services generally provided by GovCIO, at this time we have not identified substantive financial or strategic risks or opportunities to GovCIO's business related to climate-related impacts. Given that GovCIO operates within tightly defined requirements for clients, climate-related risk or opportunities are not perceived as substantive or short-term at this time.

C3.2

(C3.2) Does your organization use climate-related scenario analysis to inform its strategy?

	Use of climate-related scenario analysis to inform strategy	Primary reason why your organization does not use climate-related scenario analysis to inform its strategy	Explain why your organization does not use climate-related scenario analysis to inform its strategy and any plans to use it in the future
Row 1	No, but we anticipate using qualitative and/or quantitative analysis in the next two years	Important but not an immediate priority	Because of the types of services generally provided by GovCIO, at this time we have not identified substantive financial or strategic risks or opportunities to GovCIO's business related to climate-related impacts and therefore have not engaged in climate-related scenario analysis. Given that GovCIO operates within tightly defined requirements for clients, climate-related risks or opportunities are not perceived as substantive or short-term at this time. GovCIO's ESG Committee may request a climate-related scenario analysis for risks and opportunities identified.

C3.5

(C3.5) 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
Row 1	No, and we do not plan to in the next two years

C4. Targets and performance

C4.1

(C4.1) Did you have an emissions target that was active in the reporting year?

No target

C4.1c

(C4.1c) Explain why you did not have an emissions target, and forecast how your emissions will change over the next five years.

	Primary reason	Five-year forecast	Please explain
Row 1	We are planning to	Because of the types of services generally provided by GovCIO and because GovCIO	Setting emissions targets is a very important medium and long-

	introduce a target in the next two years	has not identified substantive financial or strategic risks or opportunities to GovCIO's business related to climate-related impacts, GovCIO has not developed emissions forecast and target. The impacts of COVID greatly increased the number of employees working remotely significantly reducing GovCIO's need for and use of facilities and reducing employee commuting. Having performed the CO2e inventory associated for the 2023 report, GovCIO will bring the possibility of setting emissions forecast and targets to the ESG Committee for consideration. We anticipate updating our accounting methodology to better capture GHG relevant data, which we anticipate will enable us to set emissions targets within the next two years.	term goal, in order to set targets, we must first further understand our GHG emissions accounting and outputs, which is the short-term goal we must attain prior to setting emissions targets.
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C4.2

(C4.2) Did you have any other climate-related targets that were active in the reporting year?

No other climate-related targets

C4.3

(C4.3) 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.

No

C4.3d

(C4.3d) Why did you not have any emissions reduction initiatives active during the reporting year?

Because of the types of services generally provided by GovCIO, GovCIO has not identified substantive financial or strategic risks or opportunities to GovCIO's business related to climate-related impacts, and because GovCIO has not yet developed emissions forecast and target, GovCIO has not developed emissions reduction initiatives.

C4.5

(C4.5) Do you classify any of your existing goods and/or services as low-carbon products?

No

C5. Emissions methodology

C5.1

(C5.1) Is this your first year of reporting emissions data to CDP?

Yes

C5.2

(C5.2) Provide your base year and base year emissions.

Scope 1

Base year start

January 1, 2022

Base year end

December 31, 2022

Base year emissions (metric tons CO₂e)

2.3

Comment

Emissions calculated from fuel usage tracker kept by our Fayetteville, NC office where our two owned vehicles transport light goods to and from a client facility.

Scope 2 (location-based)

Base year start

January 1, 2022

Base year end

December 31, 2022

Base year emissions (metric tons CO₂e)

1,395.8

Comment

Average emissions factors for SRVC, ERCT, RFCE, FRCC eGRID subregions were used to estimate facility data for all offices. For remote office work and client offices, we used the Energy Information Administration (EIA) average residential kWh electricity / home / year value of 10,632 kWh with a 150 square foot home office estimate in a 2,100 square foot home to estimate values of all remote offices, client sites, and overseas offices as 5.0629 kWh / sq ft / yr. For all other physical office locations that GovCIO leases, we used the EPA calculation tool and applied that subregions kWh / sq ft / yr value.

Scope 2 (market-based)

Base year start

January 1, 2022

Base year end

December 31, 2022

Base year emissions (metric tons CO2e)

0

Comment

Our facility locations were not provided with supplier-specific data, therefore our GHG calculations are location-based estimates.

Scope 3 category 1: Purchased goods and services

Base year start

Base year end

Base year emissions (metric tons CO2e)

Comment

Scope 3 category 2: Capital goods

Base year start

January 1, 2022

Base year end

December 31, 2022

Base year emissions (metric tons CO2e)

77.5

Comment

At this time, GovCIO is able to account for new employees added to the company, which was 310 new employees in 2022. Therefore, we purchased approximately 310 new laptops, which we estimate at approximately 250kg CO2 / laptop based on our supplier's estimated carbon footprint for each laptop.

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

Base year start

Base year end

Base year emissions (metric tons CO2e)

Comment

Scope 3 category 4: Upstream transportation and distribution

Base year start

Base year end

Base year emissions (metric tons CO2e)

Comment

Scope 3 category 5: Waste generated in operations

Base year start

Base year end

Base year emissions (metric tons CO2e)

Comment

Scope 3 category 6: Business travel

Base year start

January 1, 2022

Base year end

December 31, 2022

Base year emissions (metric tons CO2e)

1,400.5

Comment

Based on our current reporting system and methods, we elected to randomly sample our expense report data from 2022 and use the sample to extrapolate our findings.

Scope 3 category 7: Employee commuting

Base year start

January 1, 2022

Base year end

December 31, 2022

Base year emissions (metric tons CO2e)

2,590.7

Comment

Our base year 2022 data is limited to employee office location data, and in the case of many client offices, this information is incomplete. Since GovCIO's workforce is dispersed across the US and well represented, we used Census Data and BTS government data to make assumptions about commute mode of transportation, which we also distributed across our collected employee data:

<https://www.census.gov/newsroom/press-releases/2021/public-transportation-commuters.html> and <https://www.bts.gov/content/commute-mode-share-2015>.

Additionally, we researched available data to best capture average daily commute length to and from work, which we have assumed to be 22 miles/day based on the most viable source of data which was from a 2003 study that was cited most recently in 2012 by BTS: 2012 US DOT, Bureau of Transportation Statistics; 1. U.S. Department of Housing and Urban Development and U.S. Department of Commerce, U.S. Census Bureau, American Housing Survey for the United States, H150 (Washington, DC: Biennial issues). We feel confident using 22 miles roundtrip for our commute estimate, since BTS notes little change in commuting distance over the years in the 2012 report, with median distance at about the same as it was in 1993.

Scope 3 category 8: Upstream leased assets

Base year start

Base year end

Base year emissions (metric tons CO2e)

Comment

Scope 3 category 9: Downstream transportation and distribution

Base year start

Base year end

Base year emissions (metric tons CO2e)

Comment

Scope 3 category 10: Processing of sold products

Base year start

Base year end

Base year emissions (metric tons CO₂e)

Comment

Scope 3 category 11: Use of sold products

Base year start

Base year end

Base year emissions (metric tons CO₂e)

Comment

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

Base year start

Base year end

Base year emissions (metric tons CO₂e)

Comment

Scope 3 category 13: Downstream leased assets

Base year start

Base year end

Base year emissions (metric tons CO₂e)

Comment

Scope 3 category 14: Franchises

Base year start

Base year end

Base year emissions (metric tons CO₂e)

Comment

Scope 3 category 15: Investments

Base year start

Base year end

Base year emissions (metric tons CO₂e)

Comment

Scope 3: Other (upstream)

Base year start

Base year end

Base year emissions (metric tons CO₂e)

Comment

Scope 3: Other (downstream)

Base year start

Base year end

Base year emissions (metric tons CO₂e)

Comment

C5.3

(C5.3) Select the name of the standard, protocol, or methodology you have used to collect activity data and calculate emissions.

Energy Information Administration 1605(b)

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

The Greenhouse Gas Protocol: Corporate Value Chain (Scope 3) Standard

US EPA Center for Corporate Climate Leadership: Indirect Emissions From Purchased Electricity

US EPA Center for Corporate Climate Leadership: Direct Emissions from Mobile Combustion Sources

US EPA Emissions & Generation Resource Integrated Database (eGRID)

C6. Emissions data

C6.1

(C6.1) What were your organization's gross global Scope 1 emissions in metric tons CO₂e?

Reporting year

Gross global Scope 1 emissions (metric tons CO₂e)

2.3

Comment

GovCIO owns two vehicles in Fayetteville, NC which are used to deliver light loads back and forth between a client.

C6.2

(C6.2) Describe your organization's approach to reporting Scope 2 emissions.

Row 1

Scope 2, location-based

We are reporting a Scope 2, location-based figure

Scope 2, market-based

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

Comment

GovCIO's facilities are leased from third parties or owned and operated by our clients. GovCIO currently does not have access to emissions factors from utility companies. GovCIO's facility team will work with landlords and property managers to seek opportunities by which utility information may be made available to allow GovCIO to better collect and monitor this information in the future.

C6.3

(C6.3) What were your organization's gross global Scope 2 emissions in metric tons CO₂e?

Reporting year

Scope 2, location-based

1,395.8

Comment

Average emissions factors for SRVC, ERCT, RFCE, FRCC eGRID subregions were used to estimate facility data for all offices. For remote office work and client offices, we used the Energy Information Administration (EIA) average residential kWh electricity / home / year value of 10,632 kWh with a 150 square foot home office estimated in a 2,100 square foot home to estimate values of all remote offices, client sites, and overseas offices as 5.0629 kWh / sq ft / yr. For all other physical office locations that GovCIO leases, we used the EPA calculation tool and applied the provided subregions kWh / sq ft / yr value.

C6.4

(C6.4) 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?

No

C6.5

(C6.5) Account for your organization's gross global Scope 3 emissions, disclosing and explaining any exclusions.

Purchased goods and services

Evaluation status

Not relevant, explanation provided

Please explain

GovCIO does not purchase tangible goods or services that would be considered cradle-to-grave.

Capital goods

Evaluation status

Relevant, calculated

Emissions in reporting year (metric tons CO₂e)

77.5

Emissions calculation methodology

Asset-specific method

Percentage of emissions calculated using data obtained from suppliers or value chain partners

100

Please explain

Our laptop supplier estimates the carbon footprint of each laptop in the series that our company typically purchases has a carbon footprint between 199-299 kg CO₂ (we used 250kg CO₂ in our calculations/laptop). Since GovCIO purchases the laptop for use and uses those laptops to produce our services as a consultant, we are accounting for the CO₂ emissions of new company laptops in this calculation. We may consider this estimate more relevant under a different category (1 or 2) as we become more familiar with CDP and most appropriate manner to show our use, but felt that Scope 3 was the most appropriate with our current interpretation and omitted from category 1 and 2 to avoid double-counting.

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

Evaluation status

Not relevant, explanation provided

Please explain

We have provided fuel-and-energy-related emissions in Scope 1 and 2 using the best data available as we work to prepare for the future by working with partners and clients to find more comprehensive data to understand our GHG emissions moving forward. We have not identified fuel-and-energy-related activities outside of scope 1 and 2 at time of submission.

Upstream transportation and distribution

Evaluation status

Not relevant, explanation provided

Please explain

Our current understanding of this category leads us to believe that it is not applicable to GovCIO's business or business model.

Waste generated in operations

Evaluation status

Not relevant, explanation provided

Please explain

At this time, we do not feel confident making assumptions about our waste figures as disposal of waste is covered in our leases but will work to better understand the nature of this question as it applies to our business model.

Business travel**Evaluation status**

Relevant, calculated

Emissions in reporting year (metric tons CO₂e)

1,400.5

Emissions calculation methodology

Supplier-specific method
 Hybrid method
 Average data method
 Spend-based method
 Fuel-based method
 Distance-based method

Percentage of emissions calculated using data obtained from suppliers or value chain partners

99

Please explain

We calculated Business Travel emissions for air travel, taxi/Uber/Lyft, rental car, and personally owned vehicle (POV) mileage using the best available data and several assumption and calculation methodologies. Due to our current reporting system, we used a randomized and representative sample of our company's travel expense reports to manually extract raw data which was then refined. GovCIO tracks business travel through expense reports and several travel trackers. The sum of these trips was determined, and the sample size was applied to all trips. Hotel stays were not included in our calculation.

We used the following methodology to make assumptions and calculations of our data sample that we then expanded to meet the total sum of employee trips from the representative sample and then entered those values into the EPA's Simplified GHG Emissions Calculator Tool:

-Air travel emissions were calculated by determining flight segment lengths for each expense report, then inputting the passenger miles into the short, medium, or long-haul categorization into the EPA tool once the sample was expanded for all GovCIO trips. Since only some airlines provided GHG or mileage data, we used flight mileage estimators to determine flight segments, backchecking the data against known values to ensure accuracy.

-POV vehicular mileage was calculated by summing the employee provided trip mileage

from each expense report in the sample and then inputting it into the EPA tool after extrapolating.

-Rental Car vehicular mileage was not reliably provided on all receipts, so we used available information to make assumptions for trips with missing information using data such as gallons of gas purchased or price per mile average within our sample size to estimate the mileage on receipts/trips where this data was omitted.

-Taxi mileage was estimated by evaluating global average prices per mile in 2022 in areas in which our company operates. We felt that by applying a \$2.50/mile factor that our estimate would not under-estimate our company's GHG emissions. This determined mileage was then entered into the EPA tool.

Employee commuting

Evaluation status

Relevant, calculated

Emissions in reporting year (metric tons CO₂e)

2,590.7

Emissions calculation methodology

Average data method

Percentage of emissions calculated using data obtained from suppliers or value chain partners

0

Please explain

We anticipate creating a voluntary survey for employees to complete for sampling our workforce for more accurate representation of our commuting statistics for future reports. Currently, the data we have available is the number of employees working remotely and the number of employees working from GovCIO offices and from our client's offices. At this time, we have also identified that we will need a better method for tracking employees commuting to client offices vs employees traveling to company offices as part of typical business travel from a different city. For these reasons, all employees currently listed as working from client sites are being counted against GovCIO emissions under this category.

We combined employee office data and average data from several credible sources to make assumptions for average commute length, commute modes, and commute mode shares to convert employees commuting into GHGs. Remote employees were not included in this calculation, although their electricity use is captured under Scope 2.

We estimated our commuting emissions by determining that after removing paid time off, weekend, and holidays off, with assumption of additional days out of the office, our employees working non-remotely commuted 235 days per year. For averages on commute mode share, commute mode type, and average commute length, we referenced the following resources for values used in calculations.

-BTS.gov (Bureau of Transportation Statistics)

-Census.gov

-2012 US DOT, Bureau of Transportation Statistics; 1. U.S. Department of Housing and Urban Development and U.S. Department of Commerce, U.S. Census Bureau, American Housing Survey for the United States, H150 (Washington, DC: Biennial issues)

After using average methods to obtain total employee commute mileage, we entered the mileage data into the EPA's Simplified Emissions Calculator.

Upstream leased assets

Evaluation status

Not relevant, explanation provided

Please explain

GovCIO leases its office spaces. Emissions associated with energy use is contained under Scope 2 emissions.

Downstream transportation and distribution

Evaluation status

Not relevant, explanation provided

Please explain

GovCIO provides Information Technology (IT) support services to US Government clients, generally at client locations. As such we do not sell or transport any products as part of our business. The minimal amount of transportation services that we do perform is captured under Scope 1 with our two company vehicles.

Processing of sold products

Evaluation status

Not relevant, explanation provided

Please explain

GovCIO provides Information Technology (IT) support services to US Government clients, generally at client locations. As such we do not sell or transport any products as part of our business.

Use of sold products

Evaluation status

Not relevant, explanation provided

Please explain

GovCIO provides Information Technology (IT) support services to US Government clients, generally at client locations. As such we do not sell or transport any products as part of our business.

End of life treatment of sold products

Evaluation status

Not relevant, explanation provided

Please explain

GovCIO provides Information Technology (IT) support services to US Government clients, generally at client locations. As such we do not provide end-of-life services or treatments for any sold products as part of our business.

Downstream leased assets

Evaluation status

Not relevant, explanation provided

Please explain

Downstream leased assets have not been identified with this year's submission, and as such are assumed to be minimal at most, and inconsequential to any structure changes that would be considered in an attempt to lower GHG emissions in the coming years.

Franchises

Evaluation status

Not relevant, explanation provided

Please explain

GovCIO does not own franchises.

Investments

Evaluation status

Not relevant, explanation provided

Please explain

Current identified investments do not elevate this category to a material emissions source.

Other (upstream)

Evaluation status

Not relevant, explanation provided

Please explain

We have accounted for upstream Scope 3 emissions under other responses.

Other (downstream)

Evaluation status

Not relevant, explanation provided

Please explain

We have accounted for downstream Scope 3 emissions under other responses.

C6.7

(C6.7) Are carbon dioxide emissions from biogenic carbon relevant to your organization?

No

C6.10

(C6.10) 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.

Intensity figure

0.0000016628

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

1,398.1

Metric denominator

unit total revenue

Metric denominator: Unit total

840,800,000

Scope 2 figure used

Location-based

% change from previous year

Direction of change

Reason(s) for change

Other, please specify

We did not calculate GHGs for 2021 as this is our first reporting year.

Please explain

C7. Emissions breakdowns

C7.1

(C7.1) Does your organization break down its Scope 1 emissions by greenhouse gas type?

No

C7.2

(C7.2) Break down your total gross global Scope 1 emissions by country/area/region.

Country/area/region	Scope 1 emissions (metric tons CO2e)
United States of America	2.3

C7.3

(C7.3) Indicate which gross global Scope 1 emissions breakdowns you are able to provide.

By activity

C7.3c

(C7.3c) Break down your total gross global Scope 1 emissions by business activity.

Activity	Scope 1 emissions (metric tons CO2e)
Mobile Combustion	2.3

C7.5

(C7.5) Break down your total gross global Scope 2 emissions by country/area/region.

Country/area/region	Scope 2, location-based (metric tons CO2e)	Scope 2, market-based (metric tons CO2e)
United States of America D ¹	1,395.8	

D¹Due to our current reporting methodology, we were unable to break down our scope 2 emissions by global region, therefore, all "other client" sites were assumed to be calculated in the United States.

C7.6

(C7.6) Indicate which gross global Scope 2 emissions breakdowns you are able to provide.

By activity

C7.6c

(C7.6c) 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)
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Purchased Electricity Usage	1,395.8	
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C7.7

(C7.7) Is your organization able to break down your emissions data for any of the subsidiaries included in your CDP response?

No

C7.9

(C7.9) How do your gross global emissions (Scope 1 and 2 combined) for the reporting year compare to those of the previous reporting year?

This is our first year of reporting, so we cannot compare to last year

C8. Energy

C8.1

(C8.1) What percentage of your total operational spend in the reporting year was on energy?

More than 0% but less than or equal to 5%

C8.2

(C8.2) 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)	No
Consumption of purchased or acquired electricity	Yes
Consumption of purchased or acquired heat	No
Consumption of purchased or acquired steam	No
Consumption of purchased or acquired cooling	No
Generation of electricity, heat, steam, or cooling	No

C8.2a

(C8.2a) Report your organization’s energy consumption totals (excluding feedstocks) in MWh.

	MWh from renewable sources	MWh from non-renewable sources	Total (renewable and non-renewable) MWh
Consumption of purchased or acquired electricity			4,605.6
Total energy consumption			4,605.6

C8.2g

(C8.2g) Provide a breakdown by country/area of your non-fuel energy consumption in the reporting year.

Country/area

United States of America

Consumption of purchased electricity (MWh)

4,605.6

Consumption of self-generated electricity (MWh)

0

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

0

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

0

Total non-fuel energy consumption (MWh) [Auto-calculated]

4,605.6

C9. Additional metrics

C9.1

(C9.1) Provide any additional climate-related metrics relevant to your business.

C10. Verification

C10.1

(C10.1) Indicate the verification/assurance status that applies to your reported emissions.

	Verification/assurance status
Scope 1	No third-party verification or assurance
Scope 2 (location-based or market-based)	No third-party verification or assurance
Scope 3	No third-party verification or assurance

C10.2

(C10.2) Do you verify any climate-related information reported in your CDP disclosure other than the emissions figures reported in C6.1, C6.3, and C6.5?

No, we are waiting for more mature verification standards and/or processes

C11. Carbon pricing

C11.1

(C11.1) Are any of your operations or activities regulated by a carbon pricing system (i.e. ETS, Cap & Trade or Carbon Tax)?

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

C11.2

(C11.2) Has your organization canceled any project-based carbon credits within the reporting year?

No

C11.3

(C11.3) Does your organization use an internal price on carbon?

No, and we do not currently anticipate doing so in the next two years

C12. Engagement

C12.1

(C12.1) Do you engage with your value chain on climate-related issues?

No, we do not engage

C12.1e

(C12.1e) Why do you not engage with any elements of your value chain on climate-related issues, and what are your plans to do so in the future?

Because of the services provided, GovCIO has not engaged in strategy with other partners in the value chain for climate-related issues except maybe on a contract/task order specific engagement. GovCIO will consider solutions to assist our clients in complying with existing and emerging regulation and may develop solutions and offerings to help our clients meet merging regulation and/or changing client preferences for climate-related friendly solutions.

C12.2

(C12.2) Do your suppliers have to meet climate-related requirements as part of your organization's purchasing process?

No, but we plan to introduce climate-related requirements within the next two years

C12.3

(C12.3) Does your organization engage in activities that could either directly or indirectly influence policy, law, or regulation that may impact the climate?

Row 1

External engagement activities that could directly or indirectly influence policy, law, or regulation that may impact the climate

Not assessed

Does your organization have a public commitment or position statement to conduct your engagement activities in line with the goals of the Paris Agreement?

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

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

GovCIO will establish external engagement activities when climate commitments and/or a climate transition plan is established.

C12.4

(C12.4) Have you published information about your organization's response to climate change and GHG emissions performance for this reporting year in places other than in your CDP response? If so, please attach the publication(s).

Publication

No publications with information about our response to climate-related issues and GHG emissions performance

Status

Attach the document

Page/Section reference

Content elements

Comment

C12.5

(C12.5) Indicate the collaborative frameworks, initiatives and/or commitments related to environmental issues for which you are a signatory/member.

Environmental collaborative framework, initiative and/or commitment	
Row 1	We are not a signatory/member of any collaborative framework, initiative and/or commitment related to environmental issues

C15. Biodiversity

C15.1

(C15.1) Is there board-level oversight and/or executive management-level responsibility for biodiversity-related issues within your organization?

Board-level oversight and/or executive management-level responsibility for biodiversity-related issues	
Row 1	No, and we do not plan to have both within the next two years

C15.2

(C15.2) Has your organization made a public commitment and/or endorsed any initiatives related to biodiversity?

Indicate whether your organization made a public commitment or endorsed any initiatives related to biodiversity	
Row 1	No, and we do not plan to do so within the next 2 years

C15.3

(C15.3) Does your organization assess the impacts and dependencies of its value chain on biodiversity?

Impacts on biodiversity

Indicate whether your organization undertakes this type of assessment

No and we don't plan to within the next two years

Dependencies on biodiversity

Indicate whether your organization undertakes this type of assessment

No and we don't plan to within the next two years

C15.4

(C15.4) Does your organization have activities located in or near to biodiversity-sensitive areas in the reporting year?

No

C15.5

(C15.5) What actions has your organization taken in the reporting year to progress your biodiversity-related commitments?

	Have you taken any actions in the reporting period to progress your biodiversity-related commitments?
Row 1	No, and we do not plan to undertake any biodiversity-related actions

C15.6

(C15.6) Does your organization use biodiversity indicators to monitor performance across its activities?

	Does your organization use indicators to monitor biodiversity performance?	Indicators used to monitor biodiversity performance
Row 1	No	

C15.7

(C15.7) Have you published information about your organization's response to biodiversity-related issues for this reporting year in places other than in your CDP response? If so, please attach the publication(s).

Report type	Content elements	Attach the document and indicate where in the document the relevant biodiversity information is located

No publications		
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C16. Signoff

C-FI

(C-FI) 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.

C16.1

(C16.1) Provide details for the person that has signed off (approved) your CDP climate change response.

	Job title	Corresponding job category
Row 1	Senior Vice President, Contracts	Other, please specify Senior Vice President, Contracts

SC. Supply chain module

SC0.0

(SC0.0) If you would like to do so, please provide a separate introduction to this module.

SC0.1

(SC0.1) What is your company's annual revenue for the stated reporting period?

	Annual Revenue
Row 1	840,800,000

SC1.1

(SC1.1) Allocate your emissions to your customers listed below according to the goods or services you have sold them in this reporting period.

Requesting member

U.S. General Services Administration - OMB ICR #3090-0319

Scope of emissions

Scope 2

Scope 2 accounting method

Location-based

Scope 3 category(ies)

Allocation level

Company wide

Allocation level detail

Emissions in metric tonnes of CO₂e

609.96

Uncertainty (±%)

25

Major sources of emissions

Average emissions factors for SRVC, ERCT, RFCE, FRCC eGRID subregions were used to estimate facility data for all offices. For remote office work and client offices, we used the Energy Information Administration (EIA) average residential kWh electricity / home / year value of 10,632 kWh with a 150 square foot home office estimate in a 2,100 square foot home to estimate values of all remote offices, client sites, and overseas offices as 5.0629 kWh / sq ft / yr. For all other physical office locations that GovCIO leases, we used the EPA calculation tool and applied that subregions kWh / sq ft / yr value.

Verified

No

Allocation method

Allocation based on the market value of products purchased

Market value or quantity of goods/services supplied to the requesting member

367,086,402

Unit for market value or quantity of goods/services supplied

Currency

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

For Scope 2 and 3, GovCIO allocated CO₂e to GSA based on revenue received from GSA contracts compared to all revenue in 2022. This is a broad estimate so is limited in that specific calculations were not made based on contract-related activities. Scope 1 was not allocated to customer because the CO₂e were not related to customer contracts.

Requesting member

Scope of emissions

Scope 3

Scope 2 accounting method

Scope 3 category(ies)

Category 2: Capital goods

Category 6: Business travel

Category 7: Employee commuting

Allocation level

Company wide

Allocation level detail

Emissions in metric tonnes of CO₂e

1,778.03

Uncertainty (±%)

25

Major sources of emissions

Scope 3 emissions are subsets of our overall Category 2 (purchases of laptops), Category 6 (business travel), and Category 7 (employee commuting) emissions.

Verified

No

Allocation method

Allocation based on the market value of products purchased

Market value or quantity of goods/services supplied to the requesting member

367,086,402

Unit for market value or quantity of goods/services supplied

Currency

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

GovCIO allocated CO₂e to GSA based on revenue received from GSA contracts compared to all revenue in 2022. This is a broad estimate so is limited in that specific calculations were not made based on contract-related activities.

SC1.2

(SC1.2) Where published information has been used in completing SC1.1, please provide a reference(s).

See comments in C5.2.

SC1.3

(SC1.3) What are the challenges in allocating emissions to different customers, and what would help you to overcome these challenges?

Allocation challenges	Please explain what would help you overcome these challenges
Customer base is too large and diverse to accurately track emissions to the customer level	Given the type of services sold by GovCIO, calculation of emissions on a customer basis would take considerable resources to collect and allocate data.

SC1.4

(SC1.4) Do you plan to develop your capabilities to allocate emissions to your customers in the future?

Yes

SC1.4a

(SC1.4a) Describe how you plan to develop your capabilities.

GovCIO will determine the best method(s) to allocate emissions to customers for future reports, possibly using hour data given the type of services delivered.

SC2.1

(SC2.1) Please propose any mutually beneficial climate-related projects you could collaborate on with specific CDP Supply Chain members.

SC2.2

(SC2.2) Have requests or initiatives by CDP Supply Chain members prompted your organization to take organizational-level emissions reduction initiatives?

No

SC4.1

(SC4.1) Are you providing product level data for your organization's goods or services?

No, I am not providing data



Submit your response

In which language are you submitting your response?

English

Please confirm how your response should be handled by CDP

	I understand that my response will be shared with all requesting stakeholders	Response permission
Please select your submission options	Yes	

Please confirm below