

# Greenhouse gas emissions recalculation policy

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## Introduction

To ensure we accurately track progress towards our greenhouse gas (GHG) emission targets sometimes we need to adjust our base-year and subsequent year calculations. This happens when one of the following changes occur and it has a significant impact on our GHG emissions inventory:

— Structural changes

- Structural changes include acquisitions, divestures, mergers insourcing and outsourcing. Organic changes to the organisation do not trigger a recalculation or an update of the base-year.

— Methodology changes

- Methodology changes include access to improved data, updated assumptions, or calculation methods. This also covers updates in emission factors, where the update is not related to an actual change in conditions, such as annual updates of electricity grids emissions factors.

— Errors or other changes

- Recalculation will also be triggered by the discovery of a significant or cumulatively significant errors.

— Significance threshold and approach to recalculation

- For scope 1 and 2 emissions, a combined emissions increase or decrease of over 5% triggers a recalculation .
- For scope 3 emissions an increase or decrease of over 5% triggers a recalculation.
- We may also choose to recalculate our baseline for changes below this threshold.

## Adjustment timing and publication

All adjustments and recalculations will be published in our annual sustainability reporting. If the changes and/or errors are significant enough to impact our own or external parties' decision making, we will publish the update as quickly as is practically possible.

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