



Climate Action
Accelerator

Avec la
participation
de



Overcoming data collection challenges:

Getting started with limited data, navigating data gaps, sector insights and peer experience sharing



Climate Action
Accelerator

HCC Technical session



Thursday 9 July 2026 | 10:00 CET



Online on Teams

Practical information

PROGRAMME

- 10:00 | Welcome & Introduction
- 10:05 | Decarbonisation journey & data collection
- 10:10 | Data collection process & support tools
- 10:20 | Dealing with data gaps
- 10:30 | Common challenges
- 10:35 | HCC demo: tabs "Data" & "PBI"
- 10:40 | Q&A / peer exchange
- 10:55 | Wrap up & final remarks

- This webinar is **recorded** and will be made available on **replay** on our website and YouTube channel
- **Your audio and video is off by default**
- To ask a question, please **write in the Q&A** section. The moderator will read out questions during the Q&A session



Who we are

The **Climate Action Accelerator** is a non-profit initiative based in Geneva that aims to mobilise a critical mass of high-social trust organisations around the world to scale up implementation of climate solutions within planetary boundaries, keep global warming below 2°C and avoid the risk of dangerous drift.

The goal is to help move the aid, health and higher education sectors towards greater resilience and a radical transformation of their practices, pursuing emission reduction targets and a 'net zero' trajectory, in line with the Paris Agreement.



AID



HEALTH



HIGHER EDUCATION
& RESEARCH

Our pillars

EMPOWER

Empower organisations to reduce their emissions by 2030 and prepare for greater resilience through a hub of expertise and resources.

CHAMPION

Transform them into ambassadors of change within their networks, capable of influencing their peers.

COMMUNITY

Build a global community of action, sharing climate solutions as a universal common good, to scale up their deployment.



Our 43 partners



ব্রেকিং দ্য সাইলেন্স



Todays' speakers



Juan Galvez

Independent Consultant
for The Climate Action
Accelerator



Quentin Roques

Climate Analytics Officer,
Climate Action Accelerator

Humanitarian Carbon Calculator

WEBINAR & TECHNICAL SESSIONS 2026

Block 1:
Foundational webinars

Block 2:
Practical onboarding

Block 3:
Technical sessions

What's new
for the HCC?

26 Feb

Calculator
walkthrough

11 Jun

Emission factor
database update

17 Sep

Baseline
recalculations

15 Oct

5 & 7 May

Greening cash &
voucher assistance

9 Jul

Data collection
challenges

1 Oct

Emissions funding
implementing partners



Use this
QR code
to register





Quick poll

Which **data collection challenges** have the biggest impact on your carbon accounting journey?

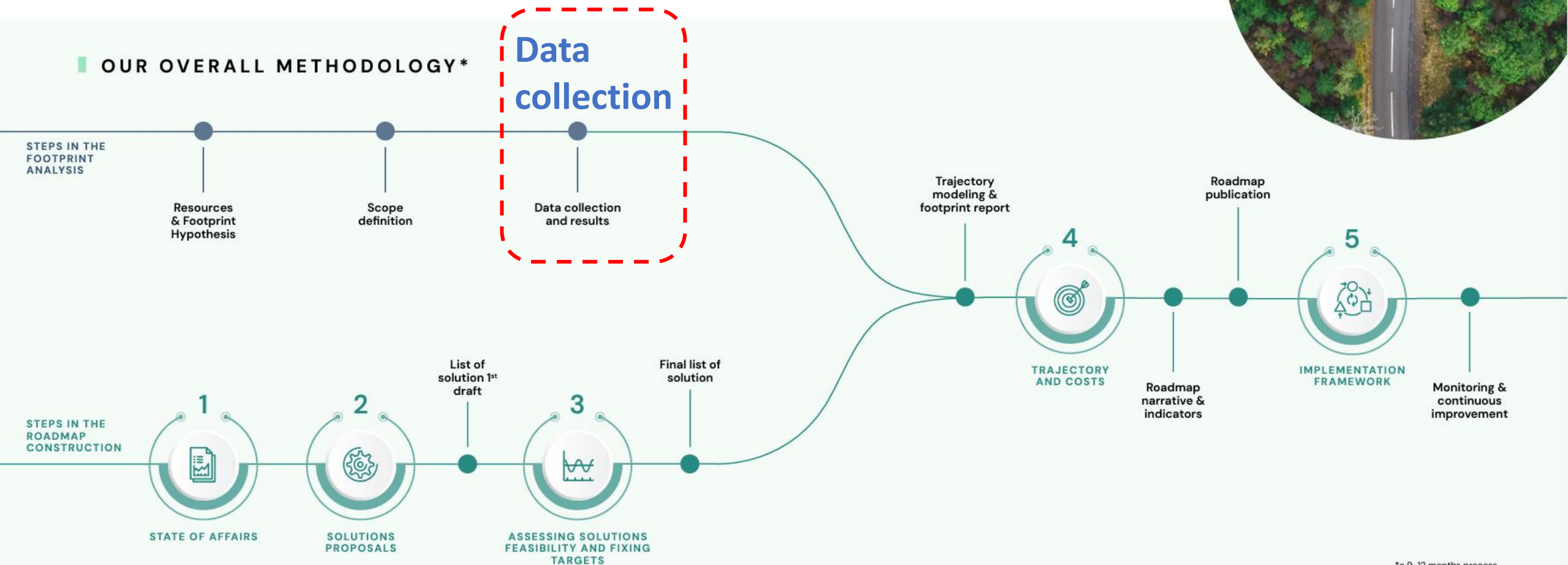
Rank the options in the pop-up window
from most challenging (Top)
to least challenging (Bottom)

most challenging

least challenging

Where does carbon footprinting fit?

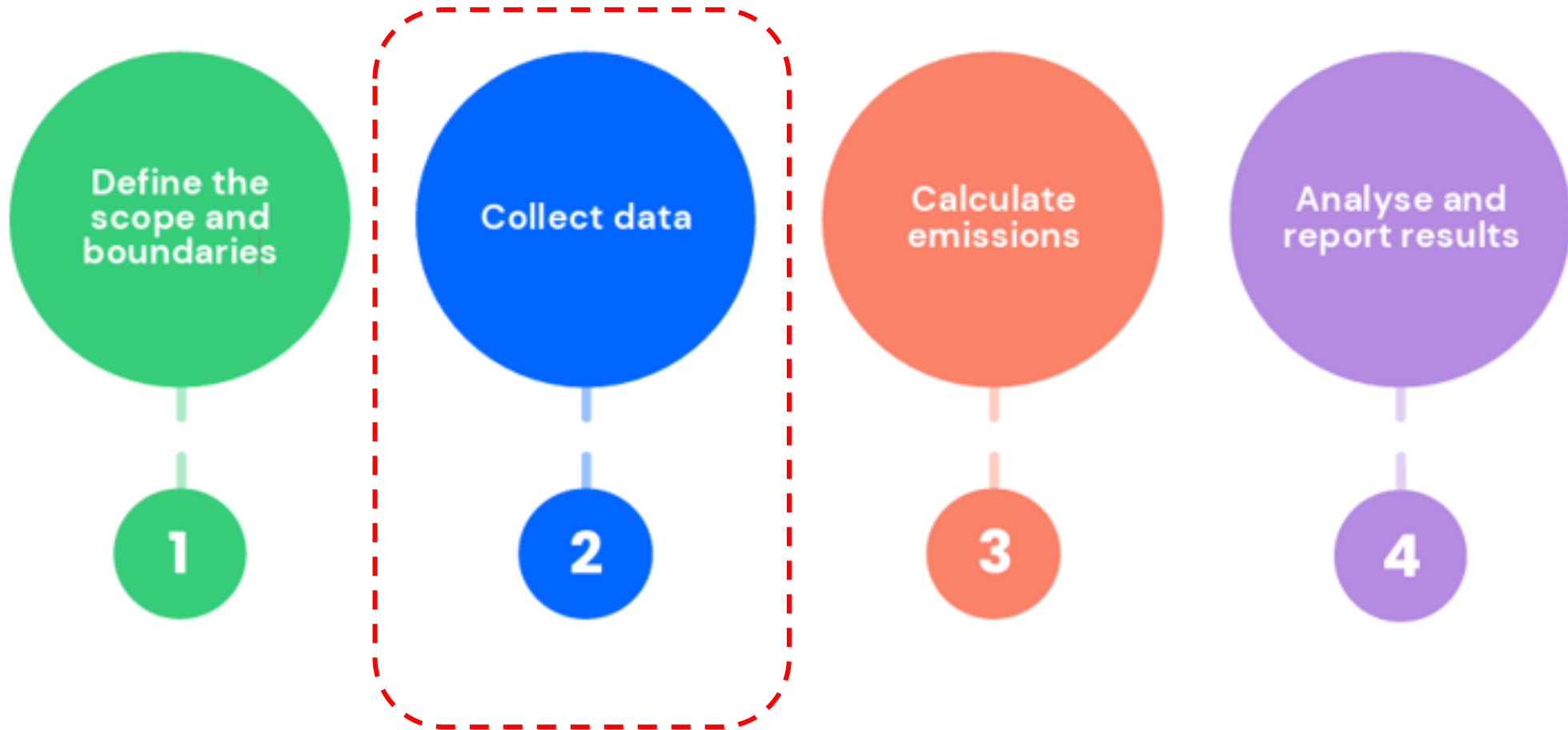
Decarbonisation roadmap design



*a 9-12 months process

THE FOUR METHODOLOGICAL STAGES

WHAT IS THE PROCESS OF A CARBON FOOTPRINT?



Today's session

*The calculator (HCC)
Last HCC webinar*

Recap : How should you start collecting data?

3 first critical steps
to get right, **before any data collection or HCC calculation**

01

Define Your Why

Why is your organisation starting to measure GHG emissions?

02

Build a Steering Committee

Who should be involved and informed throughout the process?

03

Define the Right Perimeter

How to set boundaries that are complete, strategic & manageable?



Two tools available to guide you



Step-by-step processes to define the scope (perimeter), **collecting the necessary data**, and producing a carbon footprint report

[Link](#)



ANNEX 2
GHG CALCULATION SHEETS

ANNEX 4
PERIMETER DECISION TREE

Data collection tracking tool



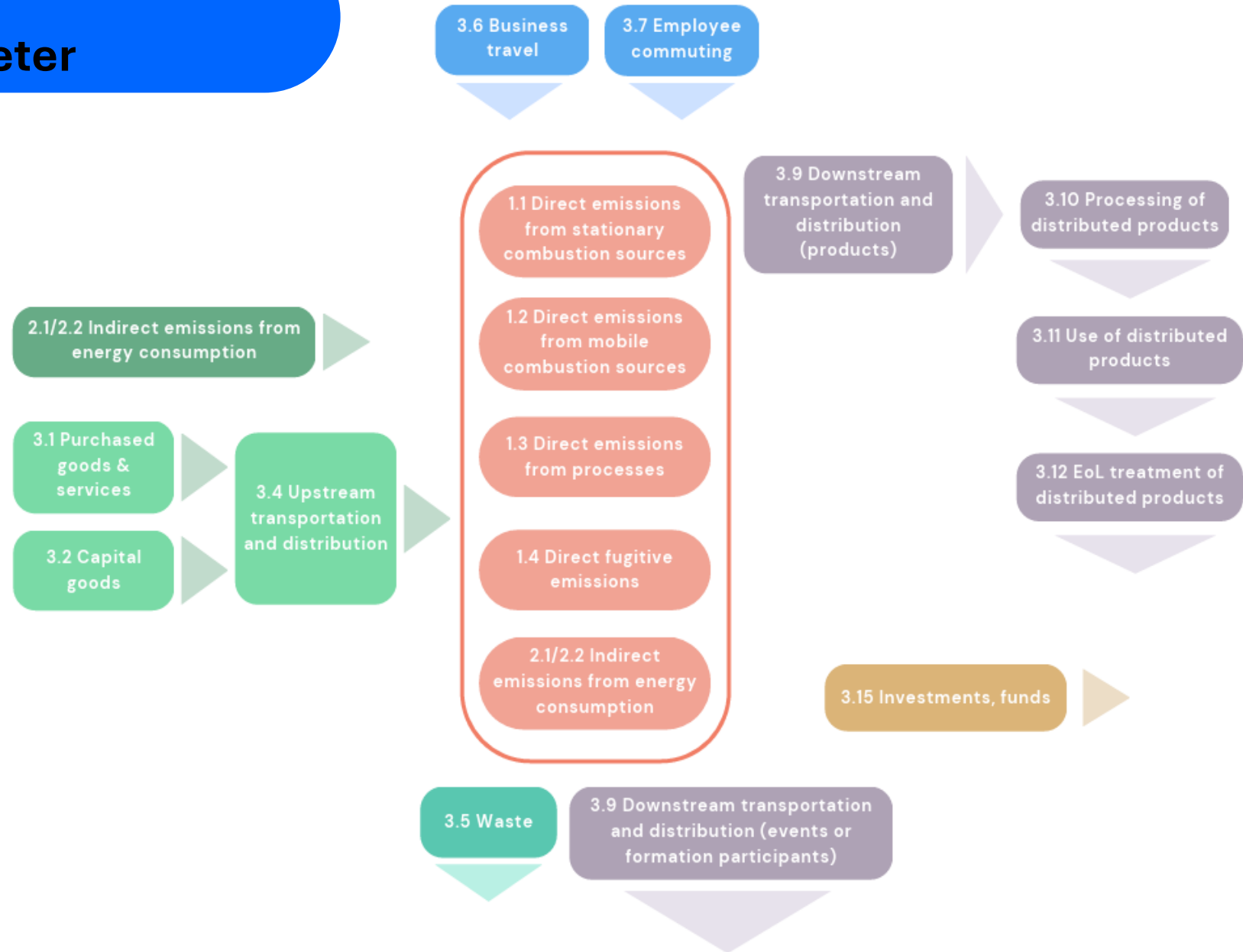
Perimeter table

- Map data categories
- Plan data sources and data owners
- Track data collection progress

[Link](#)



GHG Categories -> operational perimeter



Start with your operational perimeter, category by category

For every category included in your footprint, two things to work out first:

1



Data needed

What activity data does this category require to calculate its footprint?



Data type

The toolkit lists, for every category, the possible types of activity data you could use.

2

Then: understand for this category what are the data easily accessible in your organisation?
(Some data points are already used by other teams)

3



Data collected



Data gap identified



Operational table

	A	B	C	D	E	F	G	H	I	J
1	Organisational perimeter									
2										
3	Scoping the baseline				Data collection plan					
4	GHG Categories	Sub-category	In scope	Explanation of inclusion in scope	Data needed	Data type	Data source	Person to contact for data collection	Person in charge of data collection	Dead line for data collection
5	1.1 Direct emissions from stationary combustion sources		Yes		Fuel consumed by boilers, generators, heaters and other combustion equipment used for energy or production purposes.	[5★] Fuel consumption statement by type (diesel, gasoline, natural gas, kerosene) in litres or kWh [4★] Statement of generator operating hours or m² heated [2★] Statement of fuel consumption in €/€ by type [1★] Number and type of generators and buildings				
6	1.2 Direct emissions from mobile combustion sources		Yes		Fuel consumed by vehicles, engines and equipment owned or operated by the organisation while moving from one place to another (road transport, off-road vehicles, distribution trucks).	[5★] Statement of vehicle fuel consumption by type (diesel, gasoline) in litres [4★] Vehicle mileage log by vehicle type (sedan, 4x4, utility) [2★] Statement of vehicle consumption in €/€ with country dieselization rate [1★] Number of vehicles by type				



What “data needed” looks like for business travel

1



Transport / Flights

Route details (routing, class), total km, or financial data



Hotels

Number of nights, hotel class, country, or total cost



Local transport & meals

Number of meal, km by taxi, or financial data

2

Next step

Ask your admin or travel team, or simply your travel agency, what data they already have available.



When several data types are available:

1

Rank by quality

If a category has several available data types, refer to the **carbon footprinting toolkit's** ranking of activity data types by quality.

2

Prefer physical data

Physical data (litres of fuel, km flown, nights stayed) **generally outranks** financial data.

3

Keep financial data too

If you also have financial data, keep it: it's useful for **consolidation** later on.



3.6.1 Business travel (transport)

Definition: Emissions linked to the transport for business travel are classified in Scope 3 category « 3.1 Business travel », represent the GHG generated by the transportation of employees for business purposes, excluding commuting. These activities encompass a wide range of modes of transport, including air, rail, car rental and the use of personal vehicles for business purposes.

Data sources to be used

- ★★★★★ : Record of transportation: tickets purchased (plane, train, bus, boat, cab) and car journeys.
- ★★☆☆☆ : Record of transport expenses
- ☆☆☆☆☆ : No data available



Physical vs Financial data

Use for initial hot spot identification

Activity data emission factors

- ✓ direct measure of resource consumption
- ✓ more accurate

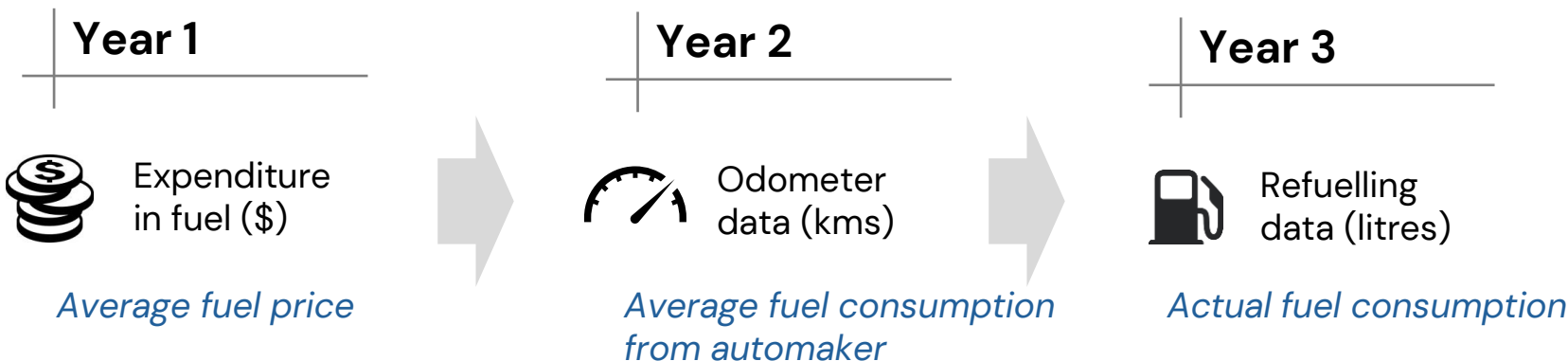
Monetary emission factors

- ✗ financial proxies
- ✗ fluctuate with inflation, currency and supplier pricing
- ✓ Spend data more available

Gradually replace
(for top priority categories)

Use only if
unavoidable

Example



Check the path to footprint quickly

- **Understand the process**

Based on your data type, follow the calculation process described in the toolkit.

- **Check emission factors**

Confirm the relevant emission factors are available in the HCC database.

- **Look at the raw data early**

Take a first look to verify it actually contains everything you'll need.

Why early? Data collection is the longest step in the whole process, so catching a gap sooner leaves more time to fix it.



Example

Checking travel agency data before you calculate

Say your travel agency sends you a file. Before calculating anything, check it has:



Travel class



**Departure & arrival
airports**



Routing with layovers



**A format you
understand**

Any doubt or unclear formatting? Flag it straight away, the earlier the better.



Calculating example in the toolkit

ANNEX 2 GHG CALCULATION SHEETS

Toolkit | Carbon footprinting

Data processing

	Case n°1	Case n°2	Case n°3
Description	Detailed transport statements	Transport expenses are available	No data available
Process	<ol style="list-style-type: none"> 1. Separate trips by mode of transport. 2. If possible, separate trips by class, train type or car model. 3. Use the emission factor associated with each mode of transport according to class and/or train/car model (kgCO₂e/pers/km). 	<ol style="list-style-type: none"> 1. Separate trips by mode of transport. 2. Estimate the number of km using financial data and cost/km estimates for each means of transport (see average price table in appendix). For cars : <ul style="list-style-type: none"> • If reimbursement of mileage expenses (€/km), calculate the km covered. • In the case of fuel costs, calculate the number of km travelled based on the average price of fuel. 3. Use the average emission factor associated with each mode of transport (kgCO₂e/pers/km). 	<ol style="list-style-type: none"> 1. List meetings and assignments requiring travel. 2. Estimate the number of participants, their means of transport and the average number of km travelled by each. 3. Use the average emission factor associated with each mode of transport (kgCO₂e/pers/km).
Data and calculation uncertainty	★★★★★	★★☆☆☆	☆☆☆☆☆





Quick poll

Which emission category is the hardest for your organization to track and calculate?

Rank in the pop-up window
the HCC categories from most difficult (Top)
to easiest (Bottom)



most difficult

easiest

If data gap identified: this isn't automatically a problem



How much a gap should worry you depends on the emission category's importance.

Coming up next

A generic priority ranking to guide, not dictate, your data effort.



Not all emission categories need the same data quality

What does it mean ?

Categories example

1 Top priority

It is worth investing additional effort to achieve the highest possible quality of activity data.

Energy (e.g. mobile combustion)
Business travel

2 Necessary for footprint

Essential for calculating a carbon footprint, though high quality in data is not required.

Capital goods
Purchased services

3 Good to have

Not mandatory, context-dependent, frequently excluded (always with explanation)

Distributed Products
(use process, end-of-life)
Leased Assets

A generic ranking: adapt it to your own context, don't follow it blindly.



Overview tab in the HCC

Collection Tab	Sub-category	Comments	Priority
Energy	Stationary combustion		1
	Mobile combustion		1
	Purchased electricity		1
	Steam, heat, cooling		1
Fugitive_Emissions	Fugitive emissions		1
Travels	Business travels		1
	Employee commuting		1
	Volunteers		2
	Hotel		1
Goods_&_Services	Financial support		1 to 2
	In-kind donations		2 to 3
	Cash assistance		1 to 2
	Humanitarian products		1
	Purchased services		1
	Catering		1
	Purchased goods		1
Capital_Goods	Buildings		1
	Vehicles		1
	Furniture and machinery		1
	IT equipment		1
Distributed_Products	Use of distributed products		3
	Processing of distributed products		3
	End of life of distributed products		3
Waste	Hazardous waste		3
	Non hazardous waste		3
Transportation_&_Distribution	Upstream transportation and distribution		1
	Downstream transportation and distribution		1
Leased_Assets	Upstream leased assets		3
	Downstream leased assets		3

The
priorisation
level will be
updated in
the
september
version



How to bridge data gaps ?

What to do about missing data depends on priority

CATEGORY 1

Top priority

Worth insisting

Push back and ask the teams concerned what's possible to do to improve data (for this footprint or the next one).

CATEGORY 2

Necessary for footprint

Financial data is enough

Accounting figures will do, or extrapolate via macro proxies (budget, number of staff, offices).

CATEGORY 3

Good to have

Extrapolate or exclude

Estimate from a proxy, or consider leaving it out of the footprint.



Methodological documents

Your footprint will never be exact

Transparency matters more than precision.

Document:

- the emission factors you choose
- the data available and the treatment done
- the methodological challenges you met
- the reasoning behind your decisions
- the possible improvements in data quality for next footprints



Common Challenge

Inflation (Financial Data)



Monetary
emission factors
kgCO₂e/EUR

Dual problem for spend-based carbon accounting

Currency conversion

Inflation

X Emission factors
are not published
every year

Recommendation:

first convert the emission factor into the desired currency
(exchange rate year of the Emission Factor)
and then apply market-based inflation →

Implemented in the HCC



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Technical Note



Activity data unit $\neq$ emission factor unit:

Exact conversion exists (litres $\leftrightarrow$ gallons, \$ $\leftrightarrow$ €) $\rightarrow$ convert and note the ratio used.

No exact conversion (e.g. hotel cost but no nights) $\rightarrow$ ask the person closest to the data, and document the decision.

Four things to remember

- 1 **Start with a perimeter table**
- 2 **Identify data that's easy to access** or already used elsewhere
- 3 **Prioritise:** perfect data for each emission category is impossible to gather
- 4 **Document everything**, for transparency and for next footprint exercise



Next Session Preview:

Emission factors challenges & Uncertainty

 **How EFs in the HCC are selected ?**

Transparency, availability and update

 **Update of the HCC emission factors database**

Frequency and prioritisation

 **How do we plan to resolve the need of emission factors exhaustivity ?**

*The HCC EF database coverage
+ other trustworthy and open-access databases*

 **Uncertainty**

How to deal with uncertainty ?

We'll dive deep into all of this — and more — in our next session →

[\[Register here\]](#)





Q&A / peer exchange



Wrap up & next steps



Contact us for additional support:
analyticscontact@climateactionaccelerator.org



Remember you can book an individual support session, if needed



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10 Oct



WHAT IS IT? Practical tool to help organisations **calculate their carbon footprint**.
Compilation of **methods and resources** to follow a structured approach.

WHO IS IT FOR? Environmental specialists and carbon calculation focal points

WHAT IS INCLUDED?

- Standards & Protocols
- Emission factors sources
- Calculation tools
- Methodology sheets per category
- E-learning programs



<https://climateactionaccelerator.org/toolkits/>

SOLUTIONS HUB

Understand the topic

- 1 Generic Solutions List
- 80+ solution factsheets covering key areas to reduce the climate and environmental impact of an organisation
- 1 Overview of quick and easy wins



TOOLKITS

Implement solutions

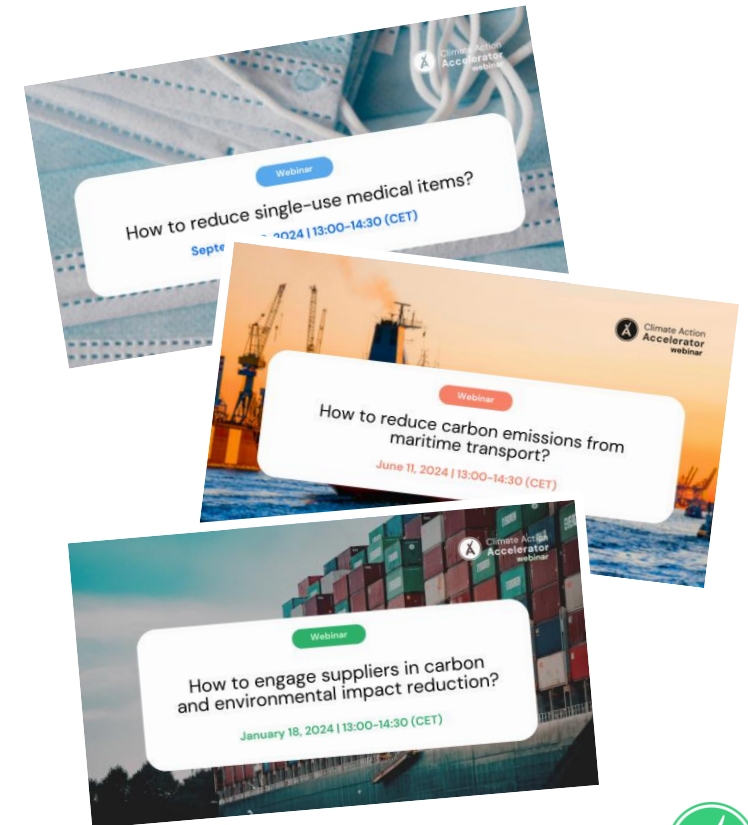
- Professional travel
- Good office practices
- Procurement
- Fleet
- Solarisation
- Waste characterisation
- Events



WEBINARS

Get inspired

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