

# Treasury Board of Canada Secretariat

## Request for Information (RFI) 24062-23-112

On suppliers adopting a science-based target in line with the Paris Agreement and disclosing their greenhouse gas emissions

**AMENDMENT 1: is raised to extend the closing date to September 29, 2022**

### **PART 1 – PURPOSE AND NATURE OF THE REQUEST FOR INFORMATION**

#### *1.1 Purpose of the Request for Information*

The Treasury Board of Canada Secretariat (TBS) is launching this Request for Information (RFI) to engage industry on how to incentivize major suppliers to adopt a science-based target in line with the Paris Agreement, and to disclose their greenhouse gas (GHG) emissions and environmental performance information.

The objectives of this RFI are to:

- A. Request detailed information and feedback from suppliers.
- B. Determine the capability of suppliers to satisfy a future requirement for disclosure of GHG emissions and setting of reduction targets
- C. Allow suppliers to comment on potential path forward

Respondents are requested to provide answers and feedback related to the questions in Part 3 (Questions to Suppliers)

#### *1.2 Nature of the Request for Information*

This is not a bid solicitation. This RFI will not result in issuance of a solicitation and will not result in the award of any contract. This RFI is simply intended to solicit information and feedback from industry with respect to the matters described in this RFI.

## PART 2 – RESPONSE INSTRUCTIONS AND INFORMATION

### 2.1 *Nature and Format of Responses Requested*

Respondents are invited to provide comments regarding the questions found in Part 3 of this RFI. Respondents can comment directly on and return an electronic copy of Annex A.

Alternatively, respondents can comment on a different media and format by appropriately referencing the document as well as the relevant section(s) and question(s). Respondents are requested to explain any assumptions they make in their interpretation of the questions.

### 2.2 *Response Costs*

Canada will not reimburse any respondent for expenses incurred in responding to this RFI.

### 2.3. *Treatment of Responses*

#### **2.3.1 Use of Responses**

Responses will not be formally evaluated. The responses received may be used by Canada to develop or modify procurement policies, requirements, or standards. Canada will review all responses received by the RFI closing date. Canada may, at its discretion, review responses received after the RFI closing date.

#### **2.3.2 Access to Information**

The *Access to Information Act* provides, upon request, a right of access to information in records under the control of a government institution. The general right of access is limited by specified exclusions from disclosure. These exclusions include, among other things, certain types of third-party information, the disclosure of which could be detrimental to that party. Respondents are requested to indicate and mark any portions of their response that they consider proprietary or confidential. Canada will handle these portions in accordance with the *Access to Information Act*.

#### **2.3.3 Sharing of Information with Other Government**

Canada may share some or all the information collected in the process of this request for information with provincial and/or municipal governments.

### 2.4 *Contents of this RFI*

This RFI also contains specific questions addressed to industry.

## 2.5 *Response Content*

The first page of each document of the response provided should contain:

- A. The RFI number
- B. The name of the company that the respondent is representing
- C. The date of submission of the documents

## 2.6 *Enquiries*

TBS will not necessarily respond to enquiries in writing or by circulating answers to all interested suppliers as this is not a solicitation process. However, respondents who have questions regarding this RFI may direct their enquiries to the Contracting Authority named below:

Contracting Authority: Heather Ross

Email: [Heather.Ross@tbs-sct.gc.ca](mailto:Heather.Ross@tbs-sct.gc.ca)

Telephone: 613-291-3773

## 2.7 *Submission of Responses*

### **2.7.1 Time and Place for Submission of Responses**

Suppliers interested in providing a response should deliver it in accordance with section 2.5 to the attention of the Contracting Authority **by September 29<sup>th</sup>, 2022, at 2pm EST** to the address indicated in Part 2 section 2.6.

### **2.7.2 Responsibility for Timely Delivery**

Each respondent should ensure their response is delivered on time to the correct email address or location.

## 2.8 *Security Requirements*

There are no security requirements associated with responding to this RFI.

## 2.9 *Official Languages*

Responses to this RFI are requested to be presented in either of the official languages of Canada.

## PART 3 – QUESTIONS TO SUPPLIERS

### 3.1 Context

The *Greening Government Strategy* includes a commitment for “*incentivizing major suppliers to adopt a science-based target in line with the Paris Agreement, and to disclose their GHG emissions and environmental performance information.*”

In support of this commitment, the Government of Canada is considering establishing an obligation for large procurements to include a requirement or an incentive for suppliers to disclose their greenhouse gas emissions and set reduction targets.

As part of the development of this requirement, Canada is seeking input from suppliers on potential tools or initiative(s) that could be used to support the requirement and information on the current market readiness for this requirement.

In addition to its commitments to green and clean technology, the Government of Canada is also committed to advancing initiatives to increase the diversity of bidders on government contracts, including small businesses and businesses led by Indigenous Peoples, Black and racialized Canadians, women, LGBTQ2 Canadians and other underrepresented groups. In an effort to understand how this proposal could impact the diverse array of potential bidders, this Request for Information will also seek information on the characteristics of respondents. The provision of this information is voluntary.

### 3.2 Questions for Suppliers

Questions in this RFI will be broken into three categories: questions on, disclosure of disclosure of greenhouse gas Inventories, questions on greenhouse gas reduction targets and Questions on Supplier Identification.

#### 3.2.1 Questions on Disclosure of Greenhouse Gas Inventories

1. Does your organization quantify its GHG emissions inventory? If yes;
  - a. What scope(s) are included within your organization’s GHG emissions inventory boundary? For Scope 3 emissions, please identify which of the 15 categories of Scope 3 emissions your organization includes. See glossary of terms for further details.
  - b. What standards or initiatives does your organization currently use to complete its GHG emissions inventory?
  - c. Does your organization publicly disclose its GHG emissions inventory?
  - d. Does your organization work with any third-party organization(s) to complete its GHG emissions quantification, verification and disclosure, and if so, which?
2. If the answer to Question 1 is no, does your organization have plans to begin GHG emissions quantification for its GHG emissions inventory in the next two years?

3. In the event that the Government of Canada requires the disclosure of GHG emissions by its suppliers:
  - a. How should this requirement be included in solicitations and contracts?
    - i. By including mandatory criteria that would eliminate any bids which do not meet the disclosure requirement
    - ii. By including point-rated criteria, thereby giving a preference to bids which meet the disclosure requirement
    - iii. By making it a condition to be met prior to the award of a contract
    - iv. Other? Please describe.
  - b. What standard(s) or initiative(s) should be used to meet this requirement?
  - c. Would your organization need time to prepare in order to meet the requirement, and if so, how much time?
  - d. What challenges or obstacles, if any, do you foresee in meeting such a requirement?
  
4. Please provide any other comments that would help the Government of Canada best implement supplier GHG disclosure requirements.

### **3.2.2 Questions on Greenhouse Gas Reduction Targets**

1. Does your organization have GHG reduction targets? If yes;
  - a. What scope(s) are included in the targets? For Scope 3 emissions, please identify which of the 15 categories of Scope 3 emissions your organization includes. See glossary of terms for further details.
  - b. What is the level of ambition of your targets? (i.e., 2030 Net Zero, under 1.5°C warming, etc.)
  - c. What national or international standard(s) or initiative(s) does your organization currently use for its reduction targets?
  - d. Have you heard of the Government of Canada's proposed Net-Zero Challenge initiative? If yes, does your organization have the intention to participate in the Challenge?
  
2. If the answer to Question 1 is no, does your organization have plans to set GHG reduction targets in the next two years?
  
3. In the event that suppliers are required to have GHG reduction targets set in order to do business with the Government of Canada;
  - a. How should this requirement be included in solicitation and contractual documents?
    - i. By including mandatory criteria, that would eliminate any bids which do not have GHG reduction targets validated by a third party?

- ii. By including point-rated criteria, thereby giving a preference to bids which have GHG reduction targets validated by third party?
    - iii. By making it a condition to be met prior to the award of a contract?
    - iv. Other? Please describe.
  - b. What standard(s) or initiative(s) should be used for suppliers to demonstrates compliance?
  - c. Would your organization need time to prepare in order to meet this requirement, and if so, how much time?
  - d. What challenges or obstacles, if any, do you foresee in meeting such a requirement?
4. Please provide any other comments that would help the Government of Canada to implement science-based GHG reduction target requirements.

### 3.2.3 Questions on Supplier Identification (voluntary):

1. How many full-time and part-time employees does your organization employ?
2. To what Industry sector does your organization belong to? Please provide Goods and Services Identification Number (GSIN) for which your organization has submit bids for government contracts.
3. How many Government of Canada contracts has your organization been awarded in the last 10 years valued:
  - a. over \$25M?
  - b. between \$1M to \$25M?
  - c. under \$1M?
4. Describe the ownership of your business. Indicate if at least 51% of the business is owned by person(s) who self-identify as a member of any of the following diverse groups. Select all that apply:
  - Visible minorities (The *Employment Equity Act* defines visible minorities as persons, other than Indigenous Peoples, “who are non-Caucasian in race or non-white in colour.” Visible minority groups include but are not limited to persons who identify as Black, South Asian, Chinese, Filipino, Latin American, Arab, Southeast Asian, West Asian, Korean, and Japanese.)
  - Indigenous Peoples -First Nations
  - Indigenous Peoples - Métis Peoples
  - Indigenous Peoples - Inuit
  - Women
  - Person(s) with disabilities
  - LGBTQ2+
  - Veterans
  - None of the above
  - Prefer not to answer

### 3.2.4 Glossary of Terms

#### Emissions Inventory

- A quantified list of an organization's greenhouse gas emissions and sources over one year.

#### Scope

- Scope 1 emissions are direct emissions that occur from sources controlled or owned by an organization (e.g., fuel combustion in boilers, furnaces, and vehicles).
- Scope 2 emissions are indirect emissions that physically occur at the facilities where the electricity, steam, heat, or cooling purchased by an organization are generated.
- Scope 3 emissions are the result of activities from assets not owned or controlled by the organization, but that the organization indirectly impacts in its value chain (e.g., emissions from the extraction and processing of raw materials procured by the organization from a third party). Scope 3 emissions are classified into the following 15 categories:
  1. purchased goods and services
  2. capital goods
  3. fuel- and energy-related activities
  4. upstream transportation and distribution
  5. waste generated in operations
  6. business travel
  7. employee commuting
  8. upstream leased assets
  9. downstream transportation and distribution
  10. processing of sold products
  11. use of sold products
  12. end-of-life treatment of sold products
  13. downstream leased assets
  14. franchises
  15. investments

#### Science-Based

- GHG emissions reduction targets are considered 'science based' if they are in line with the latest climate science deems necessary to meet the goal of the Paris Agreement – limiting global warming to well below 2°C in 2100, preferably to 1.5°C, compared to pre-industrial levels.