

Internal Climate Plan

As of April 2025



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How we tackle our climate impact

This document sets out how CMW measures, reduces, and takes responsibility for its greenhouse gas emissions (GHG) footprint. We envision updating this document as best practices evolve and our approach improves.

The first section, "Measuring", explains how we approach establishing our internal footprint. The second section, "Reducing", establishes our policies to reduce our overall footprint. The third section, "Taking Responsibility", outlines the approach we have adopted to promote action beyond our own organisation's boundaries.

This document outlines our overall approach to our internal climate strategy. We will publish an annual progress report each year.

Section 1: Measuring

If we were a for-profit company, CMW would qualify as an SME (small and medium enterprises), and even a relatively small one. As a small non-profit organisation, our resources to accurately measure our emissions are extremely limited. However, we strongly believe that every organisation should have a rough understanding of its emissions hotspots in order to decide where to direct its efforts.

Due to our inability to pay for an external audit and footprint measurements, we have undertaken two actions. First, we have evaluated our current footprint to gauge the magnitude of various emission sources using the GHG Protocol's emission categories. Secondly, we have committed ourselves to repeat this exercise every year. Even though this will not always enable us to estimate the evolution of our footprint over time (e.g. because we have to rely on fixed default factors for some categories of emissions), we will strive to publish the most conservative estimate we can, within a range that appears realistic ([commitment 1](#)¹).

We recognise that there is still much to be done to improve the quality of our GHG footprint measurements, and we will work to refine them in the future ([commitment 2](#)).

¹ This document includes a range of goals and commitments. To be transparent, and to avoid making "empty promises" every commitment in this document is numbered and a table summarising all the commitments is in the bottom.

Section 2: Reducing

Setting a target

According to the Intergovernmental Panel on Climate Change, CO₂ emissions must decrease globally by 48% in 2030 compared to 2019. In addition, rich countries and organisations based in these countries have a responsibility to reduce their emissions faster than the global average. For example, the EU has set a net target to reduce its emissions by 55% by 2030.

Based on this and on demands from European NGOs, we estimate that our fair share of global climate action would be to reduce our gross CO₂ emissions by 60% by 2030 compared to 2019², without the use of carbon credits, renewable energy certificates or any other market-based instruments ([commitment 3](#)). However, while this is our target, we have low confidence in our ability to meet it given our limited influence over our main sources of emissions (electricity, heat and air transport). As we get closer to 2030, we, or our successors, can set new targets for later dates to reflect increasing ambition and the application of dynamic global benchmarks.

Despite the challenges we face and the uncertainty about whether we can meet this target, we commit to reporting our progress annually ([commitment 4](#)) and transparently disclosing any barriers we face and what concrete measures we are taking to overcome them ([commitment 5a](#)). We believe this is a more honest approach than setting a lower and more realistic target that could give an erroneous picture of our collective progress on climate action.

Finally, we commit to never communicating this target without clearly explaining the difficulty of reaching it ([commitment 5b](#)). We do not intend to use this as a “trophy target”; i.e., we will not advertise ambitious goals that we have little confidence in achieving. We will only communicate about this target alongside a wider explanation of the challenges associated with it.

²The only footprint we actually measured from 2019, and which is a significant share of our total footprint, is aviation-related emissions. Our remaining emissions from 2019 have to be back-calculated. We do so based on the 2023 emissions by assuming that we have been exactly on a target-compatible trajectory since 2019.

Policies and actions

We have identified three categories of emissions to tackle based on their significance in our overall footprint: purchased heat and electricity, air travel, and “other”. Our policies and actions are organised around these three categories.

Purchased heat and electricity

Our most significant source of emissions is from purchased heat and electricity used to power our office and remote-working arrangements. However, this source of emissions is both very difficult to estimate and to abate. Our office is housed within a co-working facility. In addition to having very little influence over the energy sources supplied to the office building, which hosts many companies beyond the co-working facility we are part of, we also do not have data on our energy consumption, which is calculated for the entire co-working agency.

This situation poses a major problem, given that our Scope 2 emissions are our largest source, based on default factors for typical office-related energy use.

To address this problem, we are implementing a range of measures:

- Direct engagement with our co-working space managers to encourage better data reporting on energy consumption ([commitment 6](#)).
- Engagement with other building tenants to promote a long-term shift to renewable energy sources ([commitment 7](#)).
- Temperature control measures in our office: engaging with our co-working space manager to ensure that it is neither heated above 20°C during the winter, nor cooled below 20°C during the summer ([commitment 8](#)).

Air transport

Air travel is our second-largest source of emissions, according to our estimation. While we try to minimise air transport to a maximum, the nature of our work sometimes requires us to travel, e.g. to participate in the UNFCCC COPs.

Unlike Scope 2 emissions, we can track our air travel emissions relatively closely. We do this by recording all our air travel and calculating the associated footprint using an [online calculator](#).

We have implemented a range of measures on our business travel in order to tackle our air-travel footprint:

- We set an absolute emissions cap on our air-travel emissions at the pre-COVID level, i.e. a 2019 base year. In 2019, we emitted 19.5tCO₂e, and we commit to cap our air-travel emissions at this level ([commitment 9](#)).
- We implemented a ground-travel policy. This requires all journeys within Belgium, and to London, Paris and Amsterdam to be by surface travel. Train travel must generally be prioritised over air travel within Europe, especially for journeys not exceeding one waking day (the period of time during which a person can reasonably be expected to be awake), unless exceptional circumstances apply (medical reasons, urgent travel needs, ...) ([commitment 10](#)).

Other

Other emission sources represent a comparatively small share of our total footprint. For example, employee commuting and purchased goods and services, mostly IT equipment and cloud storage services, represent 1.5% and 6% of our total emissions (2023 estimate), respectively.

Despite their relative size, we have implemented a range of relevant policies for these sources of emissions. While we recognise that these can only have a marginal, borderline insignificant, impact on our total footprint, they are sources that we can directly influence. Therefore, we consider it important to tackle them.

The policies we have adopted are:

- Catering for internal and external events that we host shall be plant-based where possible or at least vegetarian ([commitment 11](#)).
- Public transport and bike lease options for employees ([commitment 12](#)).
- Use of recycled paper in the office ([commitment 13](#)).
- Purchasing policy for company phones to prioritise more sustainable models ([commitment 14](#)).
- Providing reusable lunch boxes for staff to reduce single-use waste linked to takeaway food ([commitment 15](#)).

Continuous improvement

To ensure the proper implementation of our commitments and continuous progress in strengthening our actions, we have established an internal climate plan committee. This committee has at least three members, and it meets regularly, at least three times per year. They report to the full team three times per year on our progress ([commitment 16](#)).

This governance approach draws from past lessons: while sustainability is a key priority for all of us, individual staff members have limited capacity to work on the internal climate plan (data gathering and reporting), and policies risk becoming overlooked as a result. In addition, progress on the more difficult aspects of our plan, such as engagement to address our Scope 2 emissions, requires significant energy and a structured approach.

Section 3: Taking responsibility

Despite our best efforts, we are unlikely to be able to bring our absolute GHG footprint to zero in the near future. To continue taking responsibility for our unabated emissions, and without implying that such an approach “compensates”, “neutralises” or negates in any way our existing footprint, we have chosen to apply an internal price on carbon to our full emissions and use the associated funds to support climate mitigation or adaptation projects in the global south. We report annually on the initiatives we finance and why we chose them.

The internal carbon price we have adopted increases annually by 10€, from a base of 40€/tCO₂e in 2019. Therefore, it will reach 100€/tCO₂e in 2025 and 150€/tCO₂e in 2030 ([commitment 17](#)).³

³ <https://sciencebasedtargets.org/resources/files/Above-and-Beyond-Report-on-BVCM.pdf>

“Where companies use a carbon price to determine the size of their BVCM pledge, companies should report the chosen carbon price, the methodology or source that informs it and a justification for the price chosen.”

Walking the talk - our commitments

This box lists the various “commitments” expressed in our internal strategy. We will use it to transparently disclose our progress in our annual reports.

1. We commit to publishing an annual estimate of our GHG footprint.
2. We commit to trying to improve the quality of our footprint every year.
3. We commit to an overall yearly target to reduce our absolute emissions by 60% by 2030, relative to a 2019 baseline, despite our current strong doubts regarding our ability to meet it. This is what we consider to be our fair share.
4. We commit to reporting annually on the progress made toward achieving our target.
5. We commit to communicating the barriers we face in reaching our target, the concrete measures we are taking to overcome them, and whether we doubt our current ability to achieve our goal.
6. We commit to direct engagement with our co-working space managers to improve energy consumption data reporting.
7. We commit to engagement with other building tenants to promote a longer-term shift to renewable energy sources.
8. We commit to temperature control measures in our office: ensuring it is neither heated above 20°C during the winter nor cooled below 20°C during the summer.
9. We commit to an absolute emissions cap on our air travel emissions at the pre-COVID level, with a base year of 2019.
10. We commit to a ground-travel policy. This requires all journeys within Belgium, and to London, Paris and Amsterdam to be by surface travel. Train travel must generally be prioritised over air travel within Europe, especially for journeys not exceeding one waking day (the period of time during which a person can reasonably be expected to be awake), unless



exceptional circumstances apply (medical reasons, urgent travel needs, ...).

- 11.** We commit to offering plant-based or at least vegetarian catering for our internal and external events.
- 12.** We commit to offering public transport and bike lease options for employees.
- 13.** We commit to the exclusive use of recycled paper in the office.
- 14.** We commit to a purchasing policy for company phones that prioritises the purchase of more sustainable models.
- 15.** We commit to providing reusable lunch boxes to staff to reduce single-use waste from takeaway food.
- 16.** We commit to establishing and maintaining an internal climate strategy committee to monitor our performance, generate new ideas for delivering on our 2030 target, and uphold our internal policies. This committee has at least three members. It meets regularly and at least three times per year. It reports to the whole team three times per year on our progress.
- 17.** We commit to implementing an internal “levy and fund” pricing mechanism whereby we price all our GHG emissions and spend the resulting budget to promote climate action.





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