



MSF SOUTH ASIA

MEASURING OUR CARBON FOOTPRINT 2023



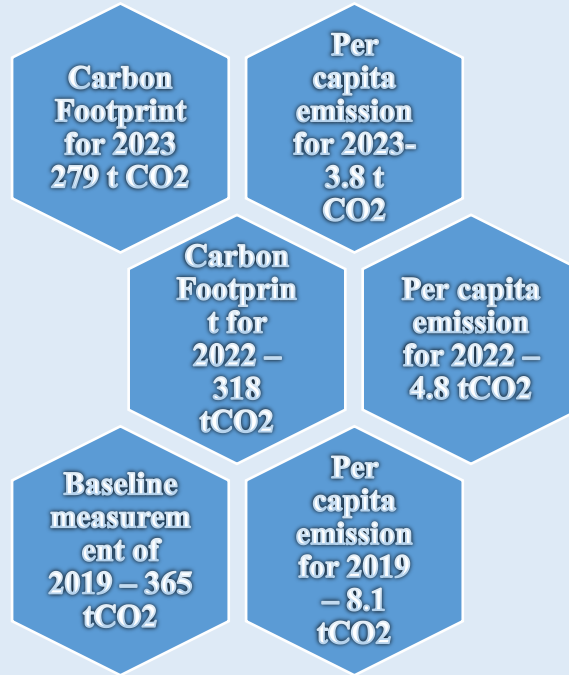
MSF South Asia is an environmentally conscious organization, dedicated to integrating climate-smart principles into our ideas, practices, and vision. We have pledged to reduce our carbon footprint by 50% by 2030. Achieving this goal is challenging, especially as we expand and transition from New Delhi, India to Colombo, Sri Lanka in terms of travel and other emission factors. However, our resolve remains steadfast. We are committed to taking meaningful steps to protect the environment and adopting sustainable practices that inspire eco-friendly behavior.

Measuring our carbon footprint is a cornerstone of MSF South Asia's environmental commitment, as it provides critical insights into our environmental impact. This data serves as a practical foundation for implementing effective strategies to reduce emissions. In 2023, we utilized the updated **Environmental Impact Toolkit**, equipped with enhanced features and updated parameters, to generate our carbon footprint data. This comprehensive tool enables any MSF mission or office to calculate greenhouse gas emissions from major sources, helping us take informed steps toward a more sustainable future

For the year 2023, the carbon footprint of MSF South Asia is estimated at **279 t CO₂**. This estimate takes into account various data sources, including flights, taxis, commuting, paper usage, and electricity among others. The baseline measurement for 2019 stands at **365 t CO₂**, compared to **318 t CO₂** for 2022. For the 2023 computations, we have improved data accuracy through new parameters for commuting, as well as for the usage of paper and communication products. For paper, we were able to extract the actual number of prints rather than relying on the amount of paper purchased, providing better accountability. Similarly, more precise data was obtained for communication materials printed or produced. However, electricity consumption needs to be better calculated with space sharing arrangements and measurement of electricity being used not being the same everywhere.



The primary objective of this report is to identify the key drivers of emissions and areas with significant environmental impact while developing suitable guidance, policies, and interventions to promote environmentally conscious practices that align with MSF’s vision of reducing 50% of its carbon emissions by 2030. The updated Environmental Impact Toolkit plays a crucial role in this effort.



Year	ton CO2	Per capita
2019	365	8.1
2022	318	4.8
2023	279	3.8

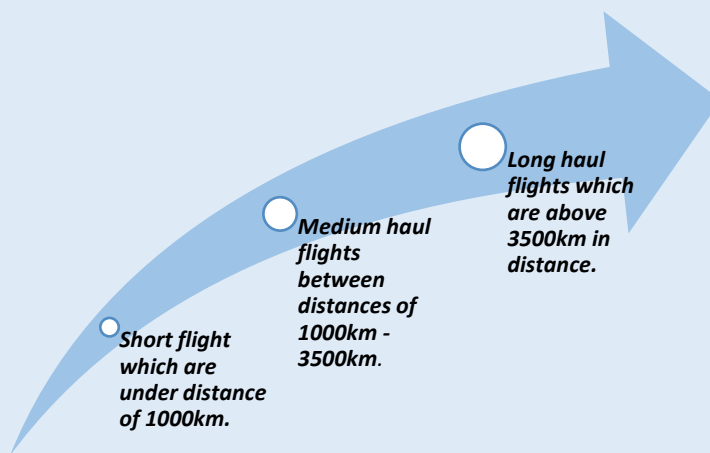
- **Direct Emissions:** These include electricity and fuel consumption, measured with higher accuracy using physical data such as liters of fuel or kilowatt-hours (kWh) of electricity consumed.
- **Indirect Emissions:** These cover flights, taxis, paper usage, and commuting, calculated using proxies. While less precise, these computations offer valuable insights into areas needing improvement.

By identifying emission hotspots and formulating targeted strategies, the updated toolkit supports MSF’s commitment to sustainable practices and its ambitious goal of halving carbon emissions by 2030, ensuring that both direct and indirect sources of emissions are addressed comprehensively.



Flights- International and Domestic:

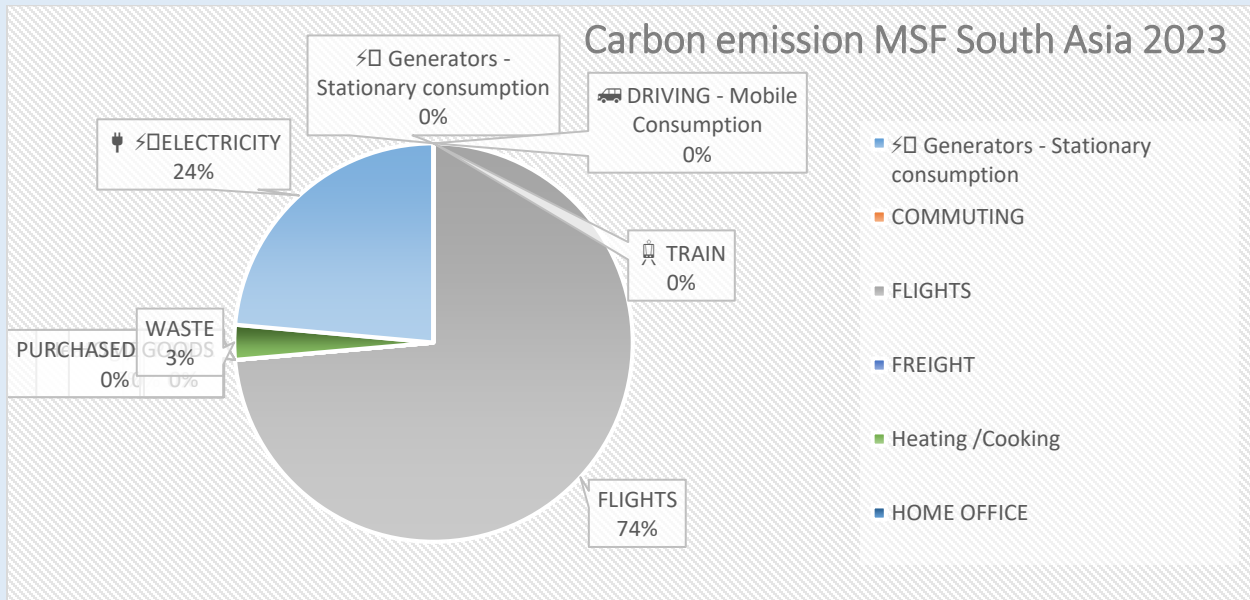
With the updated environment impact toolkit and parameters flights distance calculation is based on:



Total number of flights taken by MSF South Asia in 2023 and carbon emission count is mentioned below:

<p>Short haul flights under 1000km (International and Domestic)</p> <p>Total flight count - 27 0.62912514 ton CO2</p>	<p>Medium Haul flights between 1000km-3500km (International and Domestic)</p> <p>Total flight count -100 3.74376366 ton CO2</p>	<p>Long Haul Flights above 3500km (International and Domestic)</p> <p>Total flight count -71 3.7967206 ton CO2</p>
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Data for international flights was supported, computed, and provided by the International Staff Support Officer. The total distance traveled for international flights is categorized into **short, medium, and long-haul flights**. Domestic flight data was provided by the Front Office.



HIGHLIGHTS FROM 2023 FLIGHT TRENDS:

- **Highest number of medium-haul flights** (categorized as 3,500 km and above) were recorded in 2023, compared to the 2019 and 2022 baseline data (previously categorized as 700 km–1,300 km). Even with the change in parameters, the medium-haul flight category remains high and requires attention, particularly in reducing travel frequency and the number of flights on the same routes.
- **Highest number of long-haul flights** (above 3,500 km) were also observed in 2023, compared to the 2019 and 2022 baseline data.
- Airplanes are the highest emitters of CO₂ among all modes of transport, with long-haul flights accounting for the largest share. Data from 2023 is comparable to 2022, mainly due to the resumption of activities following the COVID-19 phase. Moreover, it was noted that transition-related travel between New Delhi and Sri Lanka has significantly contributed to the increase in medium-haul flights.

Recommendations:

1. **Training on sustainable travel applications:** Staff should learn to use sustainable travel tools before booking tickets.

2. **Smart travel planning:** Focus on consolidating trips to cover multiple meetings and events in a single travel.
3. **Transversal initiatives for carbon reduction:** Departments should coordinate better for event planning and prioritize smart transportation choices like use of EVs, choice of flights using the app mentioned above, etc.
4. **Intelligent destination selection:** Choose meeting locations that minimize travel distances for all participants.
5. **Shift from long-haul to medium-haul and short-haul flights:** Encourage alternatives that reduce overall carbon emissions.



Taxis:

For year 2023 the data was prepared on new parameters in the toolkit. (This data was prepared by the logistics department, MSF South Asia.)

2022: High Taxi Usage and Financial Liability

- **Taxi Expenses:** 12,00,000 INR (approx.)
- **Fuel Types:** Diesel and CNG.
- **Carbon Emission Impact:** Significant due to reliance on conventional fuels (diesel and CNG) with higher emissions.

2023: Slight Reduction in Expenses

- **Taxi Expenses:** 10,13,558 INR
- **Difference in Expenses:** Rs. 1,86,442 less than 2022 (~15.5% reduction).
- **Fuel Types:** Continued use of Diesel and CNG.
- **Carbon Emission Impact:** Likely reduced slightly due to decreased taxi usage but still significant as the vehicles used conventional fuels especially in New Delhi area.

TAXI	2023	Emission (Tco2)	2022	Emission (tCO2)	2019	Emission (tCO2)
Expense	10,13,558 (divided by 20)		12,0,3926 (divide by 20)		560,434	
Total kms	50,677.9 kms	7.63 (on new parameters)	60,196.30 kms	12.64	34,921	7.33

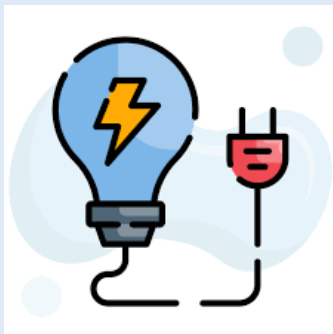
**New parameters and exchange rates bring difference in carbon emission counts.*

Recommendations

To reduce carbon emissions and align with sustainable practices, **MSF South Asia** should implement the following strategies for taxi usage:

1. **Use of Electric Vehicle (EV) Cab Services:**
 - Prioritize electric vehicles over diesel and petrol cabs to reduce emissions.
 - Partner with taxi providers offering EV fleets.
2. **Preference for Carpooling:**
 - Encourage staff to share rides for similar travel destinations.
 - Reduce the number of individual taxi trips, lowering fuel consumption and emissions.
3. **Smart Travel Plans:**
 - Develop optimized travel schedules to combine tasks and reduce taxi trips.
 - Promote virtual meetings or local public transportation for short distances where possible.

Electricity:



MSF South Asia shares office space with operational centres. There are more than one electrical meters installed in the building and direct extraction of units consumed is challenging.



The annual financial liability for 2023 for MSF SA’s electricity consumption provided base for calculating the units consumed. This was arrived at by dividing the total amount by rate per unit of electricity.

Direct emissions	2019		2022		2023	
	Units	Emission (tCO ₂ e)	Units	Emission (tCO ₂ e)	Units	Emission (tCO ₂ e)
Electricity (From utility bills)	124,284 (units)	105.641	200,667 (units)	126.44	269,899 (units)	261.573

Electricity consumption in 2023 increased compared to 2022 due to higher staff strength and greater usage in guest houses, common spaces, and office chambers. According to data submitted by the logistics department, electricity usage peaks during the summer months (May–August) in New Delhi, India, primarily because air conditioners require more power during this period.

Recommendations for Reducing Electricity Consumption:

1. **Staff Awareness:**
 - Encourage staff to actively conserve electricity by turning off lights and appliances when not in use, such as while leaving desks or meeting rooms.
2. **Smart Lighting:**
 - Install energy-efficient lighting systems positioned strategically to provide optimal brightness with minimal energy use.
3. **Optimized Server Room Temperature:**
 - Set appropriate temperature controls in the server room to balance cooling needs with electricity consumption, avoiding unnecessary overcooling.



Paper Usage and Carbon Emissions in 2023:

In 2023, the office purchased a total of **156 reams** of paper, as reported by the logistics department. With each ream containing 500 pages, this amounts to a total consumption of **78,000 pages**. The associated carbon emissions are calculated at **390 kg CO₂** or **0.39 tons CO₂**.

Recommendations:

- **Staff Awareness on double side printing and essential printing:** The office is actively encouraging staff to minimize paper usage by adopting only necessary and essential printing. Staff are also encouraged to use double-sided printing whenever possible.
- **Digital Transition:** All bills and invoices are now processed digitally, significantly reducing the need for printed documents and this practice should be continued.

These initiatives reflect the office's commitment to reducing paper consumption and its related carbon footprint, contributing to MSF's overarching goal of reducing 50% of its carbon emissions by 2030.



Communications:

Data of 2023 received from Communication department.

ITEM	Copies	Pages	Total pages (A4)	CO2 per ton
Sticker	300			
Notebooks/ Red diaries	1300	50	65000	
Brochure A5	16150		16150	
Brochure A4	5754		5754	
Certificates	500			
Activity Reports	500	20	10000	
A4 Forms	3000	3000	3000	
Envelopes	10000			
Flip Brochures	6400			
A6 paper	1500	1500	1500	
A4 consent form	200	200	200	
A5 photo frame	20		20	
A6 Envelopes	200		200	
5 Fold Brochures	200		200	
Booklet A5	5000		5000	
Thank you card	300			
Undated planners	550	50	27500	
Calendars	925	12950	12950	

Total			147,747	0.737 tons co2
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- The reported **0.737 tons of CO₂** aligns closely with the calculated value.
- The largest contributors are:
 - **Notebooks/Red Diaries:** 65,000 pages
 - **Undated Planners:** 27,500 pages
 - **Calendars:** 12,950 pages

Recommendations to reduce carbon emission in Communications:

1. **Digital Alternatives:** Transition frequently printed materials (e.g., brochures, certificates) to digital formats to reduce emissions.
2. **Sustainable Materials:** Use recycled paper or certified sustainable printing options.
3. **Target High Volume Items:** Focus reductions on high-page items like **notebooks, planners, and calendars.**



Waste:

MSF South Asia segregates different types of electronic waste twice a year, such as laptops, computers, and other devices, and disposes them through recycling agencies registered under the Government of India. These agencies provide certificates for the recycled materials. The types of e-waste include laptops, computers, keyboards, microphones, mobile phones, inverters, batteries, Televisions, washing machines, electronic appliances, LEDs, motors, bulbs, cartridges, tube lights, etc.

2023 Data:

- **Materials sent for recycling: 189 items**
- **Carbon emissions: 629 kg CO₂ generated**



Daily Office Waste (As per 2022):

- **Organic/food waste:** ~4 kg/day → recycled into compost for office plants.
- **Non-recyclable waste:** ~2.5 kg/day → disposed of via municipal services.

Recommendations

- **Regular Drives:** Conduct quarterly e-waste collection campaigns to ensure timely recycling and prevent accumulation, aligning with MSF's commitment to environmental sustainability.
- **Supplier Responsibility:** Collaborate with vendors who accept old electronics during the purchase of new equipment.
- **Reduce Single-Use Plastics:** Eliminate single-use plastics such as packaging, utensils, and bottles in the office.
- **Sustainable Alternatives:** Use recyclable or compostable alternatives for commonly used office supplies, such as paper cups and biodegradable bag.
- **Expand Composting:** Increase composting efforts to manage more organic waste and share surplus compost with local community gardens or NGOs near the office, fostering collaboration and sustainability within the community.



Home office¹:

As per the data shared by the office HR. The Fixed Term Employment (FTE) ratio for 2023:

Quarterly FTE ratios for remote work during 2023:-

	Q1	Q2	Q3	Q4
Number of Employees	35	30	32	33
Number of Employees	77	77	77	77

Total FTEs in 2023 – 73 Employee (MSFN & MSFI)

Total number of working days- 309 Total Working Days in 2023.

¹ This is a new parameter under the updated toolkit to measure per capita consumption based on Fixed Term Employment ratio



Observations/learnings from this report:

- In 2023, MSF South Asia made progress towards its sustainability goals, reducing its carbon footprint from 318 tCO₂ in 2022 to 279.65 tCO₂ in 2023, with flights and electricity as the largest contributors. Medium- and long-haul flights remained significant due to organizational expansion.
- Electricity usage increased due to higher staff strength and extreme temperature during summer.
- Efforts to reduce taxi emissions and paper usage showed measurable success, but reliance on conventional fuels and significant paper use persist.
- E-waste management was effective, with 189 items responsibly recycled, though emissions from recycling were noted.
- Daily composting of organic waste was efficient, while non-recyclable waste needs further interventions.
- Improved data accuracy, enabled by the Environmental Impact Toolkit, provided deeper insights into emission sources. Expanding digital alternatives, reducing travel, and fostering staff awareness will be critical to achieving MSF's 2030 sustainability targets.
- Toolkit is set on the mode of 75 percent data accuracy with the aim of getting proximate trends; this data may or may not be completely correct but will help MSF South Asia focus on carbon reduction through department-based initiatives.
- A strong emphasis on sustainable travel management and transversal initiatives will be crucial to reducing emissions further. These steps will ensure coordinated, department-wide efforts toward achieving sustainability goals.