

PCF_biogenic_FP_manual

File link:

1. Purpose of the file:

This file provides manually entered biogenic KPIs calculated by experts for specific finished products.

For each combination of GBU, finished product, plant, and activity year, it records three carbon content indicators: Total Carbon Content (TCC), Biogenic Carbon Content (BCC), and Renewable Carbon Index (RCI). These are used in Product Carbon Footprint (PCF) reporting to characterise the biogenic and renewable carbon fraction of finished products.

Note: BCC is derived from TCC and RCI using the relationship $BCC = TCC \times RCI$. As no master data tables are available for validation, product codes, product names, plant codes, and plant names cannot be cross-validated against SAP reference data during upload.

2. File Structure

2.1. List of tabs

Sheet Name	Description	Mandatory	Comment
Sheet1	Main data entry sheet. Contains manually entered biogenic KPIs (TCC, BCC, RCI) for finished products per GBU, plant, and activity year.	YES	Don't delete this sheet

2.2. Main columns description

SHEET: Sheet1

FIELD	GBU	Finish_Product_Code	Finish_Product_Name	Plant_Code	Plant_Name	Activity_Year	TCC	BCC	RCI	Comment
DESCRIPTION	SAP code of the Global Business Unit.	Unique SAP code assigned to the finished product. Cannot be cross-validated against master data during upload.	Name of the finished product as registered in SAP. Cannot be cross-validated against master data during upload.	Unique SAP code of the plant where the finished product is produced. Cannot be cross-validated against master data during upload.	Name of the plant where the finished product is produced. Cannot be cross-validated against master data during upload.	Calendar year for which the biogenic KPIs are manually imported.	Total Carbon Content: total amount of carbon present in one kilogram of the finished product, measured in kgC / kg of material. A warning message will be sent to the data owner if this value is missing or invalid.	Biogenic Carbon Content: amount of carbon derived from renewable biological sources per kg of finished product, measured in kgC / kg. Calculated as $BCC = TCC \times RCI$. A warning message will be sent to the data owner if this value is missing or invalid.	Renewable Carbon Index: percentage of carbon in the material that comes from renewable sources, expressed as the ratio of BCC to TCC ($RCI = BCC / TCC$). A warning message will be sent to the data owner if this value is out of range.	Free-text notes added by the data owner to highlight or explain the data inserted (e.g. source expert or calculation methodology).
DATA TYPE	String	String	String	String	String	String	Float	Float	Float 0–1	String
MANDATORY	YES	YES	YES	YES	YES	YES	YES	YES	YES	NO
VALIDATION	e.g. CS (Novocare), SP (Specialty Polymers), TS (Technology Solutions). Validated against known GBU list.	e.g. WP2_400 /135708	Free text; must match SAP record	e.g. 8298, 267	e.g. 6301 EES Moerdijk	e.g. 2022, 2023, 2024	Float 0; e.g. 0.6172	Float 0; must be consistent with $BCC = TCC \times RCI$	Between 0 and 1	Free text; e.g. "Calculation from Damien Bourcier"

3. Filling instructions

Sheet Name	Instructions
Sheet1	<ul style="list-style-type: none">• Complete all mandatory fields for every row. Rows with missing mandatory values will be rejected during upload.• GBU must match a valid GBU code (e.g. CS, SP, TS). Values not in the validated list will be rejected.• TCC, BCC, and RCI are all mandatory. Warning messages will be sent to the data owner if any of these values are missing or out of range.• RCI must be a float between 0 and 1 (it represents the ratio of biogenic carbon to total carbon).• The three carbon indicators are related by: $BCC = TCC \times RCI$. Please ensure consistency between the three values before submitting.• Finish_Product_Code, Finish_Product_Name, Plant_Code, and Plant_Name cannot be cross-validated against SAP master data during upload. Please ensure these values are accurate.• Use the Comment field to document the source of the expert calculation (e.g. "Calculation from Damien Bourcier").• Do not modify, add, or remove columns.• Do not leave mandatory fields blank.

4. Maintenance best practices

Please comply with the following instructions to maintain the file:

- Always keep the original structure (do not add/remove columns without approval).
- Update only the necessary fields.
- Save a backup copy before any major changes.
- Respect data confidentiality.

5. Contact Points

File owner	Damien Bourcier . Hubert Sizaret
Technical Support	Camille Faure Laëtitia Arantes

The data owner will receive the error file by email and will be responsible for making any necessary manual corrections.

For any questions or issues, please contact the responsible person listed above.

Please strictly follow these guidelines to ensure data quality and reliability.