

# Greenhouse Gas Inventory Report

Compiled via Greenstone's Sustainability Reporting Software 9-5-2022

# KnowBe4 2022 GHG Inventory Report

## Executive Summary

This Greenhouse Gas Inventory (“Inventory”) describes KnowBe4’s impact on the environment as measured in greenhouse gasses (GHG) emitted in units of equivalent tons of carbon dioxide for the reporting year 2022, comprising January 1, 2022 to December 31, 2022. The purpose of this Inventory is to manage KnowBe4’s firm-wide GHG emissions and provide a consistent methodology for documenting the emissions inventory on an ongoing basis.

The Sustainability Department compiled the Inventory with support from Human Resources, Facilities Management and numerous other KnowBe4 staff. Inventory development involves the collection and examination of documentation, testimony and data from internal and external sources. Development also includes a determination of completeness and accuracy of the data provided and calculations completed using this data.

### Methodology

The measurement was completed using external software to collect, calculate and report on consumption and emission data across relevant business sites. As part of the GHG emissions calculation, the software applied relevant emissions factors from international standards. Scope 1 and Scope 2 GHG emissions in the Greenhouse Gas Emissions Inventory and related notes have been prepared in accordance with the World Resources Institute / World Business Council for Sustainable Development’s Greenhouse Gas Protocol: A Corporate Accounting and Reporting Standard, Revised Edition and the GHG Protocol Scope 2 Guidance: An amendment to the GHG Protocol Corporate Standard (collectively referred to as the “GHG Protocol”). Scope 3 GHG emissions have been prepared with reference to the Corporate Value Chain (Scope 3) Accounting and Reporting Standard: Supplement to the GHG Protocol Corporate Accounting and Reporting Standard.

### Key Findings

KnowBe4’s 2022 GHG inventory comprises Scope 1 direct emissions, Scope 2 indirect emissions, and Scope 3 indirect emissions categories: purchased goods and services (cloud data centers), business travel (flights, train, hotels, rental cars, etc.), employee commute (remote employees).

The following table summarizes KnowBe4’s GHG inventory by emissions scope.

Scope	Source	2022 Emissions mtCO2e	Details
Scope 1	Refrigerants, Stationary & Mobile Combustion	0.3	Estimated based on site characteristics
Scope 2	Purchased Electricity	285	12 Firm-wide Facilities
Scope 3	Employee Commuting (Remote Employees), Business Travel, Purchased Goods and Services (Cloud Data Centers)	1713	
Scope 1+2 Total		285	
Scope 1+2+3 Total		1999	

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### GHG INVENTORY RESULTS

The table below summarizes the Inventory emissions totals by scope and category.

Scope	Source	2022 Emissions mtCO2e	Details
Scope 1	Refrigerants	0	Estimated based on site characteristics
	Stationary & Mobile Combustion	0.3	Estimated based on fuel spend data.
Scope 2	Purchased Electricity	285	12 Firm-wide Facilities
Scope 3	Employee Commuting (Remote Employees)	765	Remote Employees
	Business Travel	925	Flights, Rental Cars, Hotels, etc
	Purchased Goods and Services	23	Cloud Data Centers
Scope 1+2 Total		285	mtCO2e
Scope 1+2+3 Total		1999	mtCO2e

