



Basis of reporting

March 2020

Reporting criteria summary for selected key performance indicators in our 2019 corporate reporting

The purpose of this document is to outline the approach and scope used for data collection and verification of sustainability performance data, as published in our *Annual Report/20F*, *Sustainability Report*, *ESG datasheet* and online at bp.com/sustainability.

Scope of reporting

The indicators included cover our activities during the period 1 January to 31 December 2019. Reporting covers our global operations including those joint ventures that fall within our operational control boundary. In some cases, we may also provide information about some of our joint venture activities where we are not the operator.

Selected key performance indicators

1.	Safety
1.1	Recordable injury frequency rate
1.2	Day away from work case frequency
1.3	Number of fatalities
1.4	Number of oil spills
1.5	Process safety events (tier 1 and tier 2)

2.	Environment
2.1	Operational control boundary Scope 1 (direct) greenhouse gas emissions
2.2	Equity-based Scope 1 (direct) greenhouse gas emissions
2.3	Total sustainable greenhouse gas emission reductions towards 3.5MteCO ₂ e target
2.4	Methane emissions intensity
2.5	Emissions from the carbon in our upstream oil and gas production (CO ₂)

3.	Carbon intensity of our products
3.1	Average emissions intensity of our marketed energy products

1. Safety

1.1 Recordable injury frequency (RIF) – workforce

Definition	The total number of recordable injuries to BP employees and BP contractors for every 200,000 hours worked by the BP workforce. BP's definition of recordable injury is aligned with Occupational Safety and Health Administration (OSHA).
Scope	The KPI covers BP workforce (BP employees and BP contractors). It covers the reporting period 1 January to 31 December 2019. This metric is reported on an operational control basis.
Units	Recordable injuries per 200,000 workforce hours worked.
Method	IRIS is BP's global application for recording, reporting and learning from Health and Safety incidents. Injury incidents can be recorded in IRIS by any BP employee and any BP contractor with IRIS access. IRIS incident managers are accountable for confirming the completeness and accuracy of the incident record. IRIS determines the classification of an incident using the data submitted in the incident record. RIF is calculated in IRIS by dividing the total number of recordable injuries by the total number of workforce hours worked, multiplied by 200,000. OSHA adopted 200,000 hours as the basis for frequency unitisation as it approximately equates to the hours worked by 100 people in a year.
Source	Recordable injuries are recorded in IRIS by entities across the BP group. Workforce hours worked are submitted into IRIS by entities across BP group based on HR and contractor data. Recordable injuries and workforce hours worked are the basis of recordable injury frequency reporting.

1.2 Day away from work case frequency (DAFWCF) (workforce)

Definition	The total number of injury day away from work cases to BP employees and BP contractors for every 200,000 hours worked by the BP workforce. BP's definition of DAFWC is aligned with OSHA.
Scope	BP workforce (BP employees and BP contractors). It covers the reporting period 1 January to 31 December 2019. This metric is reported on an operational control basis.
Units	Day away from work cases per 200,000 hours worked.
Method	IRIS is BP's global application for recording, reporting and learning from Health and Safety incidents. Injury incidents can be recorded in IRIS by any BP employee and any BP contractor with IRIS access. IRIS incident managers are accountable for confirming the completeness and accuracy of the incident record. IRIS determines the classification of an IRIS using the data submitted in the incident record. DAFWCF is calculated in IRIS by dividing the total number of days away from work cases by the total number of workforce hours worked, multiplied by 200,000. OSHA adopted 200,000 hours as the basis for frequency unitisation as it approximately equates to the hours worked by 100 people in a year.
Source	Recordable injuries are recorded in IRIS by entities across the BP group. Workforce hours worked are submitted into IRIS by entities across BP group based on HR and contractor data. Recordable injuries and workforce hours worked are the basis of day away from work case frequency reporting.

1.3 Number of fatalities – workforce

Definition	A workforce fatality is any death of an employee or contractor as a result of a work-related incident.
Scope	BP workforce (BP employees and BP contractors). It covers the reporting period 1 January to 31 December 2019. This metric is reported on an operational control basis.
Units	Number of work-related workforce fatalities.
Method	IRIS is BP's global application for recording, reporting and learning from Health and Safety incidents. Fatality incidents can be recorded in IRIS by any BP employee and any BP contractor with IRIS access. IRIS incident managers are accountable for confirming the completeness and accuracy of the incident record. IRIS determines the classification of an incident using the data submitted in the incident record.
Source	Fatalities are recorded in IRIS by entities across the BP group and are the basis of workforce fatality reporting.

1.4 Number of oil spills >1bbl

Definition	The number of accidental or unplanned losses of hydrocarbon from primary containment from a BP or contractor operation, irrespective of any secondary containment or recovery. Oil spills > 1bbl are defined as any liquid hydrocarbon release of more than, or equal to, one barrel (159 litres, equivalent to 42 US gallons).
Scope	Reporting period 1 January to 31 December 2019. It includes reported oil spills >1bbl occurring within BP's operational HSSE reporting boundary. That boundary includes BP's own operated facilities and joint ventures where BP is the operator. In some cases, we may also provide information about some of our joint venture activities where we are not the operator.
Units	Number oil spills >1bbl.
Method	IRIS is BP's global application for recording, reporting and learning from Health and Safety incidents. Oil spill incidents can be recorded in IRIS by any BP employee and any BP contractor with IRIS access. IRIS incident managers are accountable for confirming the completeness and accuracy of the incident record. IRIS determines the classification of an incident using the data submitted in the incident record.
Source	Oil spill incidents are recorded in IRIS by entities across the BP group and are the basis of oil spills >1bbl reporting.

1.5 Process safety events (tier 1 and tier 2)

Definition	An unplanned or uncontrolled release of any material, including non-toxic and non-flammable materials, from a process. Process safety events (PSE) tier 1 are the most severe, with consequences including one or more of: workforce DAFWC or fatality; third party hospital admission or fatality; an officially declared community evacuation or community shelter-in-place; fire/explosion; pressure relief device (PRD) discharge to atmosphere or material release, when meeting defined thresholds and conditions. PSE tier 2 consequences include workforce recordable injury, less severe fire/explosion or PRD discharge or release of material when meeting defined thresholds and conditions. BP's definition of PSE tier 1 and tier 2 are aligned with the American Petroleum Institute guide RP-754 Process Safety Performance Indicators for the Refining and Petrochemical Industries and IOGP Report 456 – Process safety – recommended practice on key performance indicators.
Scope	Reporting period 1 January to 31 December 2019. It includes reported process safety events occurring within BP's operational HSSE reporting boundary. That boundary includes BP's own operated facilities and joint ventures where BP is the operator. In some cases, we may also provide information about some of our joint venture activities where we are not the operator.
Units	Number of process safety events tier 1 and tier 2.
Method	IRIS is BP's global application for recording, reporting and learning from Health and Safety incidents. Process safety incidents can be recorded in IRIS by any BP employee and any BP contractor with IRIS access. IRIS incident managers are accountable for confirming the completeness and accuracy of the incident record. IRIS determines the classification of an incident using the data submitted in the incident record.
Source	Process safety incidents are recorded in IRIS by entities across the BP group and are the basis of process safety events tier 1 and tier 2 reporting.

2. Environment

2.1 Operational control boundary Scope 1 (direct) greenhouse gas emissions (MteCO₂e)

Definition	Total (100%) Scope 1 (direct) CO ₂ and methane emissions from source activities that are operated by BP or otherwise within BP's operational control boundary. BP reports GHG emissions on the basis of CH ₄ and CO ₂ . Other GHGs are not included as they are not material to our operations.
Scope	Reporting period 1 January to 31 December 2019. The scope of greenhouse gas data reported covers BP's operational control boundary. This boundary includes: <ul style="list-style-type: none"> • Sites and assets operated by BP. • Company owned and operated retail sites. • Vessels for which BP holds the International Safety Management Document of Compliance (DOC). • Road vehicles, aircraft and rail transportation that we consider for these purposes are dedicated to BP's business use. • Contractor drilling activities conducted on behalf of businesses under BP operational control. • Emission sources on land owned or leased by BP for agricultural purposes and occupied by, or for the purposes of, BP's biofuels business. This boundary for reporting broadly coincides with BP's HSSE operational boundary for certain incident reporting which means that these assets are classified in the same way (i.e. as BP-operated or non-BP-operated) for both incident reporting purposes and GHG emissions reporting purposes.
Units	MteCO ₂ equivalent.
Method	Data is required to be submitted following the BP internal document 'Environmental Performance: BP Group Reporting Requirements' ("the Requirements") which is based on the GHG Protocol Corporate Standard and the IPIECA Petroleum Industry Guidelines for Reporting Greenhouse Gas Emissions 2nd Edition, May 2011. The Requirements also set out the methodologies we use for calculation of GHG data which are based on the API Compendium of GHG Emissions Methodologies for the Oil and Gas Industry and industry recognized references, such as the IPCC guidelines and US EPA publications. The responsibility for calculating and submitting GHG emissions to be used for reporting is assigned to individual BP facilities and business departments, which are termed "Reporting Units" (RUs). RUs submit a quarterly or annual breakdown of CO ₂ and methane data directly into the group reporting tool. For the end of year submission, they are required to account for all significant variances from the previous year and identify the sustainable emission reductions for the reporting period, where applicable. The RUs follow a formal GHG data submission sign-off process and are responsible for ensuring that the data has been reported in accordance with the Requirements. Once submitted, the GHG data is reviewed at corporate level by subject matter experts. The RUs quantify their emissions of carbon dioxide and methane based on the methodologies and requirements described in the Requirements, which also specify a "hierarchy" of possible approaches, with a bias towards direct measurement. Where local regulatory requirements differ from the specified methodologies, RUs may choose to submit data using local regulatory methodologies. In the event that the regulatory methodology for a significant source results in a figure judged to be less accurate than the specified methodologies then, where this is judged to be significant, the RU should use the BP specified calculation methodologies in its submission to the corporate reporting tool.
Source	Direct GHG emissions data are submitted into the corporate reporting tool by the RUs, reviewed at corporate level by subject matter experts and the metric is independently assured for use in external reporting.

2.2 Equity-based Scope 1 (direct) greenhouse gas emissions (MteCO₂e)

Definition	The percentage of emissions equivalent to BP's equity share of direct CO ₂ and direct methane emissions. This is irrespective of whether activities are operated by BP (see Operational control-based Scope 1 (direct) greenhouse gas emissions above). Scope 1 GHG emissions as defined in the GHG Protocol.
Scope	Reporting period 1 January to 31 December 2019. BP equity share data comprises 100% of emissions from subsidiaries and the percentage of emissions equivalent to our share of joint arrangements and associates, other than BP's share of Rosneft. Examples of different possible structures are provided to RUs who are advised to check with finance directors so that emissions are collected and submitted based on the status and extent of equity share of any activities within the RU.
Units	MteCO ₂ equivalent.
Method	Data is required to be submitted following the BP internal document 'Environmental Performance: BP Group Reporting Requirements' ("the Requirements"), which is based on the GHG Protocol Corporate Standard and IPIECA Petroleum Industry Guidelines for Reporting Greenhouse Gas Emissions 2nd Edition, May 2011. The RUs follow a formal GHG data submission sign-off process and are responsible for ensuring that the data has been submitted in accordance with the Requirements. Once submitted, the GHG data is reviewed at corporate level by subject matter experts.
Source	Direct GHG emissions data are submitted into the corporate reporting tool by the RUs, reviewed at corporate level by subject matter experts and independently assured for use in external reporting.

2.3 Total sustainable greenhouse gas emission reductions towards 3.5MteCO₂e target (by 2025)

Definition	Sustainable GHG emissions reductions (SERs) from activities that are within the BP operational control boundary. SERs result from actions or interventions that have led to ongoing reductions in Scope 1 (direct) and/or Scope 2 (indirect) GHG emissions (carbon dioxide and methane) such that GHG emissions would have been higher in the reporting year if the intervention had not taken place. SERs must meet three criteria: BP made a specific intervention that has reduced GHG emissions; BP must be able to quantify the reduction; and the reduction is expected to be ongoing. Reductions are reportable for a 12-month period from the start of the intervention/action.
Scope	SERs reported are from reductions that meet the three criteria described above, in the period 1 January to 31 December 2019. SERs reported include Scope 1 (direct) CO ₂ emission reductions, direct CH ₄ (methane) emission reductions and Scope 2 (indirect) GHG emissions reductions. The operational boundary includes the following: <ul style="list-style-type: none"> • Sites and assets operated by BP. • Company owned and operated retail sites. • Vessels for which BP holds the International Safety Management Document of Compliance (DOC). • Road vehicles, aircraft and rail transportation that are dedicated to BP's business use. • Contractor drilling activities conducted on behalf of businesses under BP operational control. • Emission sources on land owned or leased by BP for agricultural purposes and occupied by, or for the purposes of, BP's biofuels business.
Units	MteCO ₂ equivalent.
Method	The responsibility for calculating and submitting SERs is with individual BP facilities and business departments, which are termed "Reporting Units". Where an intervention has taken place the RU assesses how much higher the emissions would have been during the current reporting period if the project or intervention had not happened. This is applicable for reductions of Scope 1 (direct) CO ₂ and methane emissions and Scope 2 (indirect) GHG emission reductions. Details on SERs, including the methodology and calculations, are provided to subject matter experts at corporate level who review the information and confirm that the reduction meets the criteria to qualify as a SER.
Source	Data on SERs is submitted into the corporate reporting tool by RUs, reviewed at corporate level by subject matter experts, and independently assured for use in external reporting.

2.4 Methane emissions intensity (%)

Definition	Total methane emissions from upstream oil and gas activities operated by BP as a percentage of the marketed gas production from those operations. Marketed gas production is gas production from operated, producing upstream assets, that reaches a market irrespective of whether BP has custody of the gas.
Scope	Reporting period 1 January to 31 December 2019. Methane emissions: All operated upstream producing assets report methane emissions on a 100% basis including emissions from operated upstream oil and gas terminals and LNG facilities. All operated upstream producing assets are in-scope except: <ul style="list-style-type: none"> • Exploration drilling activity in new regions. • Non-producing assets e.g. logistics bases, offices, mud plants. • Major new projects prior to first production (oil or gas). Marketed gas production: All upstream gas reaching a market from BP operated, producing upstream assets, whether or not this is BP-owned product, and includes gas production from natural gas wells and associated gas from oil production wells. Throughput from BP-operated oil and gas terminals is excluded to avoid double counting despite their associated methane emissions being included in the metric.
Units	% in volume basis.

Method	<p>Methane data is required to be submitted following the BP internal document 'Environmental Performance: BP Group Reporting Requirements' ("the Requirements"), which is based on the GHG Protocol Corporate Standard and IPIECA Petroleum Industry Guidelines for Reporting Greenhouse Gas Emissions 2nd Edition, May 2011.</p> <p>The Requirements set out the methodologies for estimation of methane emissions.</p> <p>The responsibility for calculating and submitting GHG emissions to be used for reporting is assigned to individual BP facilities and business departments, which are termed "Reporting Units". RUs submit a quarterly or annual breakdown of CO₂ and methane data directly into the group reporting tool. They are asked to account for all significant variances from the previous year and identify the sustainable emission reductions for the reporting period, where applicable.</p> <p>The RUs follow a formal GHG data submission sign-off process and are responsible for ensuring that the data has been submitted in accordance with the Requirements. Once submitted the methane data is reviewed at corporate level by subject matter experts.</p> <p>The RUs quantify their methane emissions based on the methodologies and requirements described in the Requirements, which also specify a "hierarchy" of possible approaches, with a bias towards direct measurement. Where local regulatory requirements differ from the specified methodologies, RUs may choose to submit data using local regulatory methodologies. In the event that the regulatory methodology for a significant source results in a figure judged to be less accurate than the specified methodologies then, where this is judged to be significant, the RU should use the BP specified calculation methodologies in its submission to the corporate reporting tool. Marketed gas data is provided by the reservoir development team or directly from specific BP entities where marketed gas data is not available from the central reservoir development team.</p> <p>Group subject matter experts perform the intensity calculation whereby the volume of methane emissions is divided by the volume of marketed gas.</p> <p>Methane intensity calculation is consistent with the Oil and Gas Climate Initiative methane intensity methodology.</p>
Source	<p>Methane intensity metric is provided using the methane data from the corporate reporting tool and the marketed gas data provided by the reservoir development team or directly from specific BP entities.</p>

2.5 Emissions from the carbon in our upstream oil and gas production (MteCO₂)

Definition	<p>Estimated CO₂ emissions from the combustion of upstream production of crude oil, natural gas and natural gas liquids (NGLs) on a BP equity share basis based on BP's net share of production, excluding BP's share of Rosneft production and assuming that all produced volumes undergo full stoichiometric combustion to CO₂. Emissions are broadly equivalent to the GHG Protocol, Scope 3, category 11, with the specific scope of upstream production volumes.</p>
Scope	<p>It covers the reporting period 1 January to 31 December 2019.</p> <p>Based on BP equity share of production volumes of crude oil, natural gas and natural gas liquids produced by upstream oil and gas assets. BP equity share data/basis comprises 100% of emissions from subsidiaries and the percentage of emissions equivalent to our share of joint arrangements and associates, other than BP's share of Rosneft.</p> <p>Assumes all produced volumes undergo complete stoichiometric combustion to CO₂.</p>
Units	<p>Carbon dioxide (MteCO₂).</p>
Method and source	<p>The BP methodology is defined internally, and the calculation is performed by the group carbon management team and independently assured for use in external reporting.</p> <p>The scope of reporting excludes some items, for example, embodied emissions from capital goods and assets.</p>

3. Carbon intensity of our products

3.1 Average emissions intensity of our marketed energy products

Definition	Emission rate of equivalent carbon dioxide per unit of energy provided. Emissions intensity: estimated CO ₂ e on a lifecycle basis from the use, production and distribution of marketed energy products per unit of energy (MJ) delivered.
Scope	<p>Reporting period 1 January to 31 December 2019. It covers energy products marketed by BP to third party end users. BP reports the carbon intensity of our marketed energy products, as a weighted average across all categories and provides a breakdown by, four key product categories: refined products, gas products, bioproducts, and power products.</p> <p>For 2019 reporting period this covers:</p> <ul style="list-style-type: none"> • Gas products: <ul style="list-style-type: none"> – Natural gas (LNG/pipeline gas) – Natural gas liquids (NGLs) – Bio-gas • Refined products: <ul style="list-style-type: none"> – Gasoline (including associated bio-content/ETBE^a where applied) – Diesel (included associated FAME^b where applied) – Aviation fuels – Fuel oil – Petroleum coke – Other middle distillates, including gas oil and kerosene • Bioproducts: <ul style="list-style-type: none"> – Bio-iso-butanol – Ethanol from our biofuel businesses (including ethanol in US and Brazil) – Biojet • Power products: <ul style="list-style-type: none"> – Bio – Solar – Wind – Electric vehicle power sales – Equity power sales associated with BP assets (for example, from downstream refineries) – Other power (for example marketed power via equity stakes in power plant facilities) <p>For refined products, gas and bioproducts, it includes value chain greenhouse gas emissions on a lifecycle basis for each energy product, which for fossil-based products includes estimated emissions associated with the combustion of the product assuming full stoichiometric combustion to CO₂. Industry standard factors, such as emission factors, are applied for each energy product value chain. Industry factors are taken from a combination of sources, meaning that the basis of the emissions can vary by product/value chain element. For example:</p> <ul style="list-style-type: none"> • Embodied emissions from capital goods and assets are excluded for the fossil fuel products but are included for solar/wind products. • The emissions factor used for corn ethanol includes land changes, including iLUC. The emissions factor used for sugar cane ethanol does not include land use change due to differences in methodologies used by the USEPA and the European Commission. <p>For a definition of marketing sales of refined products see page 59 of <i>BP Annual Report 2019</i>. All other value chain marketing sales reflect marketing of a finished product where it is assumed to go to an end-user and represent BP's share of those sales. Specific products not in scope: crude oil (as it is included in the lifecycle for refined products), unless it is sold for use by an end user and combusted, refined products intended for non-fuel use (including lubricants, bitumen and naphtha), trades to others where product is subsequently marketed by them. Marketing product sales do not include sales by Rosneft, PAEG or Reliance (under their own brand). For power products, BP uses a fossil fuel (or thermal equivalent) equivalency factor, following the approach in the <i>BP Statistical Review of World Energy 2019</i>.</p>
Units	gCO ₂ e/MJ.
Method and source	The BP methodology is based on industry standard practices and the calculation is performed by the group carbon management team and Deloitte conducts independent assurance on the methodology and metric. This methodology will be updated to reflect changes in GHG protocols and other key inputs (e.g. emissions factors).

^a Ethyl Tertiary Butyl Ether

^b Fatty Acid Methyl Ester