**Scope of the Petra Environmental Reporting Portal**

* Capture all data as is currently done in excel sheets
* Ability to capture comments
* Automatically calculate normalized figures (usage expressed against production figures)
* Automatically calculate KPI per operation and compare against actual performance
* Automatically calculate ‘percentage difference’ between months
* Produce individual operational reports – monthly, quarterly and annual (preferred as per HSEms template)
* Produce an integrated Group report – monthly, quarterly and annual (preferred as per HSEms template)
* Use the captured data to:
  + Calculate the carbon footprint as per current tool in excel
  + Calculate the SAGERS reporting data per operation and PDSA as per current tool
  + Calculate Carbon Tax figures per operation and PDSA as per current tool
* Need dashboard capability to compare different operations / time scales / data sets
* Ability to produce reports in various time scales (e.g. Calendar year vs. Financial year)
* Background constants (formula for calculations i.e. Carbon footprint, SAGERS & Carbon Tax) to be updated annually or as needed by GEL
* Need verification and approval sign-off of operational data
* Multiple users to capture data
* Place to link source documents (e.g. Eskom accounts)