

Energy Usage and Carbon Impact Summary

Date: [Insert Date]

To: [Recipient Name]

From: [Your Name]

Subject: Summary of Energy Usage and Carbon Impact

Dear [Recipient Name],

As part of our ongoing commitment to sustainability and transparency, we have prepared a summary of our energy usage and carbon impact for the period of [Insert Timeframe].

Energy Usage Overview

Total energy consumed: [Insert Amount] kWh

Energy sources:

- Renewable: [Insert Amount] kWh
- Non-Renewable: [Insert Amount] kWh

Carbon Impact

Total CO2 emissions: [Insert Amount] kg

Emission reduction initiatives implemented:

- [Initiative 1]
- [Initiative 2]

We are continually seeking ways to improve our efficiency and reduce our environmental footprint. Your support in this endeavor is greatly appreciated.

Thank you for your attention to this important matter.

Sincerely,

[Your Name]

[Your Position]

[Your Company]