



Cabinet Office

CARBON REDUCTION PLAN GUIDANCE

Notes for Completion

Where an In-Scope Organisation has determined that the measure applies to the procurement, suppliers wishing to bid for that contract are required at the selection stage to submit a Carbon Reduction Plan which details their organisational carbon footprint and confirms their commitment to achieving Net Zero by 2050.

Carbon Reduction Plans are to be completed by the bidding supplier entity and must meet the reporting requirements set out in supporting guidance, and include the supplier's current carbon footprint and its commitment to reducing emissions to achieve Net Zero emissions by 2050.

The Carbon Reduction Plan should be updated regularly (at least annually) and published and clearly signposted on the supplier's UK website. It should be approved by a director (or equivalent senior leadership) within the supplier's organisation to demonstrate a clear commitment to emissions reduction at the highest level. Suppliers may wish to adopt the key objectives of the Carbon Reduction Plan within their strategic plans.

A template for the Carbon Reduction Plan is set out below. Please complete and publish your Carbon Reduction Plan in accordance with the reporting standard published alongside this PPN.

Carbon Reduction Plan Template

Supplier name: CF Moller

Publication date: 09/03/2022

Commitment to achieving Net Zero

CF Moller is committed to achieving Net Zero emissions by 2035.

Baseline Emissions Footprint

Baseline emissions are a record of the greenhouse gases that have been produced in the past and were produced prior to the introduction of any strategies to reduce emissions. Baseline emissions are the reference point against which emissions reduction can be measured.

Baseline Year: 2019	
Additional Details relating to the Baseline Emissions calculations.	
<i>This is CF Moller's first year of calculating baseline emissions. We have used 2019, as this was the last full year pre-covid so that figures were not skewed. Had we used 2021 the baseline would be far lower than a typical business as usual year.</i>	
Baseline year emissions: 22.605 tCO₂e	
EMISSIONS	TOTAL (tCO₂e)
Scope 1	0
Scope 2	5.079
Scope 3 (Included Sources)	17.526
Total Emissions	22.605

Emissions reduction targets

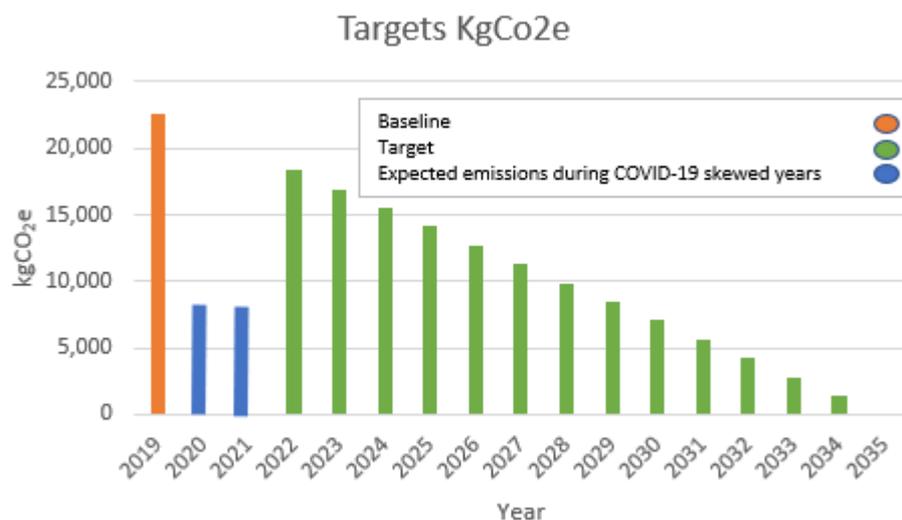
In order to continue our progress to achieving Net Zero, we have adopted the following carbon reduction targets.

We project that carbon emissions will decrease over the next five years to **11.303 tCO₂e** by **2027**. This is a reduction of **50%** to 2019 baseline.

We project that carbon emissions will decrease over the next 13 years to **0 tCO₂e** by **2035**. This is a reduction of **100%** to 2019 baseline. We will attempt to offset any residual emissions after this date.

Although we have not previously measured our carbon emissions, we decided to use a baseline of 2019. This is because the past 2 calendar years have been totally skewed by the Covid-19 pandemic. During these years, due to very limited commuting and business travel, we believe our emissions were around 1/3 of a typical calendar year. Therefore, using the most recent year (2021) as a baseline would not have shown a realistic pattern of emissions. Ongoing all measurement will be against the 2019 baseline.

Progress against these targets can be seen in the graph below:



Carbon Reduction Projects

Completed Carbon Reduction Initiatives

The main environmental management measure implemented since the 2019 baseline is the reduction to office occupancy due to the COVID-19 pandemic, and a continued hybrid approach since working from home restrictions have been lifted. Based on the current working pattern, annual commuting has reduced from 110,875 kilometres in 2019 to an estimated 63,078 kilometres in 2022. This should also reduce office electricity use, though future reporting will have to include electricity used by those working at home to compensate.

In the future we hope to implement further measures such as:

- *Major reduction in air travel for business purposes by utilising online video meetings.*
- *Employee commuting reductions due to expected Transport for London public transport decarbonisation targets and fewer days working in the office.*
- *Purchasing of only locally sourced goods and therefore for a reduction in upstream transportation and distribution.*
- *Consolidating Upstream deliveries to fewer journeys.*
- *Looking into the viability of using organisations using only electric vehicles for downstream transportation.*
- *Considering renting space in buildings with renewable electricity generation/Power Purchase Agreement.*
- *Working with upstream suppliers that have similar green credentials to ourselves.*
- *Consideration of working from an office supplied by renewable electricity.*
- *Working with our staff on best practise for lowering CO₂e emissions. This could include a behaviour change programme.*

Declaration and Sign Off

This Carbon Reduction Plan has been completed in accordance with PPN 06/21 and associated guidance and reporting standard for Carbon Reduction Plans.

Emissions have been reported and recorded in accordance with the published reporting standard for Carbon Reduction Plans and the GHG Reporting Protocol corporate standard¹ and uses the appropriate Government emission conversion factors for greenhouse gas company reporting².

Scope 1 and Scope 2 emissions have been reported in accordance with SECR requirements, and the required subset of Scope 3 emissions have been reported in accordance with the published reporting standard for Carbon Reduction Plans and the Corporate Value Chain (Scope 3) Standard³.

This Carbon Reduction Plan has been reviewed and signed off by the board of directors (or equivalent management body).

Signed on behalf of the Supplier:

Teva Hesse, Director 
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Date: ...15 March 2022.....

¹ <https://ghgprotocol.org/corporate-standard>

² <https://www.gov.uk/government/collections/government-conversion-factors-for-company-reporting>

³ <https://ghgprotocol.org/standards/scope-3-standard>