# 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: …………SERS Energy Solutions Group Ltd……….

Publication date: ………01st November 2022.................................................

## Commitment to achieving Net Zero

SERS Energy Solutions Group Ltd  is committed to achieving Net Zero emissions by 2045.

## 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.** | |
| *SERS Energy Solutions Group Ltd baseline emissions reflect the fluctuation in restructuring the business, 2019 saw the company reduce sites and manpower including company vehicles. This baseline will expand as we*<br><br>• *Win more business*<br>• *Improve existing fleet vehicles*<br>*Categories included are 1, 2,3,4,5,6*<br><br>*Categories not included are 7,8 & 9.*<br><br>==*[Instructions to Suppliers:*==<br><br>==*Add commentary regarding your Baseline Emissions as required: e.g. historic baseline which deviates from the requirements under this measure (e.g. no prior Scope 3 emissions reporting), where there is no previous reporting and the creation of a new baseline due to substantial organisational change or restructuring]*== | |

**Baseline year emissions:**

| EMISSIONS | TOTAL (tCO$_2$e) |
|---|---|
| **Scope 1** | ◆ *Scope 1 emissions are direct greenhouse gas emissions that occur from sources that are controlled or owned by the reporting organization. e.g., emissions associated with fuel combustion in boilers, furnaces, vehicles.*<br>**181.0** |
| **Scope 2** | ◆ *Scope 2 emissions are indirect greenhouse gas emissions associated with the purchase of electricity, steam, heat, or cooling. They are accounted for by the reporting organization as they are a result of the organization's energy use.*<br>**35.0** |

| Scope 3 (Included Sources 5 & 6) | ◆ *Scope 3 emissions include all sources not within an organization's scope 1 and 2 boundary. Scope 3 emissions often represent the majority of an organization's total greenhouse gas emissions, and the CRP is interested in those related to:* <br><br> ● *Business travel  - 212379 miles all  (1 Petrol & 8 Diesel cars = 59.4  tCO2e* <br> ● *Employee commuting – Not included* <br> ● *Waste generated in operations  - Total All sites = 399 tons (348 Recycled/49 Landfill) = 0.03 CO2e* <br> ● *Upstream transportation and distribution  - not included* <br> ● *Downstream transportation and distribution – N/A  not relevant* <br> **59.0** |
|---|---|
| **Total Emissions** | **275.0** |

## 2020 Emissions Reporting

| Reporting Year: 2020 | |
|---|---|
| **EMISSIONS** | **TOTAL (tCO$_2$e)** |
| **Scope 1** | **136.0** |
| **Scope 2** | **31.0** |
| **Scope 3** <br> **(Included Sources 5 & 6)** | ● *Business travel   - 187671 miles all  (2 Petrol (Hybrid) & 4 Diesel cars = 50.05  tCO2e* <br> ● *Employee commuting – Not included* <br> ● *Waste generated in operations  - Total All sites = 205.72 tons (181.712 Recycled/24.04 Landfill) = 0.01 tCO2e* <br> ● *Upstream transportation and distribution  - not included* <br> ● *Downstream transportation and distribution – N/A  not relevant* <br> **51.0** |
| **Total Emissions** | **218.0** |

*Note: SERS Energy Solutions Group Ltd emissions for 2020 were affected by COVID 19 with most sites reducing or closing, employees being furloughed or working from home where possible and 2021 we believe will increase as covid restrictions lesson.*

## 2021 Emissions Reporting

| Reporting Year: 2021 | |
|---|---|
| **EMISSIONS** | **TOTAL (tCO$_2$e)** |
| **Scope 1** | **221.68** |
| **Scope 2** | **8.62** |
| **Scope 3**<br><br>**(Included Sources 5 & 6)** | ● *Business travel* - 97687 miles all (2 Petrol (Hybrid) & 3 Diesel cars = 27.25 tCO2e<br>● *Employee commuting* – Not included<br>● *Waste generated in operations* - Total All sites = 189.91 205.72 tons 172.09 Recycled/17.82Landfill) = 0.01 tCO2e<br>● *Upstream transportation and distribution* - not included<br>● *Downstream transportation and distribution – N/A not relevant*<br>**27.25** |
| **Total Emissions** | **257.55** |

*Note: SERS Energy Solutions Group Ltd emissions for 2021 were again affected by COVID 19 with most sites increasing and new sites opening, new employees being hired increasing vehicle and milage for the year SERS expects this to reduce over the next twelve to 18 months.*

## 2022 Emissions Reporting

| Reporting Year: 2022 | |
|---|---|
| **EMISSIONS** | **TOTAL (tCO$_2$e)** |
| **Scope 1** | **221.89** |
| **Scope 2** | **8.38** |
| **Scope 3**<br><br>**(Included Sources 5 & 6)** | ● *Business travel* - 342161 miles all (4 Petrol (Hybrid) & 4 Diesel cars = 44.15 tCO2e<br>● *Employee commuting* – Not included<br>● *Waste generated in operations* - Total All sites = 585.62 tons 526.25 Recycled/59.37 Landfill) = 0.01 tCO2e<br>● *Upstream transportation and distribution* - not included<br>● *Downstream transportation and distribution – N/A not relevant*<br>**24.61** |
| **Total Emissions** | **254.88** |

*Note: SERS Energy Solutions Group Ltd emissions for 2022 have been affected by increase in contracts and personnel with the knock on effects of expansion however a slight decrease in 2022 from 2021.*

## Reporting Boundaries

Our reporting boundary for Scope 3 only includes business use of private vehicles & waste removed from site

The other activities have not been included in our reporting boundaries either because the nature of our business means that the level of activity and therefore the emissions associated with them are assessed to be extremely low (eg 'Downstream transportation and distribution') or because we do not have a reliable sources of the data we would require in order to report (eg 'Employee commuting').

For those Scope 3 activities that have not been included within our reporting boundary, we are in the process of developing the data capture and reporting methodologies required for us to report the emissions within our annual report.

## Emissions from business travel

The emissions associated with the business use of private vehicles is already included within our reporting boundary. We are engaging with our third-party business travel partners and our internal expenses team in order to obtain the data necessary to report the emissions associated with all business travel (e.g., air/rail/taxis/bus/hotels) and aim to include these in our future reports.

## Upstream transportation and distribution

The materials delivered to our construction sites are purchased both directly & indirectly and as such, the carbon emissions associated with their transportation are included in 'Purchased goods and services' rather than 'Upstream transportation and distribution'.

For materials purchased directly, we are currently engaging with our key suppliers to obtain the data required to report the carbon emissions associated with deliveries to our sites. We hope to include within our report for 2023.

## Employee commuting

We have not included employee commuting within our Scope 3 reporting boundary because we do not have a source of commuting activity data. We are conducting an employee survey in 2023 to cover our next carbon reporting period (ie calendar year 2023) to capture typical commuting behaviors to enable commuting emissions data to be generated.

## Downstream transportation and distribution

There are no downstream transportation and distribution activities associated with the construction activity we perform. This Scope 3 category is therefore not relevant to SERS Group Ltd

## 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 **175.0** tCO$_2$e by **2026**.

This is a reduction of **36**%

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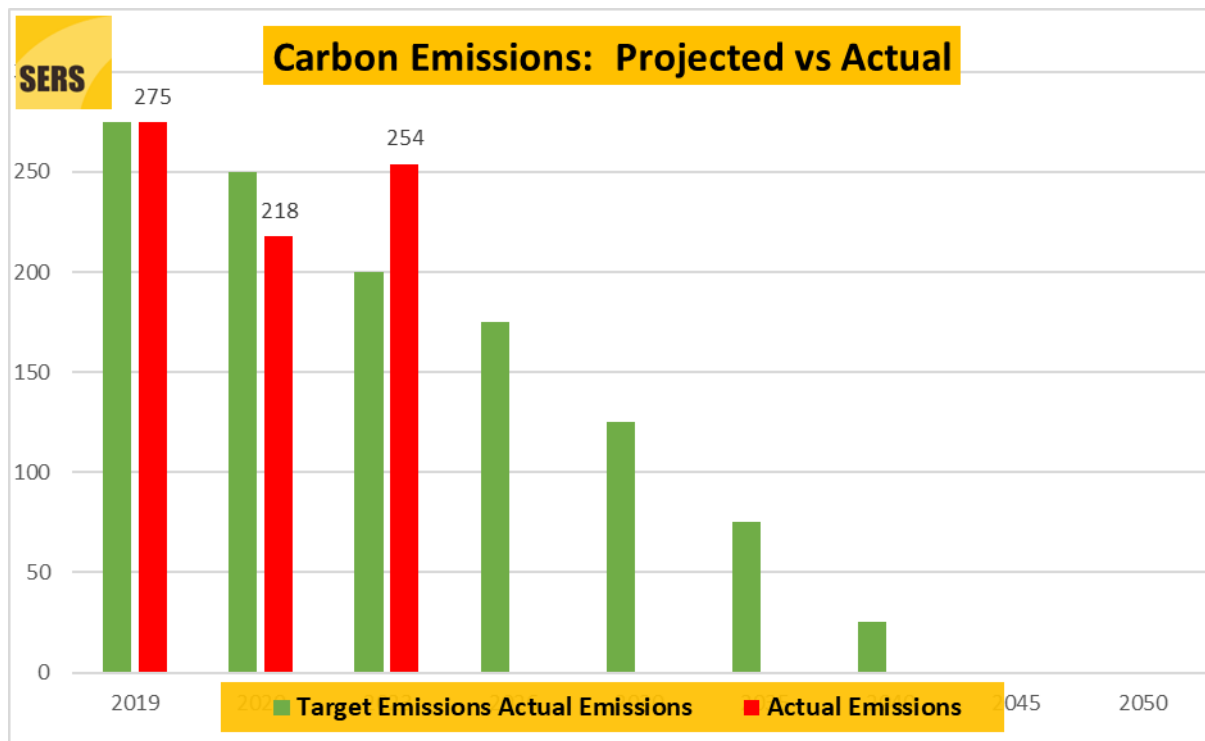


## Carbon Reduction Projects

### Completed Carbon Reduction Initiatives

The following environmental management measures and projects have been completed or implemented since the 20**19** baseline. The carbon emission reduction achieved by these schemes equate to **24** tCO$_2$e, a **8**%ge reduction against the **2019** baseline and the measures will be in effect when performing the contract.

- In conjunction with our ISO14001 EMS we have created realistic reporting to support our CRP.
- Installed a Air Source Heat Pump to replace office boiler in Main Office
- We have switched lighting from switches to motion controlled lighting & push button taps in the offices.
- We have allowed office staff the flexibility to work from home and conduct meeting online.

  In Future we hope to Implement further measures such as:
- Improve & renew the vehicle fleet to include hybrid/electric vehicles
- Review and switch Energy Providers for offices to green energy suppliers.

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

## 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 standard[1] and uses the appropriate Government emission conversion factors for greenhouse gas company reporting[2].

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) Standard[3].

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:

…                               …..……………

……Rob Martin.……………………………

……Managing Director……….…………

…..SERS Energy Solutions Group Ltd….

Date: ……01 Nov 2022…………..……..

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[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