

# Carbon Reduction Plan

**Supplier name:** Sol-Tec Ltd

**Publication date:** 26th July 2022

## Commitment to achieving Net Zero

Sol-tec UK is committed to achieving Net Zero emissions by 2030.

## 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: 2021**

### Additional Details relating to the Baseline Emissions calculations

Sol-Tec has undertaken its first carbon assessment and formulated its first carbon reduction plan for the baseline year January 01, 2021, to December 31, 2021. We recognise that our operations have an environmental impact and we are committed to monitoring and reducing our emissions. The Baseline year has been taken from 2021 where we have been monitoring our carbon impact and taken positive steps to reduce our footprint for the following year and will be year on year thereafter.

At Sol-tec we are aware of our reporting obligations under The Companies (Directors' Report) and Limited Liability Partnerships (Energy and Carbon Report) Regulations 2018. As such, for this financial year we have upgraded our energy and carbon reporting to meet these new requirements and increased the transparency with which we communicate about our environmental impact to our stakeholders.

Our emissions on a location basis (using the UK grid emissions intensity) are 6.4 tCO<sub>2</sub>e, which is an average impact of 0.2 tCO<sub>2</sub>e per FTE. We are aiming to reduce this by 10% over the next year. We have calculated emission intensity metrics on an FTE basis, which we will monitor to track performance in our subsequent environmental disclosures.

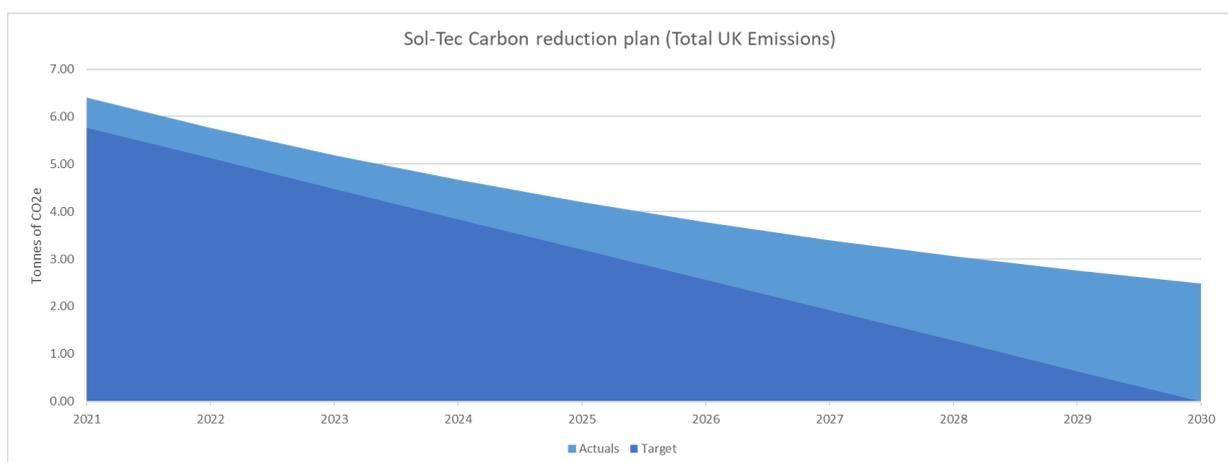
Baseline year emissions: 2021	
EMISSIONS	TOTAL (tCO <sub>2</sub> e)
Scope 1	0
Scope 2	0
Scope 3 (Including Electricity transmission and distribution, Water, Employee cars, Rail, Public Transport, Business Flights)	6.4
<b>Total Emissions</b>	<b>6.4</b>

## Emissions Reduction Targets

In order to continue our progress to achieving Net Zero, we have adopted the following Carbon Reduction Plan targets, additionally supported by carbon offsetting for the necessary residual emissions that will remain by 2030. We project that carbon emissions will decrease over the next five years to 3.78 tCO<sub>2</sub>e by 2026. This is a reduction of 41%.

- + Achieve Net Zero Carbon by 2030.
- + Achieve 10% emissions reduction per FTE for the following year.
- + Achieve a Target Carbon Intensity at 0.18 tCO<sub>2</sub>e per FTE by ensuring travel remains lower than 2019-2020 pre-Covid levels paying particular attention to flight requests, reducing inter-office travel, and implementing the hybrid working model.
- + Reduce tCO<sub>2</sub>e emissions on purchased electricity by contacting landlords where electricity supply is purchased directly for the managed buildings to encourage zero emission supply.

Our current and projected carbon emissions, resulting from our carbon reduction plan, are shown in the following graph:



# Carbon Reduction Projects

## Completed Carbon Reduction Initiatives

The following environmental management measures and projects have been completed or implemented during the 2021 baseline. As this is the baseline year, the measures for these targets will not be fully realised until the next reporting period. All measures will be in effect when performing the contract.

1. **Data Collection** – we have improved our Data Collection processes in order to respond to the increasing regulatory requirements around our environmental performance.
2. **Hybrid Working** – working from home has proved to be successful during the pandemic, and in line with employee feedback, we have implemented a pilot 50% working from home policy.
3. **Travel** – we have encouraged staff not to travel, by using technology wherever possible, and during the COVID-19 pandemic travel drastically reduced and remote meetings became normal. We look to maintain this increased use of technology moving forward as we continue to optimise our solution. We question whether employees need to drive at all, to consider alternative transport, make use of video conference/teams call, and encourage car sharing, with the appropriate COVID-19 safety measures, wherever possible.
4. **Print Management** – to reduce the amount of paper used we have actively encouraged staff to send documents digitally to reduce the amount of paper used, this became more enforced during the COVID-19 crisis, and we look to maintain this reduction moving forward.

## Future Carbon Reduction Initiatives

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

1. **Energy Audits** – we have undertaken Energy Audits to comply with the requirements of the Energy Savings Opportunities Scheme (ESOS), through which we have identified several energy efficiency measures that are under review and will be implemented as practicable
2. **Office Locations** – we continue to look for new ways to minimise our office carbon footprint, additional initiatives include looking at LED low energy light bulbs, motion sensors and smart meeting room controls.
3. **Meeting Policy** – we are assessing the impact of a meeting policy to negate the need to travel purely for meetings.
4. **Power Management Policy** – we are looking to standardise on a policy to ensure all new IT hardware and office equipment conforms to a minimum energy efficiency rating.
5. **Remote Management** – we will be looking to minimise travel through optimising remote access to IT and office hardware, the optimisation includes automation of procedures as appropriate.
6. **Supplier Management** – we are investigating the feasibility of assessing all suppliers to ensure prioritisation in line with the government greening initiative.

## Completed Carbon Offsetting Initiatives

Sol-tec appreciates that there may be a point where the business cannot mitigate all carbon produced, and/or where the cost to do so may be disproportionate to the gain. We will therefore look to contract with two carbon off-setting accounts. One company under consideration is Ecologi who have a global reach and look at both short term (i.e. peat lands) and long term (tree planting) initiatives. We are considering Ecologi for standard employee off-setting on an annual basis which will help to off-set as we grow our company and our number of employees. We will also look at a second account which will act as an 'Impact' account to off-set any extraordinary carbon impact such as long-hail flights and annual events over and above our normal operation. Our aim is from 2022 to include offset and mitigations data in our annual ESG and Carbon reporting.

## 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<sup>1</sup> and uses the appropriate Government emission conversion factors for greenhouse gas company reporting<sup>2</sup>.

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<sup>3</sup>.

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:



Peter Sweetbaum  
Chief Executive Officer

Date: ...26/07/2022 .....

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

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

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