



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<sup>1</sup> 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 CRP should be specific to the bidding entity, or, provided certain criteria are met, may cover the bidding entity and its parent organisation. In order to ensure the CRP remains relevant, a Carbon Reduction Plan covering the bidding entity and its parent organisation is only permissible where the detailed requirements of the CRP are met in full, as set out in the Technical Standard<sup>2</sup> and Guidance<sup>3</sup>, and all of the following criteria are met:

- The bidding entity is wholly owned by the parent;
- The commitment to achieving net zero by 2050 for UK operations is set out in the CRP for the parent and is supported and adopted by the bidding entity, demonstrated by the inclusion in the CRP of a statement that this will apply to the bidding entity;
- The environmental measures set out are stated to be able to be applied by the bidding entity when performing the relevant contract; and
- The CRP is published on the bidding entity's website.

Bidding entities must take steps to ensure they have their own CRP as soon as reasonably practicable and should note that the ability to rely on a parent organisation's Carbon Reduction Plan may only be a temporary measure under this selection criterion.

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.

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<sup>1</sup>Bidding supplier or 'bidding entity' means the organisation with whom the contracting authority will enter into a contract if it is successful.

<sup>2</sup>Technical Standard can be found at:

[https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment\\_data/file/991625/PPN\\_0621\\_Technical\\_standard\\_for\\_the\\_Completion\\_of\\_Carbon\\_Reduction\\_Plans\\_\\_2\\_.pdf](https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/991625/PPN_0621_Technical_standard_for_the_Completion_of_Carbon_Reduction_Plans__2_.pdf)

<sup>3</sup>Guidance can be found at:

[https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment\\_data/file/991623/Guidance\\_on\\_adopting\\_and\\_applying\\_PPN\\_06\\_21\\_\\_Selection\\_Criteria\\_\\_3\\_.pdf](https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/991623/Guidance_on_adopting_and_applying_PPN_06_21__Selection_Criteria__3_.pdf)

# Carbon Reduction Plan Template

Supplier name: iMEDicare Ltd

Publication date: May 16th, 2023

## Commitment to achieving Net Zero

iMEDicare is committed to achieving Net Zero emissions by 2050.

## 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.

*[Instructions to Suppliers:*

*Please provide details of your organisation's baseline emissions below. If your organisation has not previously assessed or reported emissions, please detail this below and use your first reporting period as your Baseline.]*

<b>Baseline Year: 2022</b>	
<b>Additional Details relating to the Baseline Emissions calculations.</b>	
This is iMEDicare Ltd first emissions report, 2022 will therefore be the baseline year.	
<b>Baseline year emissions: 2022</b>	
<b>EMISSIONS</b>	<b>TOTAL (tCO<sub>2</sub>e)</b>
<b>Scope 1</b>	<b>82.8</b>
<b>Scope 2</b>	<b>7.2</b>
<b>Scope 3</b> (Included Sources)	<b>2,900</b>
<b>Total Emissions</b>	<b>2,990</b>

## Emissions reduction targets

As this is iMEDicare Ltd's GHG report, the company will look to build a quantified decarbonisation strategy in line with science in the upcoming year with the help of its carbon management partner Greenly, accounting for the following current context;

Because 89% of the GHG calculated emissions appear to be connected with product purchases, iMEDicare plans to work with direct suppliers' and/or to perform specific analyses (such as life cycle analysis) on the purchases to identify differences in carbon intensity of our current product line and to make necessary adjustments to our purchases.

Emissions connected with our travelling and commuting represent 5% of our total GHG emissions, this means iMEDicare will focus this year on developing a travelling policy looking to minimise air travel, promote video conferencing for long-distance calls and promote low-carbon commuting habits for employees.

Freight amounts to 2% of our total GHG emissions which require an optimisation of our freight operations and/or a search for more energy efficient and low carbon transporters.

We project that carbon emissions will decrease over the next five years to **2696** tCO<sub>2e</sub> by **2028**. This is a reduction of **10%**

## Carbon Reduction Projects

### Completed Carbon Reduction Initiatives

So far, iMEDicare has implemented the following carbon reduction initiatives:

- *We have formally measured our Carbon footprint May 2023, and plan to publish a formal certified Carbon Reduction Plan by 31<sup>st</sup> August 2023.*
- *We have invested in **Missouri Advanced Refrigeration System** (Certified by First Environment, Inc.) **which** Replaces high-GWP refrigerants in commercial equipment with a significantly lower-GWP refrigerant.*  
**Offsetting** 2000/300 T-Co<sub>2</sub> of our carbon production.
- *We have recently installed LED lighting controls in our main office and warehouse.*

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

- Implementation of a car policy that introduces hybrid vehicles amongst the company fleet; We aim to switch to all Electric by 2030.
- Implementation of a two-day smart working program;
- Turn off company equipment (Wifi, printers, screens, lights ...) at night and on weekends;
- Regular maintenance of our air conditioning systems;

- Monitoring of employees travel preferences and carbon related consumption;
- Implementation of a system of waste sorting;
- Introduced company water refillable dispensers and reusable glass bottles gifted to all employees;
- We entrust our IT equipment at the end of its life to a reconditioning company;
- We help extend the life of our smartphones and our laptops;
- When renewing our IT assets we opt for less powerful phones;
- We limit the purchase of new IT equipment;
- We improve the performance of company-owned services;
- We sensitize employees on eco-friendly gestures;
- We maintain company vehicles on a regular basis.
- We plan to install solar panels on the roof of our office / warehouse
- *We aim to achieve ISO14001 by 1<sup>st</sup> February 2023.*
- *We will also launch an in-house education program supported by Greenly with online seminars and quizzes implemented over time directed to both our own staff and those of our suppliers to take all measures possible to achieve NET Zero before 2050, amongst many other measures.*

## 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>4</sup> and uses the appropriate Government emission conversion factors for greenhouse gas company reporting<sup>5</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>6</sup>.

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

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<sup>4</sup><https://ghgprotocol.org/corporate-standard>

<sup>5</sup><https://www.gov.uk/government/collections/government-conversion-factors-for-company-reporting>

<sup>6</sup><https://ghgprotocol.org/standards/scope-3-standard>

**Signed on behalf of the Supplier:**

Darren Breen, Director iMEDicare LTD

A handwritten signature in blue ink, appearing to read "Darren Breen". The signature is written in a cursive style with a large initial 'D'.

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Date: .....16th May 2023