



Carbon Reduction Plan

Supplier name: PROc2w Limited (t/a Green Commute Initiative)

Company Registration Number: 10007258 (10315668)

Published date: 31st July 2024

Commitment to achieving Net Zero

PROc2w Limited is committed to achieving Net Zero emissions by 2040.

Green Commute Initiative (GCI) subcontracts all of its services to PROc2w Limited. This Carbon Reduction Plan reflects the joint goals for both companies.

This inventory does not include the Scope 3 emissions associated with bikes acquired through PROc2w / GCI's service.

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. We have chosen our baseline year to be 1st March 2022 – 28th February 2023.

Baseline Year: 1st March 2022 – 28th February 2023	
Additional details relating to the Baseline Emissions calculations:	
There are no Scope 1 emissions reportable for the Baseline Year (1 st March 2022 – 28 th February 2023) as PROc2w does not occupy a premises which has stationary combustion or engage in manufacturing / contribute to process emissions. In the Baseline Year, PROc2w also did not travel in any company-owned combustion-engine vehicles or contribute to the release of fugitive gases.	
Baseline year emissions: 1st March 2022 – 28th February 2023	
EMISSIONS	TOTAL (tCO₂e)
Scope 1	0.0
Scope 2	Market-based: 0.4 Location-based: 0.9
Scope 3 including: <ul style="list-style-type: none"> ● Purchased Goods & Services ● Capital Goods ● Fuel & Energy Related Services ● Business Travel ● Transportation & Distribution (Upstream & Downstream) ● Employee Commuting & Homeworking ● Operational Waste & Water ● Leased Assets (Upstream & Downstream) ● Franchises & Investments 	105.5



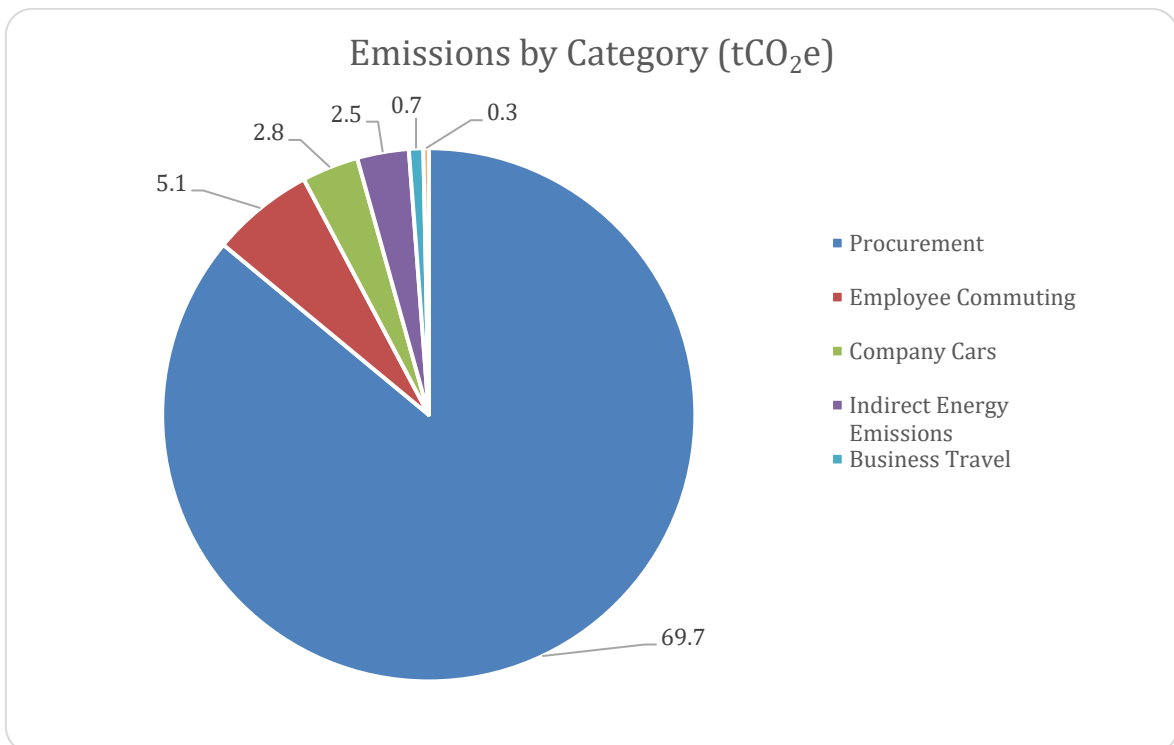
Total Emissions	Market-based: 105.9 Location-based: 106.5
------------------------	--

Our total emissions equate to a Carbon Intensity Metric of **15.1 tCO₂e per full-time employee equivalent** (FTE) based on **7** FTEs during the baseline period (using market-based emissions).

**Purchased electricity can be measured in two ways. A location-based method reflects the average emissions intensity of grids on which energy consumption occurs (using mostly grid-average emission factor data). A market-based method reflects emissions from electricity that companies have purposefully chosen (or their lack of choice). A market-based method therefore takes into account the purchase of electricity via a verified renewable energy tariff. We have chosen to base our Net Zero target on a market-based methodology.*

Reporting Year: 1 st March 2023 – 29 th February 2024	
EMISSIONS	TOTAL (tCO ₂ e)
Scope 1	2.8
Scope 2 100% renewable electricity tariff procured Vehicles charged using 100% renewable electricity tariff	Market-based: 0.0 Location-based: 1.5
Scope 3 including: <ul style="list-style-type: none"> ● Purchased Goods & Services ● Capital Goods ● Fuel & Energy Related Services ● Business Travel ● Transportation & Distribution (Upstream & Downstream) ● Employee Commuting & Homeworking ● Operational Waste & Water ● Leased Assets (Upstream & Downstream) ● Franchises & Investments 	78.5
Total Emissions	Market-based: 81.2 Location-based: 82.7

Our total emissions equate to a Carbon Intensity Metric of **11.6 tCO₂e per full-time employee equivalent (FTE)** based on **7 FTEs** during the measurement period (using market-based emissions).





Emissions reduction targets

PROc2w Limited is committed to achieving Net Zero by 2040.

To achieve Net Zero we will need to reduce our absolute emissions by 90% from our baseline year and offset any residual emissions. To track our progress towards our long-term Net Zero target, we have also set some near-term targets to 2030.

Our near-term targets:

- Reduce scope 1 and 2 emissions to zero by 2030.
- Continue to procure 100% renewable electricity to 2030 and beyond.
- Reduce measured scope 3 emissions by 20% by 2026
- Reduce measured scope 3 emissions by 35% by 2030.
- Measure all scope 3 categories by 2026.

Our long-term targets:

- Reduce our total market-based emissions (scope 1, 2 and 3) by at least 90% by 2040.
- Neutralise any residual emissions using verified carbon offsets.

Carbon Reduction Projects

Completed Carbon Reduction Initiatives

The following environmental management measures and projects have been completed or implemented. The carbon emission reduction achieved by these measures will be in effect when performing the contract.

Activity	Completion Year	Scope
Commit to measuring carbon footprint of business activities year on year to gain an understanding of pinch points and regularly be making efficient and direct improvements to reduce these emissions. Year 1 appointed Positive Planet to support with calculating baseline carbon footprint and reduction recommendations.	2022	1,2,3
Created a Green Team to lead initiatives. This team has been made up of members from different departments to support the roll out of initiatives and management of data, this includes sharing and collaborating throughout the organisation.	2022	1,2,3
Energy efficiency improvements for office appliances including a water heater; utilisation of lower-carbon web browsing platforms (ecosia).	2023	2,3
Employee internal combustion engine commuter vehicle replaced with hybrid.	2023	3
Switched to a 100% renewable electricity tariff at the premises occupied by PROc2w and Green Commute Initiative.	2023	2



Future Carbon Reduction Plans

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

Activity No.	Activity	Target Date	Category
1	Conduct a review of company vehicles to outline a strategy for company vehicle electrification, such that no internal combustion engine vehicles are owned & operated by PROc2w by 2030.	2026	Mobile Combustion Purchased Electricity (EVs)

Based upon the above completed and planned initiatives, it is projected that Scope 1 & 2 carbon emissions will decrease to **0 tCO₂e** by 2030.

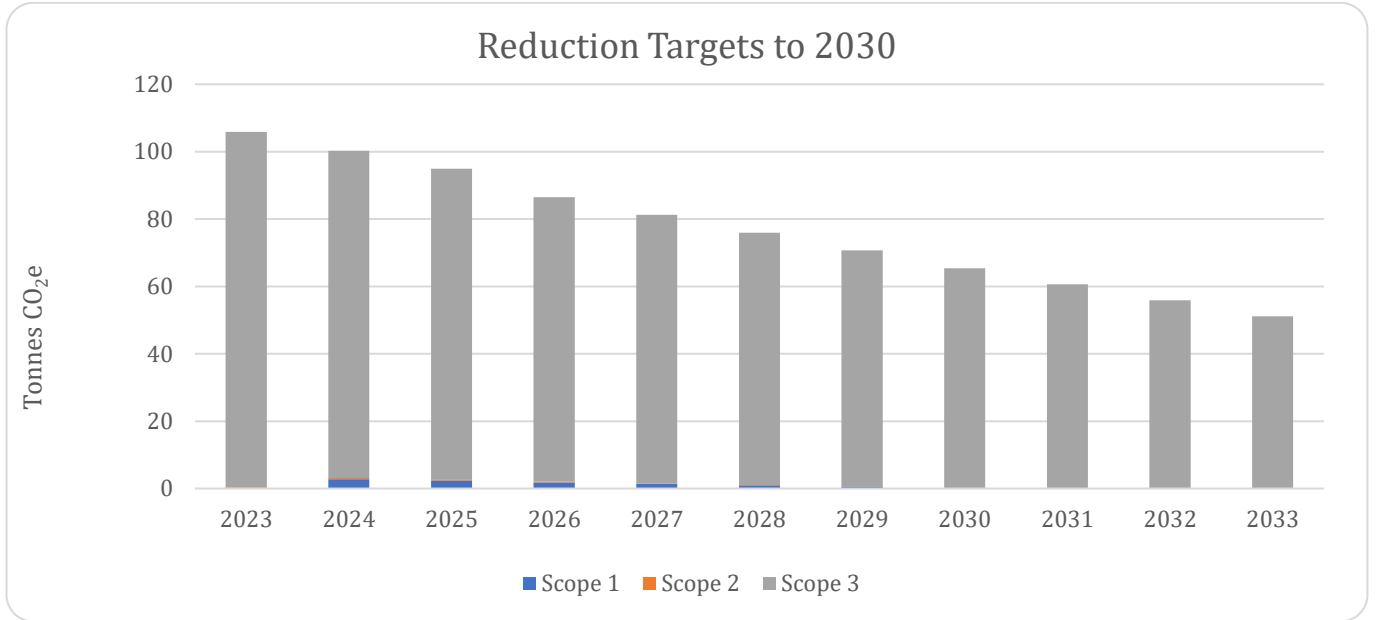
We also aim to implement the further initiatives below to reduce Scope 3 emissions:

Activity No.	Activity	Target Date	Category
1	<p>Commit to measuring the remaining Scope 3 categories, meaning that year’s carbon emissions measurement will be a full picture of PROc2w Limited’s carbon impact.</p> <p>Most importantly, the largest missing categories are Purchased Goods & Services (Production Goods / Goods for resale), and downstream Product emissions (Processing of Sold Products, Use of Sold Products, End-of-Life Treatment of Sold Products). When all categories are measured, reduction activities targeted at the entire emissions inventory will be able to be created.</p>	2026	Production Goods Upstream Leased Assets Downstream Leased Assets Franchises Investments Processing of Sold Products Use of Sold Products End-of-Life of Sold Products
2	<p>Consider further training and engagement for the Green Team, leadership, and the wider employee base. Including and not limited to, creating spaces for environmental positive conversations (internal comms, newsletters, slack, Teams etc), certified Carbon Literacy Training for all applicable to roll out to further workforce and share with externals where appropriate.</p>	2025	Commuting & Home Working Business Travel
3	<p>Implement a Sustainable Procurement Policy. Encourage suppliers to adopt sustainable practices and improve their own carbon footprint through supplier engagement, procurement policies and contracts, and monitoring reporting mechanisms.</p> <p>Commit to a Sustainability Audit or Survey to request further information regarding credentials – plan to send these to the Top 5-10 suppliers by spend, increasing annually. This data collection will support reduction journey by gathering important data for future measurement & encourage supply chain integration towards Net Zero.</p> <p>Complete this audit within two phases:</p> <ol style="list-style-type: none"> 1. Identify suppliers for engagement 2. Formulate and collect data (survey/scoring) <p>Once completed prioritise suppliers with lower carbon footprints as part of the above phased approach. This may also involve purchasing second hand/refurbished (furniture, IT equipment) and extending the lifespan of purchased items.</p> <p>Develop and monitor procurement policy for all new suppliers to align to Net Zero goals.</p>	2025	Purchased Goods & Services
4	<p>Develop and implement a Sustainable Travel Policy to support environmental impact of choices when</p>		Business Travel

	<p>travelling, staying in hotels and commuting. The priorities within this policy will support active travel and low emission travel options where appropriate.</p> <p>Utilise the emissions travel hierarchy:</p> <ul style="list-style-type: none"> ● Digital communication ● Walking and cycling ● Public and shared transport ● EV's and car sharing/clubs ● ICE vehicles and car sharing/clubs ● Air travel 	2024	Commuting
5	<p>Add sustainability criteria to all purchasing decisions, including the expected lifespan, energy efficiency (and embodied carbon where available), and necessity of the purchase. To support this, provide all teams with sustainability measures & targets for purchases & expenditure.</p>	2026	Purchased Goods & Services
6	<p>Consider lifetime carbon emissions and purchase in line with minimum longevity requirements, prioritising repair & reuse over re-purchase. For vehicles, EVs prioritised over ICEV.</p> <p>Compare the carbon impact of large-spend items with alternatives.</p>	2028	Capital Goods
7	<p>Optimise digital marketing assets by 20-30% and minimise wastage by improving ad-targeting and reducing wasted impressions (digital marketing)</p>	2027	Purchased Goods & Services
8	<p>Software and Cloud sustainability action: Optimise website images and media, utilise green web hosting, complete an audit of cloud-based services and consider switching to green providers & removing unnecessary subscriptions.</p>	2029	Purchased Goods & Services

Based upon the above completed and planned initiatives, it is projected that Scope 3 carbon emissions will further decrease over the next seven years from the current normalised measurement of 97.1tCO₂e to 65.4 tCO₂e by 2030. This is a reduction of 32.7% and will keep us on track to Net Zero.

Emissions described in the chart below for Reporting Year ending 2023 and Reporting Year ending 2024 are measured emissions. Emissions have been estimated for all other Reporting Years.





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 approved by PROc2w Limited Executive Team.

Signed on behalf of PROc2w Limited:

Name: **J Flint**
Position: **Director**
Date: **August 2024**

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

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

3 <https://ghgprotocol.org/corporate-value-chain-scope-3-standard>