



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: Envair Limited

Publication date: 13/11/2023

## Commitment to achieving Net Zero

Envair 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.

<b>Baseline Year: 2023</b>	
<b>Additional Details relating to the Baseline Emissions calculations.</b>	
<p>Envair has raised our sustainability ambitions.</p> <p>This target to become net zero will be reached by a stepwise approach in several areas, such as switching to renewable energy sources, updating the vehicle fleet, changing business travel routines, finding new and smart logistics alternatives.</p> <p>As an engineering company, operating in Healthcare and Pharma Sectors, Envair's impact is inherently a social one - to help improve and save people's lives.</p> <p>Envair operates from premises in the UK, employs over 75 people and uses a field-based fleet of 15 vehicles to carry out sales, service and marketing activity.</p> <p>The long-term target is to become a net zero company by 2050.</p> <p>FY23 is the baseline year future carbon reporting as outlined in this Carbon Reduction Plan.</p> <p>Reporting will commence from 2024 onwards.</p>	
<b>Baseline year emissions:</b>	
<b>EMISSIONS</b>	<b>TOTAL (tCO<sub>2</sub>e)</b>
<b>Scope 1</b>	27.4 tCo2e (Vehicle emissions)
<b>Scope 2</b>	32.19 tCo2e purchased electricity

<b>Scope 3</b> (Included Sources)	1436.25 tCo2e Employees commuting 0.75 tCo2e Upstream logistics & distribution 65 tCo2e Downstream logistics & distribution 110 tCo2e Business Travel 8.5 tCo2e Waste 1252 tCo2e
<b>Total Emissions</b>	1,495.84

**Current Emissions Reporting**

<b>Reporting Year: 2024 (to be reported YE 2024)</b>	
<b>EMISSIONS</b>	<b>TOTAL (tCO<sub>2</sub>e)</b>
<b>Scope 1</b>	
<b>Scope 2</b>	
<b>Scope 3</b> (Included Sources)	
<b>Total Emissions</b>	

## Emissions reduction targets

To continue our progress for achieving Net Zero Carbon Emissions prior to the Government's target of 2050, we have adopted the following carbon reduction targets.

Envair Sustainability Strategy

- Committed to Carbon neutral in own production by 2030 (Scope 1 & 2)
- Committed to 90% reduction of all by 2030 (Scope 1 & 2)
- Envair to be Net Zero by 2050 (Scope 1, 2 and 3)

Progress will be reported during YE 2024.

## Envair Carbon Reduction Projects

1. Car Fleet: Our UK Fleet of 15 vehicles has 2 Hybrid Vehicles and 1 EV – aim to make all vehicles Electric by 2030.
2. Reduction in Waste. Factory focused on reduction of waste through reducing the amount of bin cycles to reduce the CO2.
3. Reduction in Logistics and distribution CO2 in both upstream & downstream

## 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).

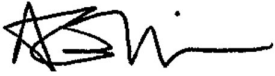
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<sup>4</sup><https://ghgprotocol.org/corporate-standard>

<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:**

A handwritten signature in black ink, appearing to read 'A. Ellison', with a stylized initial 'A' and a horizontal line extending to the right.

Andrew Ellison

Director

Date: 13 November 2023