



# Carbon Reduction Plan

Supplier name: **Procur3d Consulting Ltd**

Publication date: **14 October 2026**

## Commitment to achieving Net Zero

**Procur3d Consulting Ltd** 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.

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| <b>Baseline Year: 2022</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |
| <b>Additional Details relating to the Baseline Emissions calculations.</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |
| <p>Reporting years are labelled by the calendar year in which Procur3d's financial year ends (for example, the 2026 reporting year runs from 1 February 2025 to 31 January 2026). Baseline year: financial year 2022. The baseline covers Scope 1 (company vehicle fuel), Scope 2 (purchased electricity for office premises then occupied) and the PPN 006 Scope 3 subset (business travel and employee commuting). Upstream and downstream transportation and waste were nil or de minimis.</p> <p>The 2022 baseline was calculated using sector-typical estimates rather than logged activity data. From the 2026 reporting year, emissions are calculated from logged activity data (mileage by mode, rail, hotel nights and homeworking hours) multiplied by the UK Government (DESNZ) conversion factors for company reporting, and homeworking energy is now included within employee commuting. The company also moved to a fully home-based operating model with no company-controlled premises.</p> <p>Because of these changes the reporting-year figures are not directly comparable with the baseline. The 2022 baseline is retained for continuity; the</p> |

reduction shown against it should be read as approximate. Our previously published plan (December 2024) reported 13.07 tCO<sub>2</sub>e for 2024, calculated on the earlier estimation basis and including office electricity.

**Baseline year emissions:**

| <b>EMISSIONS</b>                  | <b>TOTAL (tCO<sub>2</sub>e)</b> |
|-----------------------------------|---------------------------------|
| <b>Scope 1</b>                    | <b>2.9</b>                      |
| <b>Scope 2</b>                    | <b>8.9</b>                      |
| <b>Scope 3 (Included Sources)</b> | <b>5.6</b>                      |
| <b>Total Emissions</b>            | <b>17.4</b>                     |

**Current Emissions Reporting**

**Reporting Year: 2026 (1 February 2025 to 31 January 2026)**

| <b>EMISSIONS</b>                  | <b>TOTAL (tCO<sub>2</sub>e)</b> |
|-----------------------------------|---------------------------------|
| <b>Scope 1</b>                    | <b>0.00</b>                     |
| <b>Scope 2</b>                    | <b>0.00</b>                     |
| <b>Scope 3 (Included Sources)</b> | <b>4.78</b>                     |
| <b>Total Emissions</b>            | <b>4.78</b>                     |

Scope 1 is nil: the only company vehicle is fully electric and no fuel is combusted. Scope 2 is nil: Procur3d holds no purchased-electricity account (a serviced office used during the year was landlord-controlled, with energy included in the rent). The company electric vehicle was acquired in 2026, so its charging electricity falls within the 2027 reporting year (from 1 February 2026) and is being logged from then.

Scope 3 included sources: business travel by road 1.51 tCO<sub>2</sub>e; business travel by rail 0.23 tCO<sub>2</sub>e; business hotel accommodation 0.25 tCO<sub>2</sub>e; and employee commuting including homeworking energy 2.79 tCO<sub>2</sub>e. Regular

commuting is nil as staff are home-based. Upstream and downstream transportation and distribution and waste generated in operations were considered and are nil or de minimis.

Emissions intensity: 0.91 tCO<sub>2</sub>e per full-time equivalent employee (5.3 FTE; employees and directors, excluding contractors).

### **Emissions reduction targets**

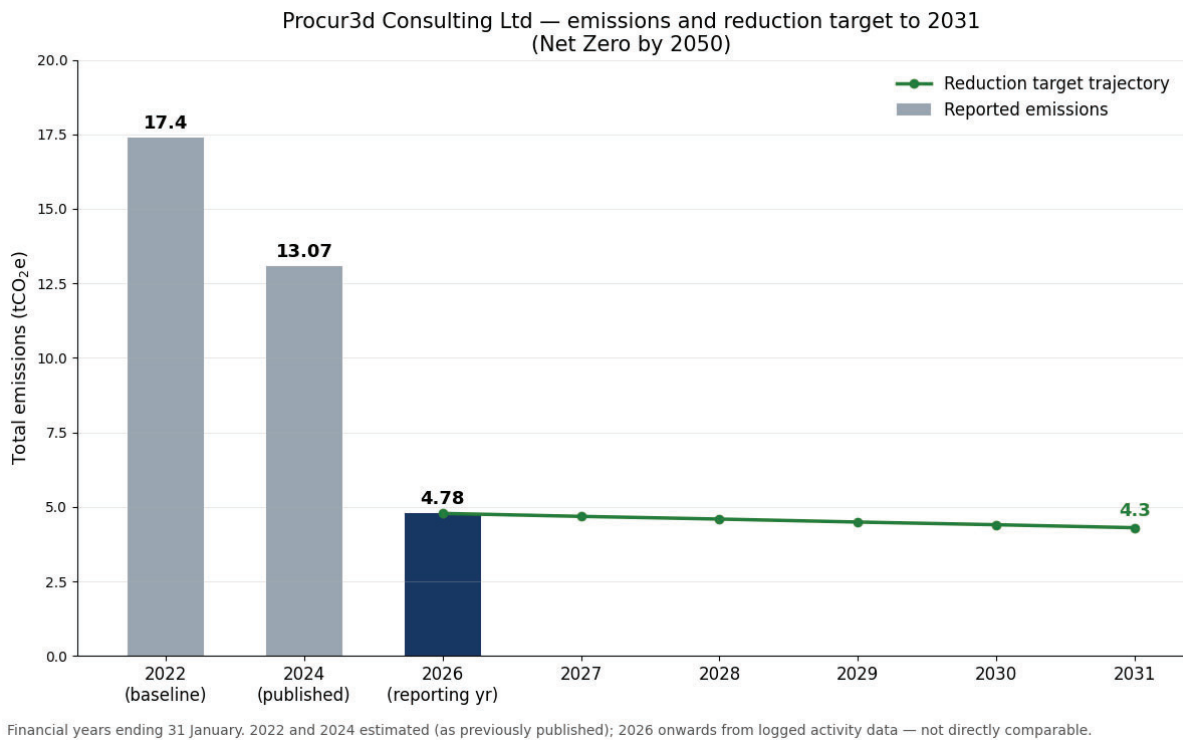
In order to continue our progress to achieving Net Zero, we have adopted the following carbon reduction targets.

Our footprint is already low. As a home-based consultancy with no premises and a fully electric company vehicle, Scope 1 and 2 emissions are nil, and our remaining emissions come mainly from homeworking energy and essential travel to client sites. Further absolute reductions will therefore be incremental, and our targets reflect this. Because our team is small and expected to grow, we also track emissions per full-time equivalent (FTE) employee, which in our 2026 reporting year was 0.91 tCO<sub>2</sub>e per FTE (5.3 FTE). This replaces the per-employee targets in our December 2024 plan.

Our targets are: (1) a 10% reduction in total emissions by 2031 against the 2026 reporting year, prioritising business car travel and homeworking energy, which together make up about 90% of our current footprint; (2) a reduction of at least 10% in emissions per FTE by 2031 against the 2026 reporting year (to 0.82 tCO<sub>2</sub>e per FTE or lower); (3) continued year-on-year reduction in total emissions from 2031 to 2040; and (4) Net Zero emissions by 2050.

We project that carbon emissions will decrease over the next five years to **4.3 tCO<sub>2</sub>e by 2031**. This is a reduction of **10%** against our 2026 reporting year (approximately 75% against the 2022 baseline).

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 **2022** baseline. The carbon emission reduction achieved by these schemes equate to **12.6 tCO<sub>2</sub>e**, a **73%** reduction against the **2022** baseline (approximate, owing to the change in calculation method described above) and the measures will be in effect when performing the contract.

**Home-based operating model:** the company operates without company-controlled office premises, removing premises energy use and regular commuting.

**Fleet electrification:** the company vehicle is fully electric, so Scope 1 vehicle emissions are nil.

**Lower-carbon travel:** virtual meetings are used where possible; rail and shared journeys are preferred for client visits, with electric or hybrid vehicles preferred where driving is necessary.

**Training and engagement:** internal briefings sharing energy-efficiency tips, socket timers so equipment is switched off overnight, and articles and social media posts encouraging lower-carbon travel.

**Energy-efficient equipment:** computers, monitors, chargers and printers are procured to A+ energy-efficiency standards.

**Activity-based carbon accounting:** from the 2026 reporting year, emissions are recorded in a Carbon Emissions Log from actual travel, accommodation and homeworking data using UK Government conversion factors.

**Environmental Management System:** an Environmental Management System aligned to ISO 14001:2015 has been implemented, including an Environmental Policy, Environmental Aspects and Impacts Register, Energy Management Policy, Environmental Objectives and a Sustainable Procurement and Supply Chain Procedure. External certification assessment is scheduled for early 2027.

**Future carbon reduction initiatives**

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

**ISO 14001 certification:** Achieve and maintain UKAS-accredited ISO 14001:2015 certification of our Environmental Management System.

**Homeworking energy:** Continue to provide staff with energy-efficient homeworking guidance, as homeworking is now our largest single emissions source.

**Business travel:** Apply a travel hierarchy (avoid, virtual first, then rail, then electric vehicle) to reduce car mileage in privately owned petrol and diesel vehicles.

**Electric vehicle charging:** Record charging electricity for the company electric vehicle and move home charging from overnight grid boost to solar-surplus charging where the charger is solar-connected.

**Supply chain engagement:** Encourage key suppliers and sub-consultants to measure and reduce their emissions through our Supplier Code of Conduct.

**Residual emissions:** Consider recognised, verified carbon offsetting only for residual emissions that cannot be reduced.

## **Declaration and Sign Off**

This Carbon Reduction Plan has been completed in accordance with PPN 006 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

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

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:**

Signature:



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Name: **Graeme Atkinson**, Managing Director, on behalf of the board of directors

Date: 14 October 2026

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<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>