

Carbon reduction plan

Supplier name: CTRL-SHIFT LIMITED

Publication date: 09 October 2023

Commitment to achieving Net Zero

CTRL-SHIFT LIMITED is committed to achieving Net Zero emissions by 2050.

We achieved net zero operational emissions in 2022 and will continue to maintain this status.

Baseline Emissions Footprint

Baseline Year: 2020

Baseline year emissions:

EMISSIONS	TOTAL (tCO ₂ e)										
Scope 1	0										
Scope 2	<table border="0"> <tr> <td>Heating</td> <td>18.5 tCO₂e</td> </tr> <tr> <td>Electricity</td> <td>20.3 tCO₂e</td> </tr> </table>	Heating	18.5 tCO ₂ e	Electricity	20.3 tCO ₂ e						
Heating	18.5 tCO ₂ e										
Electricity	20.3 tCO ₂ e										
Scope 3	<table border="0"> <tr> <td>Office waste:</td> <td>3.5 tCO₂e</td> </tr> <tr> <td>(Included Sources) IT:</td> <td>15.3 tCO₂e</td> </tr> <tr> <td>Business travel:</td> <td>13.7 tCO₂e</td> </tr> <tr> <td>Employee commuting:</td> <td>7.2 tCO₂e</td> </tr> <tr> <td>Purchased goods and services:</td> <td>8.2 tCO₂e</td> </tr> </table>	Office waste:	3.5 tCO ₂ e	(Included Sources) IT:	15.3 tCO ₂ e	Business travel:	13.7 tCO ₂ e	Employee commuting:	7.2 tCO ₂ e	Purchased goods and services:	8.2 tCO ₂ e
Office waste:	3.5 tCO ₂ e										
(Included Sources) IT:	15.3 tCO ₂ e										
Business travel:	13.7 tCO ₂ e										
Employee commuting:	7.2 tCO ₂ e										
Purchased goods and services:	8.2 tCO ₂ e										
Total Emissions	86.7 tCO₂e										

Current Emissions Reporting

Reporting Year: 2023

Reporting year emissions:

EMISSIONS	TOTAL (tCO ₂ e)	
Scope 1	0	
Scope 2	0	
Scope 3	IT:	11.5 tCO ₂ e
(Included Sources)	Business travel:	10.3 tCO ₂ e
	Purchased goods and services:	3.15 tCO ₂ e
	Total	24.95 tCO₂e
Total Emissions	24.95 tCO₂e	

Emissions reduction targets

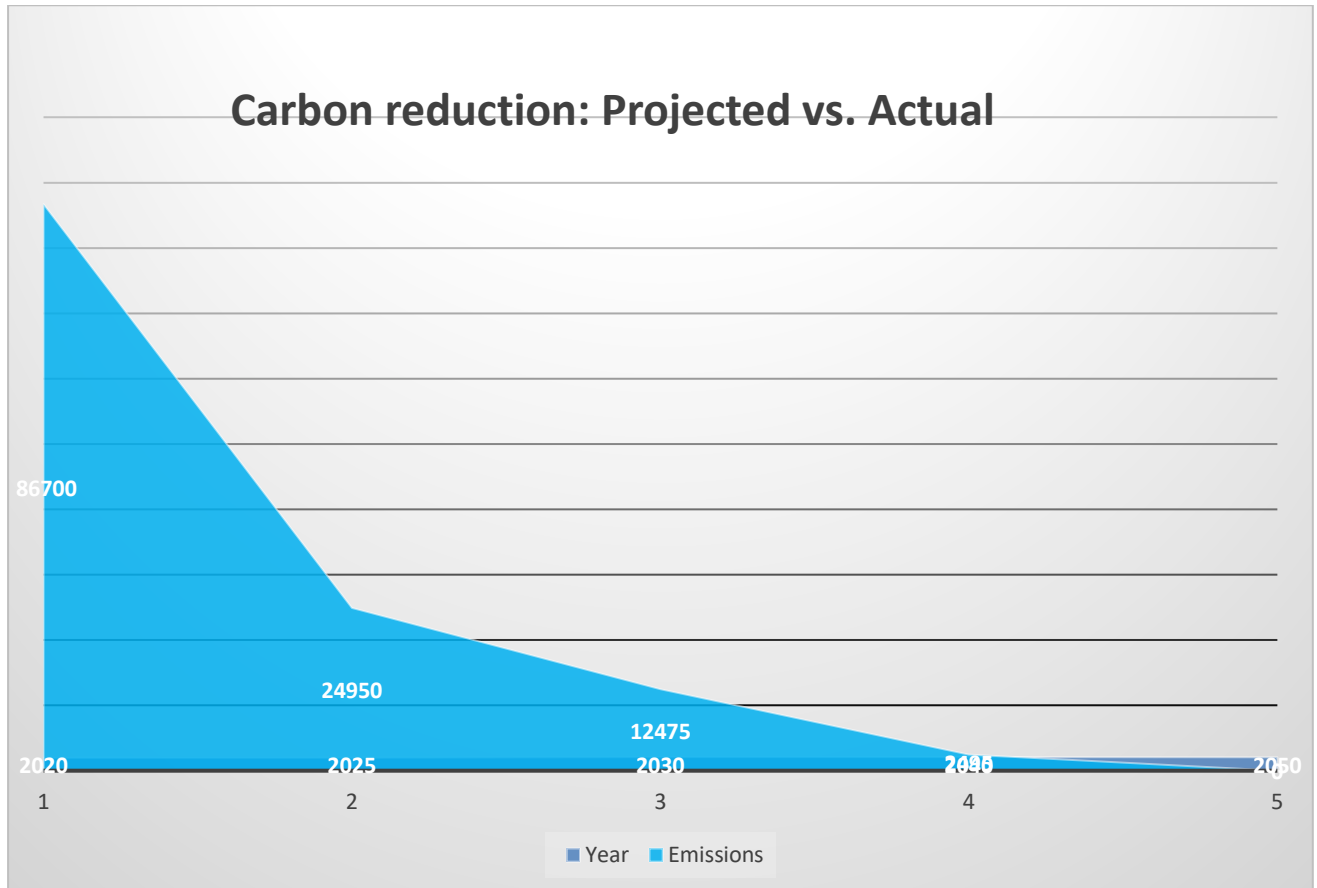
In order to continue our progress to achieving science-based net zero, we have adopted the following carbon reduction targets:

- Scope 1 and Scope 2 are carbon net zero from 2022 onwards
- Reduce Scope 3 emissions by 50% by 2030
- Reduce all emissions by 90% by 2040 and offset remaining emissions in 2040 through high quality

carbon removal projects

In alignment with our target, we project that carbon emissions will decrease by 50% by 2030. In 2022, operational emissions from scope 1, 2 were net zero and from 2040, any remaining supply chain emissions will be offset.

Progress against these targets can be seen in the graph below:



Carbon Reduction Projects

Completed Carbon Reduction Initiatives

As a consulting business committed to environmental sustainability, we recognise the critical importance of mitigating our carbon footprint. We acknowledge our responsibility to contribute positively to the environment. Therefore, we pledge to become carbon neutral by implementing various strategies.

The following environmental management measures and projects have been completed and implemented since the 2020 baseline: Remote working policy, changes to business travel policy thereby minimizing business travel, and utilising renewable energy sources for our digital infrastructure.

The carbon emission reduction achieved by these schemes equate to 61.75 tCO₂e, a 71%ge reduction against the 2020 baseline and the measures will be in effect when performing the contract.

Our aim is to demonstrate that environmental stewardship can be achieved by offsetting any remaining emissions through verified carbon offset projects. and we are dedicated to inspiring others in the consulting industry to join us in this vital endeavour.

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

- **Procurement Integration** - As well as engaging our suppliers on net zero, we are embedding low carbon and ESG considerations into our procurement processes. As part of onboarding, we are requiring all our suppliers to provide information about their current ESG data and strategies. These questions will also inform which suppliers need focus for engagement, particularly those which are less mature.
- **Business Travel** - Ctrl-Shift Limited is committed to improving travel performance by implementing our Travel with Purpose guidance prioritizing digital tools instead of traveling (for business and commuting), and if travel is necessary, prioritizing sustainable modes of travel (e.g. walking, cycling, public transportation and low emissions vehicles) in conjunction with a location-specific risk assessment.

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 standard¹³ and uses the appropriate Government emission conversion factors for greenhouse gas company reporting¹⁴.

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) Standard¹⁵.

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:

Elizabeth Brandt, CEO



Date: 09.10.2023

¹³ <https://ghgprotocol.org/corporate-standard>

¹⁴ <https://www.gov.uk/government/collections/government-conversion-factors-for-company-reporting>

¹⁵ <https://ghgprotocol.org/standards/scope-3-standard>