



Carbon Reduction Plan

Supplier name: PSL Print Management Ltd

Publication date: 30th November 2021

Commitment to achieving Net Zero

PSL Print Management 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.

Baseline Year: 2019

Additional Details relating to the Baseline Emissions calculations.

Baseline Emissions

Baseline Emissions have been calculated for Scope 1 & Scope 2 Emissions. These are based on 2019 figures.

We feel that the selected base line gives an accurate representation of the normal business practise for Scope 1 & 2 Emissions and provides an accurate number for us to set reduction targets against. Although scope 1 & 2 emissions have been monitored since accreditation to ISO14001 in 2017 no specific reduction targets or objectives have been implemented regarding these areas.

Scope 3 emissions have not yet been gathered and will be collated & calculated in early 2022 for the year 2021 and reported in the current emission reporting section.

Calculation of Scope 1, 2 & 3 Emissions.

Currently Scope 1 & 2 Emissions are calculated using the SME carbon calculator tool provided by the carbon trust which is suitable for scope 1 & 2 calculations. A different method will be adopted for scope 3 emissions as the tool is only relevant for scope 1 & 2 emissions. *When we calculate our scope 3 emissions, we will ensure that the following guidance is observed:*

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

¹ <https://www.gov.uk/government/collections/government-conversion-factors-for-company-reporting>

¹ <https://ghgprotocol.org/standards/scope-3-standard>

Future calculation of Scope 3 Emissions

Please see Emissions reduction targets for a breakdown of the 15 areas we will be Considering, assessing gathering data for and calculating to cover scope 3 emissions. Areas will be calculated when applicable to our organisation. Scope 3 emissions have not previously been calculated due to time constraints at the baseline year and not previously being in our scope of 14001 performance evaluation. The first Reporting period for Scope 3 emissions will be for 2021.

Baseline year emissions: 2019

EMISSIONS	TOTAL (tCO₂e)
Scope 1	148.85 Gas Air conditioning (R410A) Water Coolant (R134A) Company vehicle fuel (diesel)
Scope 2	26.20 Electricity
Scope 3 (Included Sources)	N/A
Total Emissions	175.05 (Excluding Scope 3)

Current Emissions Reporting

Reporting Year: 2020

EMISSIONS	TOTAL (tCO₂e)
Scope 1	148.16 Gas Air conditioning (R410A) Water Coolant (R134A) Company vehicle fuel (diesel)
Scope 2	19.48 Electricity
Scope 3 (Included Sources)	N/A
Total Emissions	167.64 (Excluding Scope 3)

Emissions reduction targets

Emissions reduction targets for scope 1 & 2 emissions

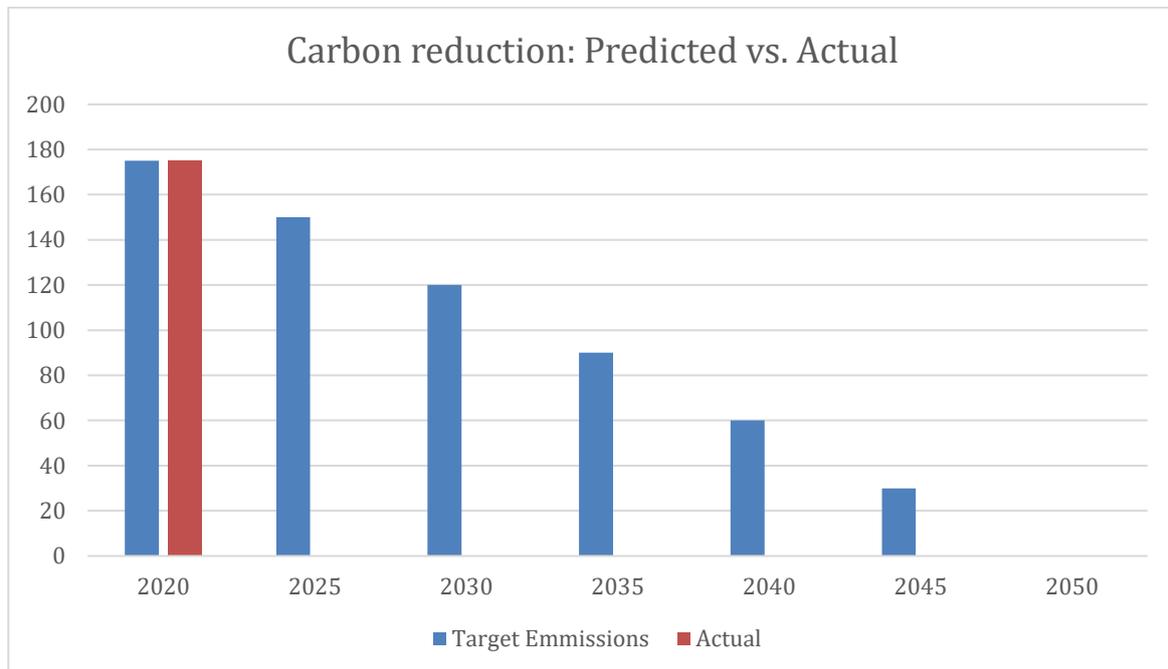
In order to continue our progress to achieving Net Zero, we have adopted the following carbon reduction targets.

- PSL Print Management Ltd. is targeting net zero emissions across all its activities by 2050. This target includes the full activity of our supply chain working on our behalf. This target includes all emission sources covered in PPN06/21
- PSL Print Management Ltd. also aims for a 66% reduction in Scope 1 and 2 emissions by 2030, this is measured from a 2019 baseline

We project that carbon emissions will decrease for Scope 1 & 2 Emissions over the next five years to **148.75 tCO₂e** by 2025. This is a reduction of **16 %**

To achieve these objectives, we will assess associated with scope 1 and 2 emissions such as the reduction of consumption of electricity and natural gas as well as looking at company transportation.

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



Scope 3 Measurement and future reduction

The following 15 scope 3 emission areas will be considered and calculated where applicable by PSL Print Management in early 2022. By doing this we will have an accurate measurement for us to set reduction targets against.

Scope 3 emissions areas to be considered:

Upstream Scope 3 emissions

- Purchased goods and services
- Capital goods
- Fuel and energy related activities
- Upstream Transportation and distribution
- Waste generated in operations
- Business Travel
- Employee Commuting
- Upstream Leased assets

Downstream Scope 3 emissions

- Downstream transportation and distribution
- Processing of sold products
- Use of Sold products
- End of life treatment of sold products
- Downstream leased assets
- Franchises
- Investments

Carbon Reduction Projects

Completed Carbon Reduction Initiatives:

The following environmental management measures and projects have been completed or implemented before/ since the 2019 baseline.

Environmental management carbon reduction measures adapted and applied by the company including the following:

- ISO14001 Certification since 2017
- EcoVadis Silver rating
- FSC certified since 2010
- Toner & ink cartridges – recycled since 2017 – charity
- All paper & cardboard waste – recycled locally
- Confidential paper waste – shredded on site & recycled locally
- Plastic sheet packaging (shrink wrap) & strapping – recycled locally
- Pallets – re-used or recycled – do not buy any.
- Obsolete electrical equipment/monitors – recycled/donated to charity locally
- Disposable batteries – recycled on business park where we are.
- Waste plastic/glass/tins/drink bottles – recycled locally.
- Re-cycle bins easily accessible in offices/kitchen & warehouses.
- We encourage our supply chain to provide materials from sustainable sources.

- Through our sales functions, we can influence customers on how to minimise the environmental impacts, by steering them towards chain-of-custody sourced paper and boards. Also, where appropriate, use of thinner papers and change of design.
- Deliveries to customers are planned, to ensure the most efficient use of our fleet vehicles and hence a reduction in mileage.
- All company vehicles are diesel.
- Adjust the heating thermostat in Summer.
- Paper usage reduction objectives.
- Support National Trust in planting trees.
- Staff engagement to re-cycle & switch off lights/equipment when not in use (signage throughout our offices).
- Hybrid working where feasible.
- Reduction in travel by using Microsoft Teams/Zoom etc.
- Reduction of energy usage by employee education/training.

Current Carbon Reduction Initiatives:

ENVIRONMENTAL
To increase Environmental awareness and compliance for all company employees
A minimum of 1% Reduction in the Administrative/Office Paper Usage as detailed on Page 9 of the Environmental Aspects & Impacts Register b&w sheets based on 2019/2020 pre-covid
A minimum of 1% Reduction in the Administrative/Office Paper Usage as detailed on Page 9 of the Environmental Aspects & Impacts Register colour sheets based on 2019/2020 pre-covid
A minimum of 0.5% reduction in gas consumption as detailed on Page 7 of the Environmental Aspects & Impacts Register
A minimum of 0.5% reduction in electric consumption as detailed on Page 6 of the Environmental Aspects & Impacts Register

Future Carbon Reduction Initiatives for consideration:

- Less employee travel i.e., Zoom/Teams
- Energy efficient lights/appliances
- Lower emissions cars/electric cars
- Switching away from gas heating
- Reduction in mileage

At this stage it is hard to give accurate measures of actual carbon reduction as most of the initiatives are management based and when we have calculated our scope 3 emissions, we will be able to set better targets regarding this.

In the future we hope to implement further measures centred around the reduction of Greenhouse gases in Scope 1 ,2 and 3 areas. These objectives will be decided in March 2022 when all figures for all scopes are available:

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 signed off by the board of directors (or equivalent management body).

Signed on behalf of the PSL Print Management Ltd.:

A handwritten signature in black ink, appearing to be 'J. Payne', written over a horizontal line.

Date: 30th November 2021

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

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

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