



Carbon Reduction Plan

December 2022

Our Commitment to Net Zero

PlanNet 21 Communications commits to achieving Net Zero before 2040. We will reach our Greenhouse Gas (GHG) emission targets by reducing emissions generated across our workplaces and through our daily operations guided by our ISO accredited policies and procedures that promote sustainable and environmentally friendly working practices.

Corporate Carbon Reduction Plan

PlanNet 21 address emissions across our workplaces and operations by adopting environmental management measures and targets to achieve goals set out in our net-zero carbon strategy. This strategy is aligned with Procurement Policy Note (PPN) 06/21 in the UK, and other similar policies within our other markets.

We measure our workplaces and operational GHG emissions annually, following the required reporting standards and use our environmental management measures and targets to ensure we are exceeding our emissions reduction targets. We compare our carbon emission measurements against our baseline emissions (the record of the greenhouse gases that we produced in the past before introducing our Carbon Reduction Plan) across scopes 1, 2 and 3 to ensure we meet our 2040 zero targets. Our approach ensures we make impactful changes in our operations, our company culture and across all of our offices.

Ethical Responsibility and Our Care of Duty For Our Clients

PlanNet 21 is also committed to our responsibility to assist clients in improving resilience and helping them in their journey towards reducing their carbon emissions and achieving net-zero goals. Our pillar of Technical Excellence prioritises continued innovation, such as introducing new technologies and green innovation across our projects. Our pillar of Commitment to Clients guides our ethical duty to provide them with sustainable schemes that improve the quality of life and preserve natural resources and ecosystems for future generations. We have an in-house Environmental and Sustainability team who work with companies, governments and private entities to reduce their carbon by developing strategic carbon reduction plans and our experts advise clients on sustainable solutions and provide Environmental Management Plans (EMPs).

“PlanNet 21 has committed to achieving Net Zero before 2040”

OUR CARBON REDUCTION PLAN

Our Baseline emissions footprint is a record of the greenhouse gases that have been produced in 2019 prior to the introduction of any strategies to reduce emissions. The baseline measurements shall serve as a reference point for which future emission reductions will be benchmarked against.

Baseline emissions footprint

Baseline year: 2019

tCO₂e for scope 1, 2 and 3 Emissions (using DEFRA GHG factors)

SCOPE	CATEGORY	Total (tCO ₂ e)
Scope 1	Natural Gas	6.70
Scope 2	Electricity	37.62
Scope 3	Waste Generated from Operations	.67
	Staff commuting	152.28
	Business Travel - Flights	19.57
	Business Travel - Expense Claims (Cars)	35.6
	Business Travel - Company Transport (Fuel)	11.2
Total tonnes of CO₂e		263
Number of Employees		100
tCO ₂ e/employee		2.6

Current emissions reporting

Reporting year: 2022

tCO₂e for scope 1, 2 and 3 Emissions (using DEFRA GHG factors)

SCOPE	CATEGORY	Total (tCO ₂ e)
Scope 1	Natural Gas	5.08
Scope 2	Electricity	25.15
Scope 3	Waste Generated from Operations	1.03
	Staff commuting	43.87
	Business Travel - Flights	14.67
	Business Travel - Expense Claims (Cars)	29.88
	Business Travel - Company Transport (Fuel)	13.86
Total tonnes of CO₂e		133
Number of Employees		105
tCO ₂ e/employee		1.2

The following environmental management measures and projects have been completed or implemented since the 2019 baseline which resulted in a 50% total reduction of CO₂e:

- Introduced energy efficient low carbon equipment, lighting and heating systems.
- Where possible, we procured certified 100% renewable electricity contracts.
- Encouraged staff to utilise more sustainable modes of transport and introduced electric car charging points at our offices.
- We reduce travel as much as possible, relying on video for example to reduce our carbon footprint.
- We drive awareness around events such as World Environment Day.
- All monitors and computers are set to sleep after 5mins of inactivity to reduce energy consumption.
- In addition to these initiatives, the continued decrease against the baseline position, with respect to staff commuting, has been due the encouragement of hybrid working arrangements post the Covid-19 pandemic.

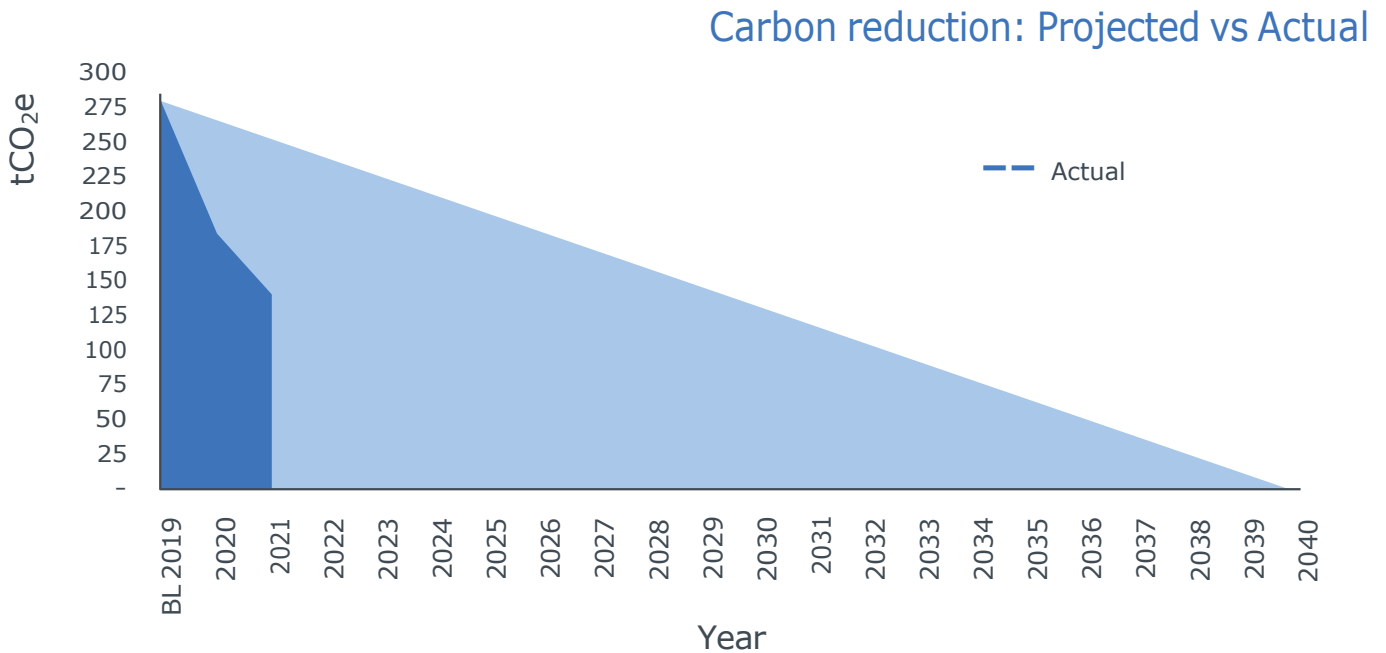


50%
decrease

Our current target period achieved a 24% decrease in scope 1, 2 and 3 emissions in 2022 from 2020 and a 50% reduction from the 2019 baseline.

ACTIONS AND PROJECTIONS

We anticipate that by implementing our current actions along with future initiatives and projects we will reach net zero as demonstrated in the graph below:



Carbon reduction: initiatives and projects

In the future we plan to implement the following initiatives and projects to achieving our Net Zero Carbon targets:

We propose to use more renewable sources of energy, such as solar panels. We have also investigated investing in a timer system to programme controls on heating, lighting, appliances, and more.

For our offices, we will investigate the viability of a smart building management system that automates control depending on occupancy — for example, switching off lights when the last person leaves a room. Although some of these initiatives require investment at first, we believe that there is a considerable return on investment available in term of both reduced spending on energy, and reduction in greenhouse gas emissions.

We identified that there was still a significant amount of paper within the business, and the production of paper causes substantial amounts of carbon dioxide be released into the atmosphere.

We have committed to becoming a paperless office as much as possible and where this is not possible, staff are strongly encouraged to recycle paper and cardboard. We encourage employees to edit and proof all their documents on their computer and print on recycled paper. Unless it is a formal document, staff should always print on both sides of a sheet of paper before recycling it. Memos, company announcements, and all internal communications can and should be sent through email or posted on an online message board.

As well as reducing our carbon footprint, our recycling initiative has also led to a reduction in the amount of material that we send to local landfill. Based on the results of our paper recycling pilot, other recyclable materials will start to be recycled, including metal, certain plastics, and glass. For recycling of electrical appliances, we will partner with local businesses to ensure that all our appliances are disposed of or recycled in accordance with WEEE regulations.

DECLARATION

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, Scope 2 and Scope 3 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 PlanNet 21 Communications:



Denise Tormey
Founder and Director
PlanNet 21 Communications

December 2022

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>

www.PlanNet21.com

info@PlanNet21.ie

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