

Carbon Reduction Plan

Commitment to Net Zero

Annual Plan Update



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ISO Document Control

Document Name:	Commitment to Net Zero
Document Reference	CRP-HYB-001
Version Date:	28/02/24
Status:	Live
Document Author:	Adam Kirby
Document Owner:	Nigel Cox

Version Control

Date	Revision	Distribution	Overview
12/01/23	1.0	Public	Published document
08/02/24	2.0	Public	Annual update

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1. Commitment to Achieving Net Zero – Executive Summary

HybrIT is committed to a Net-zero carbon footprint before 2035. As a company we take a wider view and are looking at all the UN Sustainable Development Goals (SDG) and how HybrIT can have a positive impact for our staff, customers, communities and our planet.

1.1. Step by Step Process

HybrIT has committed to large scale and continual tree planting to offset all our scope 1 and 2 emissions before the end of 2022. This can be from our current large scale tree planting initiative, supplier selection and small changes in behaviour in the organisation. We are in process of identifying our priorities beyond that of carbon neutrality.

We are following a 5 step process to sustainability:



In our pursuit of sustainability and a net-zero future, HybrIT Services is steadfastly following a comprehensive 5-step process. Our commitment goes beyond rhetoric, focusing on tangible actions and measurable results. Here's a concise summary of our approach:

1. Identity:

- **Acknowledging the Need:** HybrIT Services has recognized the critical importance of sustainability in today's world.
- **Defining Our Role:** We have identified our responsibility in contributing to a net-zero future, aligning our identity with environmentally conscious practices.

2. Commit:

- **Firm Pledge:** HybrIT has made a resolute commitment to achieving net-zero status, emphasizing the urgency of taking meaningful steps.
- **Clear Goals:** We've outlined specific, measurable, and time-bound goals that reflect our dedication to reducing our carbon footprint.



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3. Act:

- **Implementing Sustainable Practices:** HybrIT Services is taking immediate action by integrating sustainable practices into our daily operations.
- **Investing in Green Technologies:** We are actively seeking and adopting technologies that minimize environmental impact, promoting energy efficiency and eco-friendly solutions.

4. Measure:

- **Monitoring Progress:** We understand the importance of tracking our sustainability efforts. Regular assessments and evaluations ensure that we stay on course and make adjustments as needed.
- **Data-Driven Approach:** Using quantitative metrics, we measure our carbon footprint, energy consumption, and other relevant factors to gauge the effectiveness of our initiatives.

5. Share:

- **Transparent Communication:** HybrIT is committed to open communication about our sustainability journey. We share our progress, successes, and challenges with our stakeholders.
- **Collaborative Engagement:** We actively seek partnerships and collaborations with like-minded organizations, fostering a collective effort towards a sustainable future.

HybrIT Services' 5-step sustainability process encapsulates a holistic approach that spans from initial recognition to active implementation, continual measurement, and transparent communication. Through these concerted efforts, we aim to contribute meaningfully to the global drive towards net-zero emissions, making a positive impact on the environment and our community.



1.2. Net Zero Scope

Scope 1: Identify emissions and organisational enablement for scope 1 and 2:

- Make sustainability part of decisions making within all areas of the organisation
- Invest in tree planting: We have supported the planting of trees that will capture 373 tonnes of CO₂, through tree nation: <https://tree-nation.com/profile/impact/hybrit>
- Understanding, document and track the companies Scope 1 emissions by June 2022.
- Committing to an action plan to reduce our scope 1 emissions and offset/plant trees to mitigate unavoidable scope 1 emissions

Organisational Scope 3 audit & plan:

- Scoping and boundary setting
- Data collection –direct emissions, purchase/supply chain data, inform key suppliers
- Results and recommendations, reduction planning for HybrIT products and services
- Carbon neutrality options: Adding carbon cost to all quotes and contracts with options for customers to offset

Scope 1 - Green House Gas (GHG) emissions that we make directly — for example while running our boilers and vehicles.

Scope 2 - These are the emissions we make indirectly – like the electricity or energy we use for heating and cooling buildings.

Scope 3 - All the emissions we are indirectly responsible for, up and down our supply chain. For example, from buying products from our suppliers, and from our products when customers use them. Emissions-wise, Scope 3 is nearly always the biggest and most complicated to calculate.



2. Emissions Footprint

2.1. Baseline Emissions Footprint

Baseline year: 2021 (1/01/2021 – 31/12/2021)		
The Carbon Reduction Plan has been completed in compliance with PPN 06/21. Our Carbon Emissions in 2021 were measured in line with GHG Protocol and include the greenhouse gases stated in the Kyoto Protocol.		
Baseline year emissions: 2021		
Emissions	Total (tCO ₂ E)	
Scope 1	0.00	
Scope 2	58.51	
Scope 3	67.66	
Included Sources	Business Travel	7.11
	Employee Commuting	60.54
	Upstream transportation and distribution	0.00
	Downstream transportation and distribution	0.00
	Waste generated in operations	0.00
Total Emissions	126.17	

2.2. Current Emissions Footprint

Baseline year: 2021 (1/01/2023 – 31/12/2023)		
The Carbon Reduction Plan has been completed in compliance with PPN 06/21. Our Carbon Emissions in 2023 were measured in line with GHG Protocol and include the greenhouse gases stated in the Kyoto Protocol.		
Baseline year emissions: 2021		
Emissions	Total (tCO ₂ E)	
Scope 1	0.00	
Scope 2	67.28	
Scope 3	77.79	
Included Sources	Business Travel	8.17
	Employee Commuting	69.62
	Upstream transportation and distribution	0.00
	Downstream transportation and distribution	0.00
	Waste generated in operations	0.00
Total Emissions	126.17	

Reporting Period

HybrIT will publish a Carbon Reduction Plan on a yearly basis detailing emissions released from UK Operations from 1st January to 31st December.



3. Baseline Year and Current Reporting Year

Due to 2021 being the first year we have measured our CO₂e emissions, the report for the Baseline Year and Current Reporting year contains the same figures. Due to this, the explanations below apply to both sets of data:

3.1. Scope 1

Scope 1 is reported as 0tCO₂e in 2021 due to HybrIT having no boilers, on-site manufacturing, a fleet or f-gases to report emissions on.

3.2. Scope 2

Within Scope 2, we have measured the emissions released from working from home and the consumption of purchased electricity. With all employees making the most of hybrid working, we have calculated 2 out of 5 days as spent working from home and the other 3 from the office. Heating, lighting and computer consumption have all been taken into account to calculate emissions released due to working from home.

3.3. Scope 3

3.3.1. Business Travel

Within the business travel subset, travel to customer sites has been tracked and the emissions quantified.

3.3.2. Upstream & Downstream Transportation and Distribution

We are currently looking to track our upstream and downstream transportation and distribution in more detail, however, we currently don't have these figures available. Consequently, the 2 subsets in Scope 3 are reported as 0tCO₂e 2021. Due to this, we are looking at our supply chain to ensure all mileage is tracked. Once the data is available, we will re-baseline to ensure our carbon emissions can be compared fairly year on year.

3.3.3. Employee Commuting

Each employees method of travel has been obtained in order to quantify the emissions released from commutes to the office.

3.3.4. Waste Generated in Operations

We have requested the CO₂e released from our waste removal provider, however, they don't currently have this data available. We have been assured that this is something they are looking to be able to provide for the next reporting year and will include this in our report for 2022 onwards.

3.4. Emissions Reductions Targets

In order to continue our progress to achieving Net Zero, we have adopted the following carbon reduction targets. We project that carbon emissions will decrease over the next five years to 73.18tCO₂e by 2026. This is a reduction of 42%.

3.5. Carbon Reduction Projects

As Environmental awareness has become vital in every aspect, we are looking to kickstart the following initiatives:

- Tree planting initiative through
- Car share scheme
- LED Lighting fit with light sensors throughout the office
- In person meeting needs assessments to reduce unnecessary travel
- Environmental impact assessments on the HybrIT Supply Chain



4. 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 reporting.

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.

This Carbon Reduction Plan has been reviewed and signed off by the board of directors.