



# Carbon Reduction Plan

## Ikonic Technology Limited

April 2023

# Carbon Reduction Plan

Supplier name: Ikonic Technology Limited

Publication date: 3<sup>rd</sup> April 2023

## Commitment to achieving Net Zero

**Ikonic Technology Limited**, based in the United Kingdom is committed to achieving Net Zero emissions by 2038.

Our Net Zero target is 12 years ahead of the 2050 target set out in the standard Carbon Reduction Plan requirements.

For more information on our sustainability plan – please visit: [www.ikonic.com](http://www.ikonic.com)

## 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: 2021**

### Additional Details relating to the Baseline Emissions calculations.

We formulated and started our Net Zero plan in 2021. Part of our Net Zero plan was to monitor our Carbon Emissions on an annual basis. 2021 was the first year we monitored such emissions.

Our greenhouse gas (GHG) emissions are calculated in line with the GHG Protocol and current Streamlined Energy and Carbon Reporting (SECR) Guidelines.

We have used the conversion factors from the UK Government Conversion Factors for greenhouse gas (GHG) reporting annual publication.

Our Carbon emissions reporting covers the requirements of the CRP as per the Technical standard within PPN 621:



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### Scope 1 - The emissions directly under your control

Examples include:

- Fuel used in your company vehicles (diesel, petrol, LPG)
- Fuel used to operate Biomass and other fired processes (wood chippings etc)
- Natural Gas to heat your buildings or use in other processes along with home working.
- Other fuels to operate machinery or processes (coal, burning oil, gas oil, fuel oil)

### Scope 2 - Emissions resulting from electricity, heat and steam

Examples include:

- Electricity used within your buildings and premises along with home working.
- Heat and steam if it purchased and delivered from offsite.

### Scope 3 - Other emissions which are not under your direct control

There are 15 categories for Scope 3 – we have included the following for our CRP:

4. Upstream transportation and distribution
5. Waste generated from operations
6. Business Travel
7. Employee commuting
9. Downstream transportation and distribution

### Baseline year emissions: 2021

EMISSIONS	TOTAL (tCO <sub>2</sub> e)												
Scope 1	19.841												
Scope 2	66.814												
Scope 3 (Included Sources)	<table border="0"> <thead> <tr> <th>Scope 3 emissions (measured)</th> <th>CO<sub>2</sub>e (tn)</th> </tr> </thead> <tbody> <tr> <td>4. Upstream transportation and distribution</td> <td>219.1</td> </tr> <tr> <td>5. Waste generated from operations</td> <td>16.006</td> </tr> <tr> <td>6. Business Travel</td> <td>0.198</td> </tr> <tr> <td>7. Employee commuting</td> <td>16.729</td> </tr> <tr> <td>9. Downstream transportation and distribution</td> <td>0.00</td> </tr> </tbody> </table>	Scope 3 emissions (measured)	CO <sub>2</sub> e (tn)	4. Upstream transportation and distribution	219.1	5. Waste generated from operations	16.006	6. Business Travel	0.198	7. Employee commuting	16.729	9. Downstream transportation and distribution	0.00
Scope 3 emissions (measured)	CO <sub>2</sub> e (tn)												
4. Upstream transportation and distribution	219.1												
5. Waste generated from operations	16.006												
6. Business Travel	0.198												
7. Employee commuting	16.729												
9. Downstream transportation and distribution	0.00												
<b>Total Emissions</b>	<b>338.688</b>												



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## Current Emissions Reporting

Reporting Year: 2022													
EMISSIONS	TOTAL (tCO <sub>2</sub> e)												
Scope 1	12.049												
Scope 2	57.961												
Scope 3 (Included Sources)	<table border="0"> <thead> <tr> <th>Scope 3 emissions (measured)</th> <th>CO<sub>2</sub>e (tn)</th> </tr> </thead> <tbody> <tr> <td>4. Upstream transportation and distribution</td> <td>178.686</td> </tr> <tr> <td>5. Waste generated from operations</td> <td>11.097</td> </tr> <tr> <td>6. Business Travel</td> <td>7.046</td> </tr> <tr> <td>7. Employee commuting</td> <td>75.971</td> </tr> <tr> <td>9. Downstream transportation and distribution</td> <td>0.00</td> </tr> </tbody> </table>	Scope 3 emissions (measured)	CO <sub>2</sub> e (tn)	4. Upstream transportation and distribution	178.686	5. Waste generated from operations	11.097	6. Business Travel	7.046	7. Employee commuting	75.971	9. Downstream transportation and distribution	0.00
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7. Employee commuting	75.971												
9. Downstream transportation and distribution	0.00												
<b>Total Emissions</b>	<b>342.81</b>												

## Emissions reduction 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 **330 tCO<sub>2</sub>e** by 2027. This is a decrease of **2.56%** compared to our 2021 baseline.

The small reduction is due to our forecasted workforce growing from 75 employees in 2021 to 100 in 2023 and employees returning to a normal office commute after COVID restrictions.

The forecasted increase in emissions from employees commuting to work alone is **103 tCO<sub>2</sub>e** in 2023 compared to our baseline year **16.729 tCO<sub>2</sub>**, therefore we have factored within our assumptions an initial increase, before steadily reducing the impact of such emissions as the UK transitions towards a low carbon vehicle future.

### Our key performance indicators for carbon reduction

Our key performance indicator on our emissions progress over the next 5 years will be our carbon emissions per employee.

With rising employee numbers and therefore rising short term carbon emissions, we feel it is important to track our emissions vs employee numbers to give a balanced performance of our actual carbon reduction plan initiatives.



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Carbon per employee 2021 (baseline year)	4.516 tCO <sub>2</sub> e
Carbon per employee 2022 (current reporting year)	3.809 tCO <sub>2</sub> e (15.65% reduction)

### Annual carbon emissions performance

Our original target for 2022 was **350** tCO<sub>2</sub>e, however we have managed to accelerate the reduction of our carbon emissions down to **342.81** tCO<sub>2</sub>e through our existing completed Carbon Reduction Plan Initiatives. This puts us **2.05%** ahead of our Net Zero run rate target in 2022.

Although our emissions as a business actually increased by 1.2% from **338.688** tCO<sub>2</sub>e to **342.81** tCO<sub>2</sub>e (**4.12** tCO<sub>2</sub>e increase), it was still 2.05% less than our actual target for the year.

### Rebalancing the emissions, we have already created

We have paid for and rebalanced our total annual carbon emissions as detailed within our carbon reduction plan in 2021 and 2022 (681.498 tCO<sub>2</sub>e) with Play It Green.

Proof of our emissions rebalancing can be viewed within our company forest garden at [app.playitgreen.com/forest-garden/93](http://app.playitgreen.com/forest-garden/93)

The methodology behind our carbon emission rebalancing can be found at [playitgreen.com/methodology-behind-the-science/](http://playitgreen.com/methodology-behind-the-science/)

By rebalancing the carbon emissions we have created, we are by definition a Carbon Neutral Business as certified by Play It Green and EaaS Carbon.

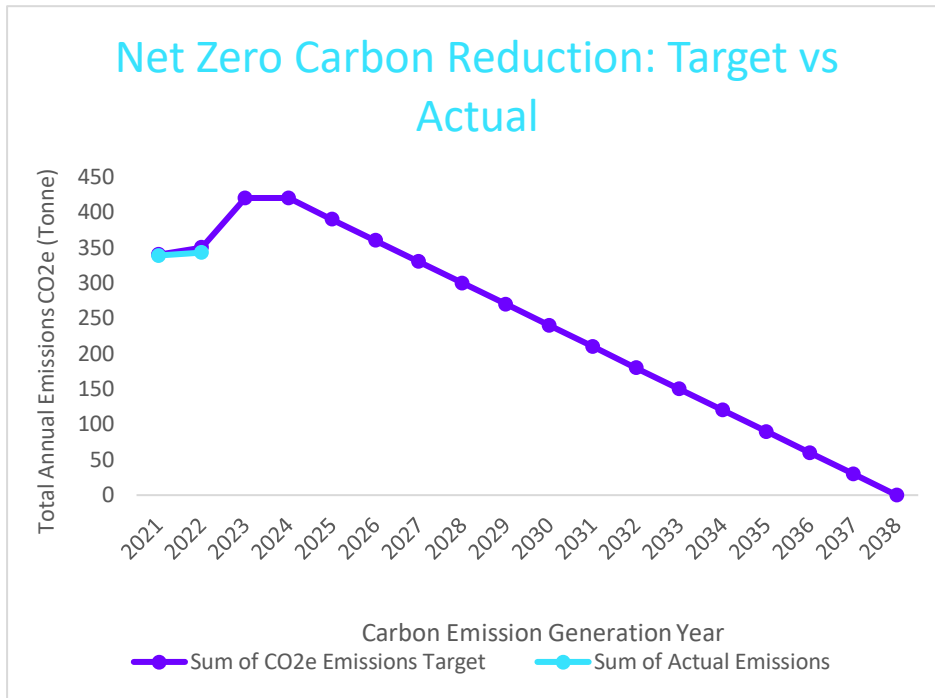
**Our progress against these targets can be seen in the graph below:**



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## Carbon Reduction Projects

### Completed Carbon Reduction Initiatives

The following environmental management measures and projects have been completed or implemented since the 2021 baseline. The carbon emission reduction achieved by these schemes had an impact on our initial 2021 baseline and the measures will be in effect when performing the contract.

Our completed carbon reduction initiatives include:

1. Encourage the use of virtual meeting technology to reduce our companies' annual emissions created from onsite internal and supplier meetings.
2. Promoting environmental concerns and objectives with employees.
3. Signed up to Play It Green sustainability employee communications.
4. Implemented regular heating checks, including turning off heating in individual rooms to target electricity emission reduction.
5. Changed to LED lights including,
  - a. master switch for lighting to all be turned off at one central location - avoiding any unnecessary lights on.
  - b. Lighting sensors for each room.



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6. Committed to offsetting product carbon emissions for customers purchasing our refurbished range.
7. committing to an annual Carbon Reduction Plan (CRP).

## Future Carbon Reduction Initiatives

1. Implement server energy reduction plan.
2. Moving to all digital purchase orders - saving 190k of sheets of paper.
3. Introduction of paper recycling.
4. Provide access to homeworking for all employees (when viable for position) to reduce the impact of their emissions created on their commute to our business locations.
5. Replace office water cooler with an electric alternative to reduce waste from empty water bottles.
6. Achieve business objective of becoming a paperless office.
7. To work in partnership with clients to work towards our own and their environmental objectives.
8. Educate clients through knowledgeable and robust conversations, with an environmental focus, around alternative methods of manufacturing and materials.
9. Change business premises electricity supplier to 100% renewable.
10. Bike to work scheme.
11. Source and utilised biogenic and low-carbon materials as far as possible on client schemes.
12. Carry out "Whole Life Carbon assessments" on client schemes.
13. Interrogate the data from Scope reports to confirm or realign our business objectives in relation to environmental issues, on an annual basis.
14. Put in place a "minimum standards" impact policy for all new supply chain procurement.
15. Implementation of a salary sacrifice scheme to influence employee purchasing of EV Cars.
16. Install EV Charging points at head office.
17. Invested in energy efficient technology.
18. Continued investment in bespoke workshops, delivered by an environmental expert



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## 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 standard<sup>1</sup> and uses the appropriate 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:



Chris Perry - Director

Date: 03/04/2023

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

<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>



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