

Carbon Reduction Plan

Supplier name: **Invitise LTD**

Publication date: September 2024

Commitment to achieving Net Zero

Invitise Ltd remains committed to achieving Net Zero emissions by 2030. Over the past year, we have made significant progress in understanding and reducing our carbon footprint. We continue to collaborate with sustainability experts to ensure the accuracy of our emissions calculations and to refine our strategies for carbon reduction.

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: May 2021 to May 2022 (Invitise Ltd started trading in May 2021)	
Baseline year emissions:	
EMISSIONS	TOTAL (tCO₂e)
Scope 1	0 - We have identified no sources of emissions that contribute to Scope 1.
Scope 2	3.5
Scope 3 (Included Sources)	Transportation and distribution in the Upstream sector do not apply to us as a recruitment company, as we deal exclusively with human resources and do not handle physical products that involve upstream and downstream processes. Waste generated in operations - 1 Business travel – 1.5 Employee commuting – 0 Transportation and distribution in the downstream sector do not apply to us as a recruitment company, as we deal

	<p>exclusively with human resources and do not handle physical products that involve upstream and downstream processes.</p> <p>Total 2.5</p>
Total Emissions	6

Current Emissions Reporting

Reporting Year: May 2023 to May 2024											
EMISSIONS	TOTAL (tCO₂e)										
Scope 1	0 - We have identified no sources of emissions that contribute to Scope 1.										
Scope 2	<p>2.8</p> <p>Electricity & heating combined</p> <table border="1"> <thead> <tr> <th>ghg conversion</th> <th>Electricity & Heating kwh</th> <th>KgCO₂e</th> <th>tCO₂e</th> <th>Monthly Consumption kwh</th> </tr> </thead> <tbody> <tr> <td>0.207074</td> <td>13,500 (reduced from 14,500 kWh due to energy efficiency measures)</td> <td>13,500 kWh × 0.207074 = 2,795.499</td> <td>2,795.4 ÷ 1,000 = 2.8</td> <td>1,125 (reduced from 1,208.33)</td> </tr> </tbody> </table>	ghg conversion	Electricity & Heating kwh	KgCO ₂ e	tCO ₂ e	Monthly Consumption kwh	0.207074	13,500 (reduced from 14,500 kWh due to energy efficiency measures)	13,500 kWh × 0.207074 = 2,795.499	2,795.4 ÷ 1,000 = 2.8	1,125 (reduced from 1,208.33)
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Scope 3 (Included Sources)	<p>Total 1.7</p> <p>Transportation and distribution in the Upstream sector do not apply to us as a recruitment company, as we deal exclusively with human resources and do not handle physical products that involve upstream and downstream processes.</p> <p>Waste generated in operations - 0.8 tCO₂e (reduced from 1 tCO₂e)</p> <p>Business travel – 0.9 tCO₂e (reduced from 1.5 tCO₂e)</p> <p>Employee commuting – 0 ((reduced from 1 tCO₂e due to the implementation of the Work from Home policy)</p>										

	Transportation and distribution in the Downstream sector do not apply to us as a recruitment company, as we deal exclusively with human resources and do not handle physical products that involve upstream and downstream processes.
Total Emissions	4.5

Emissions reduction targets

Over the past year, we have made significant progress in reducing our carbon emissions. Our total emissions have decreased from 6 tCO₂e in the baseline year to 4.5 tCO₂e in the current reporting year, representing a 25% reduction. We have set a target to reduce our emissions by an additional 10% over the next year, aiming to achieve a total emissions level of 4.05 tCO₂e by September 2025.

Carbon Reduction Initiatives

Progress Update (September 2023 - September 2024)

Energy Efficiency Improvements:

- Conducted an energy audit and implemented recommended changes, resulting in a 10% reduction in energy consumption.
- Upgraded 90% of our lighting systems to energy-efficient LED bulbs.
- Installed programmable thermostats and optimised HVAC systems, leading to a 15% reduction in heating and cooling-related emissions.

Sustainable Transportation:

- Successfully implemented a Work from Home policy, reducing employee commuting emissions to 0 tCO₂e.
- Encouraged the use of public transportation, carpooling, or biking for employees who commute to the office.

Waste Reduction and Recycling:

- Established a comprehensive waste reduction and recycling program, achieving a 20% reduction in waste generated in operations.
- Minimised single-use plastics and encouraged reusable alternatives, reducing plastic waste by 25%.

Sustainable Procurement:

- Sourced 50% of our office supplies from suppliers who prioritise environmental sustainability.

- Conducted life cycle assessments for key procurement decisions, resulting in a 10% reduction in the carbon footprint of purchased products.

Employee Engagement:

- Educated employees about the importance of carbon reduction through workshops and training sessions.
- Recognised and incentivised employees who actively contributed to carbon reduction efforts, leading to increased participation in sustainability initiatives.

Carbon Offset Programs:

- Invested in carbon offset programs that support reforestation and renewable energy projects, offsetting 2 tCO₂e of our emissions.

Future Initiatives (2024 - 2025)

Expand Renewable Energy Usage:

- Transition to 100% renewable energy for our office operations by the end of 2025.

Strengthen Waste Management:

- Aim for zero waste to landfill by 2025 by improving recycling and composting programs.

Increase Sustainable Procurement:

- Source 75% of office supplies from environmentally sustainable suppliers by 2025.

Employee Engagement:

- Launch a company-wide sustainability challenge to encourage further participation in carbon reduction efforts.

Client Meetings and Travel:

- Review and optimise client meeting practices to reduce in-person meetings and associated travel emissions. Encourage virtual meetings where feasible.

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 Supplier:



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Fahim Rashid

Managing Director

Date: 03/09/24

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>