Carbon Reduction Plan

Supplier name: Total Enterprise Solutions Limited

Publication date: 21 February 2022

Commitment to achieving Net Zero

Total Enterprise Solutions Limited is committed to achieving Net Zero emissions by 2027.

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: 2020/21	
Additional Details relating to the Baseline Emissions calculations.	
The data for the baseline year has been calculated with support from sustainability consultancy Grain Sustainability using the cloud based software provided by Compare Your Footprint whose calculations adhere to GHG Protocol Standards for scope 1, 2 and 3 and are based on the government's official DEFRA conversion factors. The data has been calculated for the 12 months from 1 April 2020 to 31 March 2021. Some of the data collected could not be fully identified in alignment with this period as it has only been available for the calendar year. The data covers all Scope 1 and 2 emissions as well as parts of the Scope 3 emissions including Business travel, Employee commuting, Waste generated in operations, Upstream transportation and distribution and Downstream transportation and distribution. The work has been done as part of the ongoing development of TES's sustainability strategy. Electricity emissions have been determined with the market based method.	
Baseline year emissions:	

EMISSIONS	TOTAL (tCO_2e)
Scope 1	**0.203**
Scope 2	**5.131**
Scope 3 (Included Sources)	**54.006**
Total Emissions	**59.339**

Current Emissions Reporting

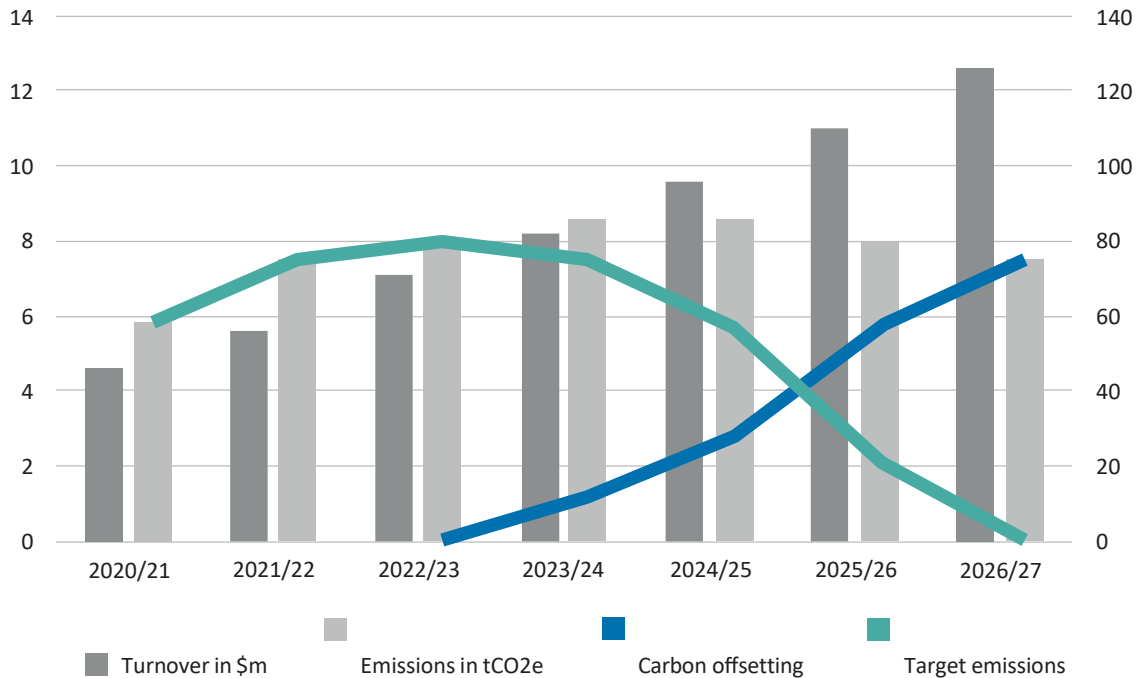| Reporting Year: n/a as baseline year is 2020/21	
EMISSIONS	**TOTAL (tCO$_2$e)**
Scope 1	n/a
Scope 2	n/a
Scope 3 (Included Sources)	n/a
Total Emissions	n/a

Emissions reduction targets

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

We project that our target carbon emissions will decrease over the next five years to 0 tCO$_2$e by 2027. This is a reduction of 100%. Despite a projected growth of the company, we will achieve this by reducing the carbon emissions per employee from 1.413 tCO2e to 0.735 tCO2e while commencing to offset emissions beginning in the financial year 2022/23 to completely offset the remaining emissions by 2027 and reach Net Zero. The initial lack of improvements is based on the assumption that 2020/21 as a baseline was a year with lower emissions than usual due to COVID. Choosing an earlier, pre-COVID baseline year did not offer a better option as a change of office building would have distorted the baseline more.

In addition to the Net Zero ambition we are planning to have completed the offset of all TES' Scope 1 and Scope 2 emissions since TES' inception in 2005 sharing the spirit of Microsoft's own ambition to offset their Scope 1 and 2 emissions since 1975 by 2050.

The graph below shows the planned progression against the net zero target:

Carbon Reduction Projects

Completed Carbon Reduction Initiatives

The following environmental management measures and projects have been completed or implemented to achieve the 2020/21 baseline and the measures will be in effect when performing the contract:

TES has chosen a green energy tariff for the office electricity supply with 81% of energy coming from renewable sources.

TES has installed a new heat pump for the office building to provide heating and cooling.

As an initiative from the employees all lightbulbs have been replace with low energy LED lightbulbs.

TES has implemented a new policy for flexible home working to reduce emissions from employee commuting. As a result 38% of the TES team are working from home full time (apart from one day a week for team activities) and of those who work full time in the office on average each employee only spends 2.5 days in the office.

A new policy to reduce the amount of business travel evaluates what work can be executed without travel to clients' offices while maintaining the same quality of work resulting in the majority of work being done remotely.

For all IT equipment like desktop computers, laptops, mobile phones, printers etc there is no fixed replacement policy. All equipment is reviewed for performance, repaired and upgraded before a decision to replace is signed off. Once replacement has become necessary the old equipment is returned to Dell for either reuse or recycling to ensure circularity or donated to charity to allow for continued usage.

Information security programme spearheaded by ISO27001 Information Security Management certification and Cyber Essentials Plus certification together with regular inhouse information security training to increase cyber security, reducing downtimes and increasing efficiencies.

Transition to cloud based operation. The majority of servers are now cloud based with a target of being fully cloud based in 2023.

As a Microsoft Gold Partner TES benefits from the sustainability measures Microsoft has been implementing and their strategy to be climate positive by 2030 and additionally having offset all their Scope 1 and 2 emissions since their beginning in 1975. Directly relevant to TES' operations in the UK is the aim to be carbon neutral in 2030 with all data centres.

Implementation of a waste recycling scheme as initiated by the employees with recycling bins in the office and the waste contractor in addition sorting the remaining waste to achieve maximum recycling rates.

Employee initiative to sell old furniture, fittings and equipment online for reuse and giving the proceeds to charity.

In the future we hope to implement further measures such as:

Moving the electricity supply to a 100% renewable energy tariff.

Explore the offering of an EV salary sacrifice scheme.

Create EV charging points in the company car parks.

Do further energy efficiency improvements to the current building or to move to a more energy efficient building.

Reduce the number of laptops, desktop computers and mobile phones to be purchased and moving to a leasing model which ensures a clean end of life solution for all out of use equipment being taken back by the supplier.

Moving to a SIM only mobile phone policy, reducing the number of required handsets.

ISO9001 to be completed in2022 to ensure maximum quality of delivery and efficiency of resources.

ISO14001 to be explored to further structure the environmental management system.

Continuing supply chain engagement to optimise carbon footprint.

TES

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[1] and uses the appropriate Government emission conversion factors for greenhouse gas company reporting[2].

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[3].

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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Date: … 21st February 2022 ….

TES

[2] https://www.gov.uk/government/collections/government-conversion-factors-for-company-reporting
[3] https://ghgprotocol.org/standards/scope-3-standard