

# Carbon Reduction Plan

**Supplier name:** PROc2w Limited (t/a Green Commute Initiative)

**Company Registration Number:** 10007258 (10315668)

**Published date:** August 2025

## Commitment to achieving Net Zero

PROc2w Limited is committed to achieving Net Zero emissions by 2040.

Green Commute Initiative (GCI) subcontracts all of its services to PROc2w Limited. This Carbon Reduction Plan reflects the joint goals for both companies.

This inventory does not include the Scope 3 emissions associated with bikes acquired through PROc2w / GCI's service.

## Base Year Emissions Footprint

Base year 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. Base year emissions are the reference point against which emissions reduction can be measured. We have chosen our base year to be 1<sup>st</sup> March 2022 – 28<sup>th</sup> February 2023.

Base Year: 1st March 2022 – 28th February 2023	
Additional details relating to the Base Year Emissions calculations:	
There are no Scope 1 emissions reportable for the Base Year (1 <sup>st</sup> March 2022 – 28 <sup>th</sup> February 2023) as PROc2w does not occupy a premises which has stationary combustion or engage in manufacturing / contribute to process emissions. In the Baseline Year, PROc2w also did not travel in any company-owned combustion-engine vehicles or contribute to the release of fugitive gases.	
Scope 3 emissions from bikes acquired through PROc2w / GCI's service are not included within the base year measurement.	
EMISSIONS	TOTAL (tCO <sub>2</sub> e)
Scope 1	0.0
Scope 2	Market-based: 0.6 Location-based: 0.9
Scope 3 including: ● Purchased Goods & Services ( <i>partial inclusion</i> )	81.8

<ul style="list-style-type: none"> <li>● Capital Goods</li> <li>● Fuel &amp; Energy Related Services</li> <li>● Business Travel</li> <li>● Transportation &amp; Distribution (Upstream &amp; Downstream)</li> <li>● Employee Commuting &amp; Homeworking</li> <li>● Operational Waste &amp; Water</li> <li>● Leased Assets (Upstream &amp; Downstream)</li> <li>● Product (Processing, Use, End of Life Treatment) <i>(unmeasured)</i></li> <li>● Franchises &amp; Investments</li> </ul>	
<p><b>Total Emissions</b></p>	<p><b>Market-based: 82.4</b> <b>Location-based: 82.8</b></p>

Our total emissions equate to a Carbon Intensity Metric of **11.8 tCO<sub>2</sub>e per full-time employee equivalent** (FTE) based on **7 FTEs** during the baseline period (using market-based emissions).

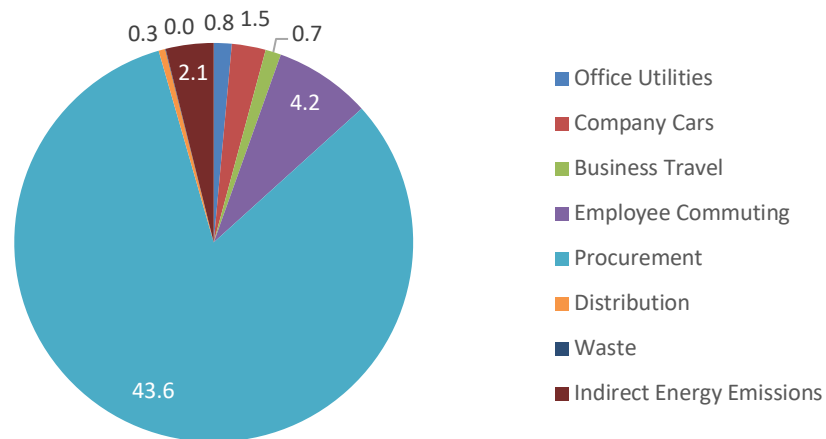
*\*Purchased electricity can be measured in two ways. A location-based method reflects the average emissions intensity of grids on which energy consumption occurs (using mostly grid-average emission factor data). A market-based method reflects emissions from electricity that companies have purposefully chosen (or their lack of choice). A market-based method therefore takes into account the purchase of electricity via a verified renewable energy tariff. We have chosen to base our Net Zero target on a market-based methodology.*

**Current Emissions Reporting**

Reporting Year: 1 <sup>st</sup> March 2024 – 28 <sup>th</sup> February 2025	
<p>Scope 1 emissions come from company owned vehicles which fell into scope / were acquired after the base year measurement.</p> <p>Scope 3 emissions from bikes acquired through PROc2w / GCI's service are not included within the current measurement.</p>	
EMISSIONS	TOTAL (tCO <sub>2</sub> e)
Scope 1	1.5
Scope 2	Market-based: 0.8 Location-based: 1.7
Scope 3 including: <ul style="list-style-type: none"> <li>● Purchased Goods &amp; Services (<i>partial inclusion</i>)</li> <li>● Capital Goods</li> <li>● Fuel &amp; Energy Related Services</li> <li>● Business Travel</li> <li>● Transportation &amp; Distribution (Upstream &amp; Downstream)</li> <li>● Employee Commuting &amp; Homeworking</li> <li>● Operational Waste &amp; Water</li> <li>● Leased Assets (Upstream &amp; Downstream)</li> <li>● Product (Processing, Use, End of Life Treatment) (<i>unmeasured</i>)</li> <li>● Franchises &amp; Investments</li> </ul>	50.8
<b>Total Emissions</b>	<b>Market-based: 53.0</b> <b>Location-based: 53.9</b>

Our total emissions equate to a Carbon Intensity Metric of **7.6 tCO<sub>2</sub>e per full-time employee equivalent (FTE)** based on **7 FTEs** during the measurement period (using market-based emissions).

Emissions by Category (tCO<sub>2</sub>e)



### Emissions reduction targets

PROc2w Limited is committed to achieving Net Zero by 2040.

To achieve Net Zero we will need to reduce our absolute emissions by 90% from our baseline year and offset any residual emissions. To track our progress towards our long-term Net Zero target, we have also set some near-term targets to 2030.

Our near-term targets:

- Reduce scope 1 and 2 emissions to zero by 2030.
- Procure 100% renewable electricity by 2030.
- Reduce measured scope 3 emissions by 20% by 2026.
- Reduce measured scope 3 emissions by 35% by 2030.
- Measure all scope 3 categories by 2026.

Our long-term targets:

- Reduce our total market-based emissions (scope 1, 2 and 3) by at least 90% by 2040.
- Neutralise any residual emissions using verified carbon offsets.

## Carbon Reduction Projects

### *Completed Carbon Reduction Initiatives*

The following environmental management measures and projects have been completed or implemented. The carbon emission reduction achieved by these measures will be in effect when performing the contract.

Activity	Completion Year	Scope
<p>Commit to measuring carbon footprint of business activities year on year to gain an understanding of pinch points and regularly be making efficient and direct improvements to reduce these emissions.</p> <p>Year 1 appointed Positive Planet to support with calculating baseline carbon footprint and reduction recommendations.</p>	2022	1,2,3
<p>Created a Green Team to lead initiatives. This team has been made up of members from different departments to support the roll out of initiatives and management of data, this includes sharing and collaborating throughout the organisation.</p>	2022	1,2,3
<p>Energy efficiency improvements for office appliances including a water heater; utilisation of lower-carbon web browsing platforms (Ecosia).</p>	2023	2,3
<p>Employee internal combustion engine commuter vehicle replaced with hybrid.</p>	2023	3
<p>Switched to a 100% renewable electricity tariff at the premises occupied by PROc2w and Green Commute Initiative.</p>	2023	2
<p>Green Commute Initiative has in a place existing initiatives to support employees to opt for low carbon commuting methods. These include the option for employees to have an electric bike and having secure bike storage at the office.</p>	2024	3
<p>Developed a sustainable travel policy, which prioritises sustainable travel options even where this requires more time and cost, and utilises the low emissions travel hierarchy:</p> <ul style="list-style-type: none"> <li>● Digital communication</li> <li>● Walking and cycling</li> <li>● Public and shared transport</li> <li>● EV's and car sharing/clubs</li> <li>● ICE vehicles and car sharing/clubs</li> <li>● Air travel</li> </ul>	2024	3

## Carbon Reduction Projects

### *Future Carbon Reduction Plans*

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

<b>Reduction Activities – Scope 1 &amp; 2</b>			
<b>Activity No.</b>	<b>Activity</b>	<b>Target Date</b>	<b>Category</b>
1	Conduct a review of company vehicles to outline a strategy for company vehicle electrification, such that no internal combustion engine vehicles are owned & operated by PROc2w by 2030.	2026	Mobile Combustion Purchased Electricity (EVs)
2	Engage with the landlord to again procure a 100% renewable electricity tariff to reduce market-based emissions to zero. There is an opportunity to do this when the current 1 year tariff comes to an end.	2025	Purchased Electricity

Based upon the above completed and planned initiatives, it is projected that Scope 1 & 2 carbon emissions will decrease to **0 tCO<sub>2</sub>e** by 2030.

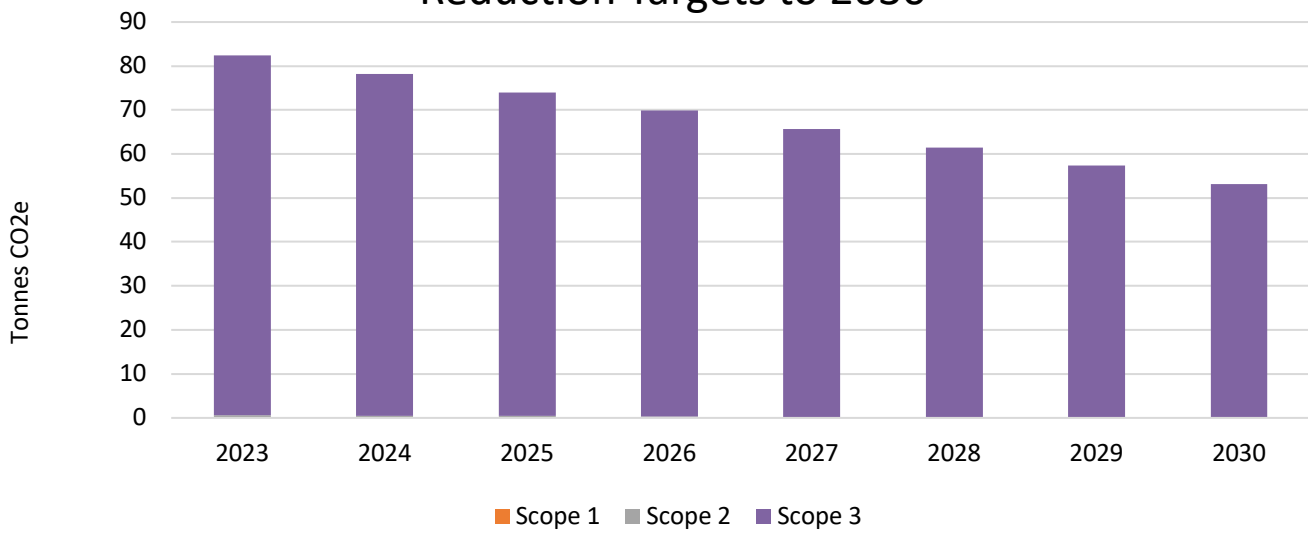
We also aim to implement the further initiatives below to reduce Scope 3 emissions:

Reduction Activities – Scope 1 & 2			
Activity No.	Activity	Target Date	Category
1	<p>Consider further training and engagement for the Green Team, leadership, and the wider employee base. Internal engagement initiatives could involve creating spaces for environmental positive conversations (in internal comms, newsletters, Slack, Teams, etc.) and certified Carbon Literacy Training.</p> <p>Certified learners typically reduce emissions by 5-15%, with 50% of these reductions typically relating to the workplace. Businesses that engage with Carbon Literacy Training can also get certified as Carbon Literate Organisations which may bring commercial benefits. Role-specific Net Zero training can also be considered to encourage action from key areas of the organisation.</p>	2026	All
2	<p>Implement a Sustainable Procurement Policy. Encourage suppliers to adopt sustainable practices and improve their own carbon footprint through supplier engagement, procurement policies and contracts, and monitoring reporting mechanisms.</p> <p>Commit to a Sustainability Audit or Survey to request further information regarding credentials. Plan to send these to the Top 5-10 suppliers by spend, increasing annually. This data collection will support the reduction journey by:</p> <ul style="list-style-type: none"> <li>- improving the accuracy of carbon footprint measurements through collecting supplier-specific data;</li> <li>- allowing the positive impacts from reduction actions to be captured;</li> <li>- identifying business risks in the supply chain; and</li> <li>- encouraging supply chain integration towards Net Zero.</li> </ul> <p>This action will embed sustainability considerations into the procurement process and enable suppliers with lower organisational carbon footprints, lower embodied carbon of products, or a demonstrated commitment to Net Zero to be prioritised, as part of a phased approach.</p> <p>Taking action here is essential, as 82% of currently measured emissions sit within the supply chain.</p>	2026	Purchased Goods & Services

3	Add sustainability criteria to all purchasing decisions, including the expected lifespan, energy efficiency (and embodied carbon where available), and necessity of the purchase. To support this, provide all teams with sustainability measures & targets for purchases & expenditure.	2026	Purchased Goods & Services
4	Consider lifetime carbon emissions and purchase in line with minimum longevity requirements, prioritising repair & reuse over re-purchase. For vehicles, EVs prioritised over ICEV. Compare the carbon impact of large-spend items with alternatives.	2028	Capital Goods
5	Explore schemes and incentives that will further support staff members to opt for low-carbon commuting methods. Examples include: <ul style="list-style-type: none"> <li>- Facilitating lift sharing amongst employees</li> <li>- Further incentives and support in confidence to cycle to work</li> <li>- Further exploring flexible and homeworking options, including supporting employees to have 100% renewable energy tariffs at home</li> </ul> An extended commuting and homeworking survey can be used next year to gather further detail on employee homeworking energy use and gauge interest and potential uptake in lower carbon commuting and homeworking initiatives.	2026	Commuting
6	Optimise digital marketing assets by 20-30% and minimise wastage by improving ad-targeting and reducing wasted impressions (digital marketing)	2027	Purchased Goods & Services
7	Software and Cloud sustainability action: Optimise website images and media, utilise green web hosting, complete an audit of cloud-based services and consider switching to green providers & removing unnecessary subscriptions.	2029	Purchased Goods & Services

Based upon the above completed and planned initiatives, it is projected that Scope 3 carbon emissions will further decrease from the base year measurement of 81.8 tCO<sub>2</sub>e to 53.2 tCO<sub>2</sub>e by 2030. This is a reduction of 35% and will keep us on track to Net Zero.

### Reduction Targets to 2030



PROc2w is on track to meet its overall near term carbon reduction targets for current measured emissions. Current progress can be improved upon by procuring a 100% renewable energy tariff (to meet its Scope 2 targets), expanding the scope of the measurement to have a full inventory of emissions, and targeting Scope 3 procurement emissions as a priority.

## Declaration and Sign Off

This Carbon Reduction Plan has been completed in accordance with PPN 006 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 approved by PROc2w Limited Executive Team.

### **Signed on behalf of PROc2w Limited:**



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Name: Joanna Flint

Position: Marketing Director

Date: 1st September 2025

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<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/corporate-value-chain-scope-3-standard>