

# Carbon Reduction Plan

Supplier name: **Focus Cloud Group Limited**

Publication day: 31<sup>st</sup> January 2025

## Commitment to achieving Net Zero

Focus Cloud Group Limited are committed to achieving Net Zero emissions by 2030.

## 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: 2024	
Baseline Year emissions:	
EMISSIONS	TOTAL (tCO2e)
Scope 1	0.00 tCO2e
Scope 2	0.00 tCO2e
Scope 3 (Included Sources)	1036.80 tCO2e
Total Emissions	1036.80 tCO2e

## Current Emissions Reporting

Reporting Year: 2024	
Baseline Year emissions:	
EMISSIONS	TOTAL (tCO2e)
Scope 1	0.00 tCO2e
Scope 2	0.00 tCO2e
Scope 3 (Included Sources)	1036.80 tCO2e
Total Emissions	1036.80 tCO2e



## 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 933 tCO<sub>2</sub>e by 2030. This is a reduction of 10%

## Carbon Reduction Projects

### Completed Carbon Reduction Initiatives

- **Company Vehicles:** All company vehicles provided to senior staff have been 100% electric vehicles and further scaling back, reserving for only company Executives, reducing from 8 to 5 vehicles.
- **Print and Go strategies:** Printing in the offices has been restricted by having just one printer/scanner in each. Staff are encouraged to print double sided where possible and only print when absolutely necessary.
- **Online Resources:** Increased use of online resources, for example: all contracts are now e-signed either via DocuSign or within the dedicated timesheet and billing software which creates e-documents for signing and stores all compliance.
- **Corporate Travel Policies:** Staff are encouraged to travel by train wherever possible where a meeting needs to take place face-to-face.
- **Efficient IT Operations:** New worker laptops and replacement laptops for staff can now be set-up remotely via MS O365 Azure thus reducing the need for site visits by IT department.

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

- Cycle to work scheme initiatives
- Company incentive trips to be carbon off-set
- Business travel to be carbon off-set
- Remove office printers altogether
- Introduce PIR lighting in Crawley office with highest rating bulb
- Sign-up to renewal energy suppliers for Crawley office gas and electricity
- Petition London Serviced office landlord to move to renewable energy suppliers and PIR lighting
- Replace wall mounted TVs with highest efficiency models
- Engage with a cycle courier firm for any local urgent deliveries



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 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 (or equivalent management body).

Signed on behalf of the Supplier:



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Andrew Papadopoulos, Associate Director of Operations

Date: 17/02/2025





## CARBON REDUCTION PLAN GUIDANCE

### Notes for Completion

Where an In-Scope Organisation has determined that the measure applies to the procurement, suppliers wishing to bid for that contract are required at the selection stage to submit a Carbon Reduction Plan which details their organisational carbon footprint and confirms their commitment to achieving Net Zero by 2050.

Carbon Reduction Plans are to be completed by the bidding supplier<sup>1</sup> and must meet the reporting requirements set out in supporting guidance and include the supplier's current carbon footprint and its commitment to reducing emissions to achieve Net Zero emissions by 2050.

The CRP should be specific to the bidding entity, or, provided certain criteria are met, may cover the bidding entity and its parent organisation. In order to ensure the CRP remains relevant, a Carbon Reduction Plan covering the bidding entity and its parent organisation is only permissible where the detailed requirements of the CRP are met in full, as set out in the Technical Standard<sup>2</sup> and Guidance<sup>3</sup>, and all of the following criteria are met:

- The bidding entity is wholly owned by the parent.
- The commitment to achieving net zero by 2050 for UK operations is set out in the CRP for the parent and is supported and adopted by the bidding entity, demonstrated by the inclusion in the CRP of a statement that this will apply to the bidding entity.
- The environmental measures set out are stated to be able to be applied by the bidding entity when performing the relevant contract; and
- The CRP is published on the bidding entity's website.

Bidding entities must take steps to ensure they have their own CRP as soon as reasonably practicable and should note that the ability to rely on a parent organisation's Carbon Reduction Plan may only be a temporary measure under this selection criterion.

The Carbon Reduction Plan should be updated regularly (at least annually) and published and clearly signposted on the supplier's UK website. It should be approved by a director (or equivalent senior leadership) within the supplier's organisation to demonstrate a clear commitment to emissions reduction at the highest level. Suppliers may wish to adopt the key objectives of the Carbon Reduction Plan within their strategic plans.

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<sup>1</sup>Bidding supplier or 'bidding entity' means the organisation with whom the contracting authority will enter into a contract if it is successful.

<sup>2</sup>Technical Standard can be found at:

[https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment\\_data/file/991625/PPN\\_0621\\_Technical\\_standard\\_for\\_the\\_Completion\\_of\\_Carbon\\_Reduction\\_Plans\\_\\_2\\_.pdf](https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/991625/PPN_0621_Technical_standard_for_the_Completion_of_Carbon_Reduction_Plans__2_.pdf)

<sup>3</sup>Guidance can be found at:

[https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment\\_data/file/991623/Guidance\\_on\\_adopting\\_and\\_applying\\_PPN\\_06\\_21\\_\\_Selection\\_Criteria\\_\\_3\\_.pdf](https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/991623/Guidance_on_adopting_and_applying_PPN_06_21__Selection_Criteria__3_.pdf)