



# Carbon Reduction Plan

Supplier name: PSL Print Management Ltd

Publication date: 7<sup>th</sup> February 2023

## **Commitment to achieving Net Zero**

PSL Print Management Ltd is committed to achieving Net Zero emissions by **2050**.

## **Note to Reader**

Please note that 2022 is our first reporting year, hence our baseline and current reporting years are the same.

## **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: 2022**

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

### **Baseline Emissions**

Baseline Emissions have been calculated for Scope 1, Scope 2 and Scope 3 (subset) emissions. These are based on 2022 figures.

We feel that the selected baseline gives an accurate representation of the normal business practise for Scope 1, 2 & 3 emissions and provides an accurate number for us to set reduction targets against. Emissions have been monitored since certification to ISO14001 in 2017 and specific reduction targets/objectives have been implemented in some of these areas.

A subset of Scope 3 emissions has been gathered and calculated for the year 2022 and reported in the current emission reporting section. The subset includes the following:

- Category 4 - Upstream transportation and distribution
- Category 5 - Waste generated in operations
- Category 6 - Business travel
- Category 7 - Employee commuting
- Category 9 - Downstream transportation and distribution

**Calculation of Scope 1, 2 & 3 Emissions.**

Currently Scope 1 & 2 Emissions are calculated using the SME carbon calculator tool provided by the carbon trust which is suitable for scope 1 & 2 calculations. Scope 3 emissions have been calculated using the UK Government GHG Conversion Factors.

*When calculating Scope 3 emissions, the following guidance were observed:*

[Greenhouse gas reporting: conversion factors 2022 - GOV.UK \(www.gov.uk\)](https://www.gov.uk/government/publications/greenhouse-gas-reporting-conversion-factors-2022)

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

<sup>1</sup> <https://www.gov.uk/government/collections/government-conversion-factors-for-company-reporting>

<sup>1</sup> <https://ghgprotocol.org/standards/scope-3-standard>

**Baseline year emissions: 2022**

<b>EMISSIONS</b>	<b>TOTAL (tCO<sub>2</sub>e)</b>
<b>Scope 1</b>	<b>171.28</b> Gas Air conditioning (R410A) Water Coolant (R134A) Company vehicle fuel
<b>Scope 2</b>	<b>19.65</b> Electricity
<b>Scope 3 (Included Sources)</b>	<b>161.00</b> Upstream transportation and distribution Waste generated in operations Business travel Employee commuting Downstream transportation and distribution
<b>Total Emissions</b>	<b>351.93 tCO<sub>2</sub>e</b>

## **Emissions reduction targets**

### **Emissions reduction targets for scope 1, 2 & 3 emissions**

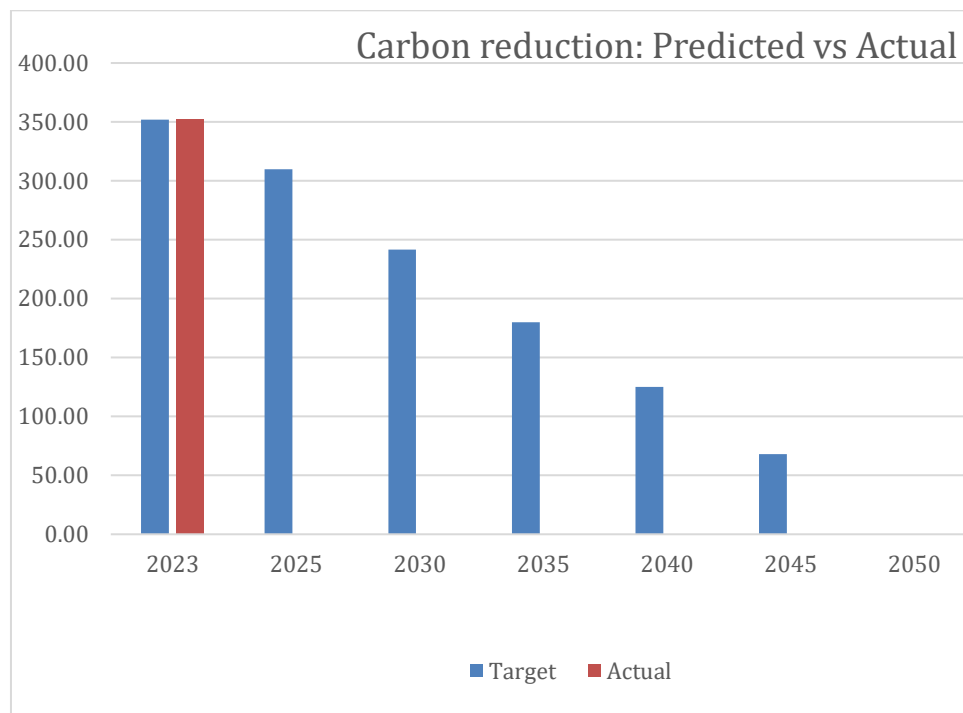
In order to continue our progress to achieving Net Zero, we have adopted the following carbon reduction targets.

- PSL Print Management Ltd is targeting net zero emissions across all its activities by 2050. This target includes the full activity of our supply chain working on our behalf. This target includes all emission sources covered in PPN06/21
- PSL Print Management Ltd also aims for a 66% reduction in Scope 1, 2 emissions by 2030, this is measured from a 2022 baseline.

We project that carbon emissions will decrease for Scope 1, 2 & 3 Emissions to **309.70 tCO<sub>2</sub>e** by 2025 (a reduction of **12%**), further decreasing to **241.57** by 2030 (a further reduction of **22%**)

To achieve these objectives, we will assess activities associated with scope 1 and 2 emissions such as the reduction of consumption of electricity and natural gas as well as looking at company transportation.

Progress against these targets can be seen in the graph below:



## Carbon Reduction Projects

### Completed Carbon Reduction Initiatives:

The following environmental management measures and projects have been completed or implemented before/since the revised 2022 baseline (*revised due to the Pandemic*).

Environmental management carbon reduction measures adapted and applied by the company including the following:

- ISO14001 Certification since 2017
- EcoVadis Gold rating
- FSC certified since 2010

- Environmental management carbon reduction measures include recycling or reusing end of life products, including packaging/cardboard/paper/plastics/glass/batteries and pallets.
- End of life items donated to charity include Ink & Toner cartridges/IT equipment and furniture.
- Providing awareness training to employees on environmental matters.
- Engagement with our employees on our sustainability objectives and how they can assist in achieving these.
- We believe in using materials from sustainable sources, we use printers local to our customers where possible to minimise our impact on the environment.
- We undertake regular due diligence of our supply chain, to assess our suppliers' performance on sustainability and to how the supplier is supporting PSL's, Environmental, Social & Governance (ESG) goals.
- Deliveries to customers are planned, to ensure the most efficient use of travel and a reduction in mileage.
- Hybrid working – employee reduction in travel.
- Implemented Microsoft Teams reducing the requirement for on-site visits for sales and support staff.
- Moving our on-prem services to the cloud - We have moved our Mail Server from on-prem to Exchange online in 2022 and we utilise an SFTP server from Managed Solutions provider. We plan to migrate our File Server to a cloud-based service further reduce our energy consumption in 2023.
- Lighting being replaced to LED.
- Through our sales functions, we can influence customers on how to minimise the environmental impacts, by steering them towards chain-of-custody sourced paper and boards. Also, where appropriate, use of thinner papers and change of design.
- Reduction of energy usage by employee education/training.
- Reduction in diesel fleet vehicles.

## Current Carbon Reduction Initiatives:

ENVIRONMENTAL
Maintenance of an EMS that is fully compliant and independently certified to the ISO14001 Standard for Environmental Management
To increase Environmental awareness and compliance for all company employees
A minimum of 1% Reduction in the Administrative/Office Paper Usage as detailed on Page 9 of the Environmental Aspects & Impacts Register b&w sheets
A minimum of 1% Reduction in the Administrative/Office Paper Usage as detailed on Page 9 of the Environmental Aspects & Impacts Register colour sheets
A minimum of 0.5% reduction in gas consumption as detailed on Page 7 of the Environmental Aspects & Impacts Register
A minimum of 0.5% reduction in electric consumption as detailed on Page 6 of the Environmental Aspects & Impacts Register
Installation of LED lighting in all areas by March 2026 to reduce energy consumption
Installation of an EV charge point at unit A59 by February 2025
Purchase of an EV to replace one of our diesel vehicles by February 2024
A reduction in carbon emissions as detailed on Page 23 of the Environmental Aspects & Impacts Register by a reduction of 2 fleet vehicles by February 2023

## Future Carbon Reduction Initiatives for consideration:

- Less employee travel
- Energy efficient lights/appliances
- Lower emissions cars/electric cars
- Switching away from gas heating
- Reduction in mileage

In the future we hope to implement further measures centred around the reduction of Greenhouse gases in Scope 1 ,2 and 3 areas. These objectives will be decided in March 2023.

## 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, 2 & 3 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 PSL Print Management Ltd.:**



**Name: Jim Gilliland**

**Position: Managing Director**

**Date: 7<sup>th</sup> February 2023**

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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/standards/scope-3-standard>