



2023 Carbon Reduction Plan

ACHIEVING NET ZERO BY 2050

Commitment to Achieving Net Zero

UK Instant Services LTD is committed to achieving Net Zero emissions by 2050.

Baseline Emissions Footprint

Baseline Year: 2022 (01/01/2022 – 31/12/2022)

The Carbon Reduction Plan has been completed in compliance with PPN 06/21. Our Carbon Emissions in 2022 were measured in line with GHG Protocol and include the greenhouse gases stated in the Kyoto Protocol.

Baseline year emissions: 2022		
EMISSIONS	TOTAL (tCO ₂ e)	
Scope 1	0.00	
Scope 2	4.76	
Scope 3	6.61	
Included Sources	Business Travel	6.61
	Employee Commuting	0.00
	Upstream transportation and distribution	0.00
	Downstream transportation and distribution	0.00
	Waste generated in operations	0.00
Total Emissions	11.37	

Current Emissions Reporting

Reporting Year: 2022 (01/01/2022 – 31/12/2022)

The Carbon Reduction Plan has been completed in compliance with PPN 06/21. Our Carbon Emissions in 2022 were measured in line with GHG Protocol and include the greenhouse gases stated in the Kyoto Protocol.

Baseline year emissions: 2022		
EMISSIONS	TOTAL (tCO2e)	
Scope 1	0.00	
Scope 2	4.76	
Scope 3	6.61	
Included Sources	Business Travel	6.61
	Employee Commuting	0.00
	Upstream transportation and distribution	0.00
	Downstream transportation and distribution	0.00
	Waste generated in operations	0.00
Total Emissions	11.37	

Reporting Period

UK Instant Services LTD will publish a Carbon Reduction Plan on a yearly basis detailing emissions released from UK Operations from 1st January to 31st December.

Baseline Year & Current Reporting Year

Due to 2022 being the first year we have measured our CO₂e emissions, the report for the Baseline Year and Current Reporting year contains the same figures. Due to this, the explanations below apply to both sets of data:

Scope 1

Scope 1 is reported as 0.00 tCO₂e in 2022 due to **UK Instant Services LTD** having no boilers, on-site manufacturing, a fleet or f-gases to report emissions on.

Scope 2

Within Scope 2, we have measured the emissions released from working from home and the consumption of purchased gas and electricity in office. With **UK Instant Services LTD** employees making the most of hybrid working, we have calculated 4 out of 5 days as spent working from home and the other 1 from the office. Heating, lighting and computer consumption have all been taken into account to calculate emissions released due to working from home.

Scope 3

Business Travel

The emissions resulting from business travel, have been calculated. This includes travel by Rail, Bus, rental cars, Long Haul flights, and employee-owned vehicles for business purposes, excluding the commute to and from work.

Employee Commuting

The Employee commuting Subset in Scope 3 is reported as 0.00 tCO₂e in 2022 due to **UK Instant Services LTD** not currently recording employee commuting. We are looking to ask staff to report any travel monthly and will therefore re-baseline once the subset can be confidently reported.

Upstream and Downstream transportation and distribution

The Upstream and Downstream Transportation Subset in Scope 3 is reported as 0.00 tCO₂e in the 2022 as **UK Instant Services LTD** does not directly engage in upstream and downstream transportation meaning we are unable to quantify the emissions associated with those activities.

Waste generated in operations

As of now, **UK Instant Services LTD** does not have a waste removal provider. Therefore, we do not have access to specific data regarding CO₂e emissions related to waste disposal.

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 7.40 tCO₂e by 2028. This is a reduction of 35%.

Carbon Reduction Projects

Completed Carbon Reduction Initiatives

The following environmental management measures and projects have been completed or implemented since the 2022 baseline:

- We make the use of recycled materials when possible.
- We employ Hybrid Working to reduce the amount of emissions generated by employees travelling to the office.

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.

Signed on behalf of the Supplier:

Date:

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>