

# Carbon Reduction Plan

---

**2022**

**Supplier Name:** Panamoure Group LLP

**Publication Date:** 14/09/2022



# Commitment to achieving Net Zero

Panamoure is committed to achieving Net Zero emissions by 2040.

## Baseline Emissions Footprint

Baseline Year: 2021 (1/01/2021 – 31/12/2021)		
The Carbon Reduction Plan has been completed in compliance with PPN 06/21. Our Carbon Emissions in 2021 were measured in line with GHG Protocol and include the greenhouse gases stated in the Kyoto Protocol.		
Baseline year emissions: 2021		
EMISSIONS	TOTAL (tCO <sub>2</sub> e)	
Scope 1	0.00	
Scope 2	18.78	
Scope 3	11.71	
Included Sources	Business Travel	3.84
	Employee Commuting	7.64
	Upstream transportation and distribution	0.02
	Downstream transportation and distribution	0.05
	Waste generated in operations	0.16
Total Emissions	30.49	

# Current Emissions Reporting

## Reporting Year: 2021 (1/01/2021 – 31/12/2021)

The Carbon Reduction Plan has been completed in compliance with PPN 06/21. Our Carbon Emissions in 2021 were measured in line with GHG Protocol and include the greenhouse gases stated in the Kyoto Protocol.

## Baseline year emissions: 2021

EMISSIONS	TOTAL (tCO <sub>2</sub> e)	
Scope 1	0.00	
Scope 2	18.78	
Scope 3	11.71	
Included Sources	Business Travel	3.84
	Employee Commuting	7.64
	Upstream transportation and distribution	0.02
	Downstream transportation and distribution	0.05
	Waste generated in operations	0.16
Total Emissions	2.32	

## Baseline Year & Current Reporting Year

Due to 2021 being the first year we have measured our CO<sub>2</sub>e 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 tCO<sub>2</sub>e in the Baseline Year /Reporting Year due to Panamoure 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 purchased gas. With all of Panamoure's employees making the most of hybrid working, we have calculated 2 out of 5 days as spent working from home and the other 3 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 Business Travel Subset in Scope 3 is reported as 3.841tCO<sub>2</sub>e in 2021 due to Panamoure's business model. Travelling to customers' sites has also been calculated where public transport and petrol cars were used. We are looking to reduce these by having meetings over video conference using programs such as TEAMS.

## Employee Commuting

Within Scope 3 we are currently tracking the modes of transport and types of vehicles Panamoure's employee are using to commute to work. Our employees are able to take advantage of our hybrid working which enable us to reduce our c02e.

## Upstream transportation and distribution

We are tracking our upstream transportation and distribution in detail, Consequently, the subset, Upstream transportation and distribution is reported as 0.02tCO<sub>2</sub>e and Downstream transportation and distribution 0.05tCO<sub>2</sub>e for both our baseline year and our current reporting year.

## Waste generated in operations

We are tracking our CO<sub>2</sub>e released from our waste removal services using we are currently using for the building. Waste generated in operations 0.16 tCO<sub>2</sub>e

## 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 28.97 tCO<sub>2</sub>e by 2040. This is a reduction of 5%

## Carbon Reduction Projects

### Green Initiatives introduced as part of an environmental management policy

- Promoting business activity that brings simultaneous economic, social and environmental benefits.
- Encouraging innovative approaches and continuing development and application of best practices.
- Ensuring the best minimum levels of performance in areas such as health & safety, the environment and equal opportunities.
- Creating a framework that facilitates business practices that balance profit and success with achievement of social and sustainability goals.
- Taking an active part in supporting the local community and social causes.
- Panamoure is committed to ensuring it has a positive long-term economic, social and environment impact across the communities and places it operates. As part of that commitment Panamoure expects its suppliers and business partners to uphold the same values in the way it conducts business and be committed to:
  - Equality, diversity and inclusion
  - Corporate social responsibility
  - Environmental sustainability
- As a small business with a diverse workforce Panamoure understand the value that small and diverse businesses bring to the economy. We actively take steps to provide the opportunity for small, local and diverse businesses to work with us, both as suppliers and business partners.



## Green Initiatives

- Use natural resources more, reduce energy consumption: Turn off lights when not needed, turn down the heating 1-2 degrees, open windows and close blinds on warm days.
- Encourage remote working for all: Every team member is encouraged to work remotely from home at least 2 days per week.
- Use local suppliers and resources first: Shop locally, use local producers and suppliers.
- Recycle, recycle, recycle: Ensure all recyclable waste is recycled, use separate recycle bin, educate the team on what can be recycled.
- Only print when essential to reduce printing and paper consumption.
- Buy recyclable or reusable consumables, no to disposable cups, recycled paper, recyclable coffee pods, reusable cups & glasses.
- Car-pooling where possible, colleagues share cars when travelling to the office or client meetings.

## 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 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 signed off by the board of directors.

**Signed on behalf of the Supplier:**

**Date:**

---

<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>