Carbon Reduction Plan

Supplier name: Cistor Ltd

Publication date: **6th April 2022**

Commitment to achieving Net Zero

Cistor is committed to achieving Net Zero emissions by 2030.

Baseline Emissions Footprint

2021 is the baseline.

Baseline Year: 2021

Additional Details relating to the Baseline Emissions calculations.

2021 is the baseline year.

Baseline year emissions: 2021

EMISSIONS	TOTAL (tCO$_2$e)

Scope 1	Scope 1	tCO$_2$e
	Stationary Combustion (Boilers)	0.0000
	Mobile Combustion (Fleet)	0.0249
	Process Emissions (On-Site Manufacturing)	0.0000
	Fugitive Emissions (F-Gasses)	0.0010
	Total – in tCO$_2$e – 0.0260	

Scope 2	Scope 2	tCO$_2$e
	Electricity	3.8854
	Gas	0.0000
	Cloud Servers	0.0040
	Hybrid Fleets	0.0000
	Work From Home	0.7474
	Total – in tCO$_2$e – 4.63868	

Scope 3 (Included Sources)	Scope 3	tCO$_2$e
	Waste Generated in Operations	0.1134
	Upstream transportation & distribution	0.1726
	Downstream transportation & distribution	0.0310
	Business Travel	0.0755
	Commuting	24.5372
	Total – in tCO$_2$e – 24.9297	

Total Emissions	In – tCO$_2$e – 29.5925

Current Emissions Reporting

Reporting Year: 2022	
EMISSIONS	**TOTAL (tCO$_2$e)**
Scope 1	**Scope 1** — **tCO$_2$e** Stationary Combustion (Boilers) — **0.0000** Mobile Combustion (Fleet) — **0.00249** Process Emissions (On-Site Manufacturing) — **0.0000** Fugitive Emissions (F-Gasses) — **0.0028** **Total – in tCO$_2$e – 0.0277**
Scope 2	**Scope 2** — **tCO$_2$e** Electricity — **9.9664** Gas — **0.0000** Cloud Servers — **0.0091** Hybrid Fleets — **0.0332** Work From Home — **2.0555** **Total – in tCO$_2$e – 12.0641**
Scope 3 **(Included Sources)**	**Scope 3** — **tCO$_2$e** Waste Generated in Operations — **0.2595** Upstream transportation & distribution — **0.4072** Downstream transportation & distribution — **0.0564** Business Travel — **0.7171** Commuting — **242.6833** **Total – in tCO$_2$e – 244.1236**
Total Emissions	**Total – in tCO$_2$e – 256.2154**

As Cistor resumed normal operations after lockdown, we saw an increase in emissions. In 2023 we continue to focus on drastic emissions cuts.

Our focus areas are upstream and downstream emissions, business travel and commuting. We have set up an internal sustainability workstream programme (Think First) which all members of our team are part of. Our Think First workstreams provide opportunities for learning, ideas sharing and agrees targets for business improvements to reduce our carbon footprint. All our team undergo training and we further enhance this by;

a) Influencing and/or incentivising staff, suppliers, customers and communities to support environmental protection and improvement initiatives.

b) We have invested in a software platform that enables us to visualise the areas of the business with the greatest carbon emissions, track year-on-year progress and experiment with scenarios to understand where the greatest carbon reductions can be made. This data will be used internally and externally to monitor and report on improvements.

c) We continue to work with key stakeholders in our supply chain to find ways to reduce carbon emissions, specifically in logistics and packaging.

d) Our strategic initiative Keep Kit in Region (KKIR) is specifically designed to reduce carbon emissions and cost.

e) Our business model is centred around extending the life of technology and normalising the use of non-new technology. This directly aligns with findings from the IPCC#6 Synthesis Report that promotes environmental sustainability by: promoting sustainable production and consumption and an improvement in environmental quality in support of the 25 year environment plan of the UK Government. The use of non-new technology directly aligns with the UK Government Greening ICT and Digital Services Strategy and with the United Nations Sustainable Development Goal Number 12.

Emissions reduction targets

We have provided a table below to show why we are focusing on emissions reduction through continuous monitoring and careful application of methods of control within our organisation. 2021 was an artificially low year for Cistor due to COVID and supply chain challenges. 2022 is more reflective of a 'standard' year for Cistor.

	Year	Emissions in tCO_2e	% reduction + / -
Baseline Year: 2021	2021	30	**NA**
Year 2022	2021	256	750%
Carbon Zero Commitment year	2030	**0**	**-100**
Estimated Reduction annually over next 5 years from 2023 to 2030	2028	20	**-50.8**

Carbon Reduction Projects

Completed Carbon Reduction Initiatives

The following environmental management measures and projects have been completed or implemented since the 2021 baseline. The carbon emission reduction achieved by these schemes equate to 9.7 tCO_2e, a reduction against the 2021 baseline, and the measures will be in effect when performing the contract, along with the results of initiatives implemented throughout 2023. As stated, 2021 was an artificially low year for Cistor, so 2022 (although not our baseline year), will be used as a more representative carbon measure.

Since the start of the Covid-19 pandemic in March 2020, Cistor has put in place a hybrid working-from-home policy, with a core team based at our facility in Poynton. This has led to a reduction in our carbon footprint. Our team go up to our Poynton facility once a year for our annual All-Hands meeting and our team are encouraged to car share and take the train.

Our Poynton office is a sustainable building that has featured in The Guardian twice, has been used as a case-study building for E.On and it won Cheshire East Large Commercial Building Project of the Year and was a North West Buildings Award Finalist and the National Energy Awards 'Excellence in Demand Reduction' finalist. The building was environmentally efficient prior to completing our 2021 carbon footprint baseline report. The building has solar panels on the roof that return 22% of the electricity produced to the grid.

Since our 2021 base year we have set up an internal sustainability team called Think First. Launched in 2022, this programme focuses on four sustainability workstreams: Carbon Reduction, Reducing Operational Impacts, Community Engagement and Transparency. Everyone in our business selected the team they wanted to be part of and the workstreams set target metrics, with guidance from our Head of Sustainability. This work continues into 2023.

We maintain our solar panels and cheerlead the use of solar in our local community. The solar panels generated 44,687 kWh and we purchase 40,500kWh. By using these solar panels we estimate that we save 8.4 tonnes of Co2e (based on an assumption from Bulb energy that 1x kWh is equal to 0.193kg of Co2e in the UK). Alongside this we reduced the number of servers on site by 25%, saving 6,935 kWh per year (equivalent to another 1.3 tonnes of Co2e).

With data from Microsoft for our Office 365 usage, we know that on average each employee generates 206g of CO2e per month on average. We also have cloud storage metrics that are included in our CRP report. These 2022 figures provide us with a baseline for the future. In 2021 and 2022 we launched 3 new websites, all of which have been designed to have a lower than average digital carbon footprint and we continue to develop initiatives to encourage our team to manage the data they hold in a sustainable way. More work on this is planned for 2023.

All of the packaging that comes onsite downstream is reused for our upstream clients. In 2022 we began shredding excess packaging to create our own void fill packaging. This significantly reduces the amount of packaging used and we no longer purchase void fill packaging. A Q3 project for 2023 is to review shrink wrap.

In our Poynton facility, 40% of our lights now have lumin sensors to reduce energy use.

We are currently investigating projects local to our facility in Cheshire/ the Peak District that protect ancient forest and peat bogs. This is part of our commitment to support projects that sequester carbon.

In 2023 we have started several sustainability initiatives, aligned to our business strategy. We have changed freight partner to reduce the impact of freight on our operational footprint. This aligns with our strategic pillar, Keep Kit in Region (KKIR). This strategy reduces both our carbon footprint and our costs. In 2022/ Q1 2023 a full review was undertaken to understand how we move stock upstream and downstream. We changed freight handler to a handler who incorporates more road haulage. Our freight routes have incorporated more road haulage. Rather than fly goods from Sacramento, to Memphis, to France to Denmark- the goods are taken via road haulage to San Francisco, flown to Paris and then transported by road to Denmark. This will significantly reduce our carbon footprint and full results will be shared.

We have also scoped out a project to replace our remaining strip lighting with LED lighting. This project, scheduled for launch in Q2 2023 will see a 52% reduction in energy, saving 11,610 kWh, equivalent to 2.2 tonnes of Co2e.

We will be able to share more impact in our 2023 reporting.

As a company, we engage with locally compliant Recycling companies who recycle our waste and we have a zero to landfill policy.

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[1] and uses the appropriate Government emission conversion factors for greenhouse gas company reporting[2].

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[3].

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:

Soren Sorensen   CEO
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Date: ………………………………
13/04/2023

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[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