

Carbon Reduction Plan

Supplier name: Informed Recruitment Limited

Publication date: 23rd December 2024

Commitment to achieving Net Zero

Informed Recruitment is committed to achieving Net Zero emissions by 2050.

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: 2023	
Additional Details relating to the Baseline Emissions calculations.	
No prior reporting, scope 3 heavily effected by being in an shared office and not being directly responsible for utilities or suppliers, waste management, and similar activities	
Baseline year emissions:	
EMISSIONS	TOTAL (tCO₂e)
Scope 1	~3
Scope 2	~3
Scope 3 (Included Sources)	~6 Business travel, employee commuting, purchased goods and services, subcontractor activities, shared office/indirect landlord activities.
Total Emissions	~12

Current Emissions Reporting

Reporting Year: 2024

EMISSIONS	TOTAL (tCO ₂ e)
Scope 1	~2.5
Scope 2	~2.5
Scope 3 (Included Sources)	~6 Business travel, employee commuting, purchased goods and services, subcontractor activities, shared office/indirect landlord activities.
Total Emissions	~11

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 9 tCO₂e by 2029. This is a reduction of over 18%

Carbon Reduction Projects

Completed Carbon Reduction Initiatives

The following environmental management measures and projects have been completed or implemented since the 2023 baseline. The carbon emission reduction achieved by these schemes equate to 1 tCO₂e, an 8.33% reduction against the 2023 baseline and the measures will be in effect when performing the contract.

- Sourcing recycled office supplies
- Encouraging staff travel by public transport, and electrified tram services.
- Reducing power saving settings on electronic equipment
- Ensuring devices are turned off at night
- Paperless office project, digital filing
- Moved to an office with LED lighting

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

- Shared office recycling scheme
- Promoting shared office use of energy efficient heating and double glazing

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 (or equivalent management body).

Signed on behalf of the Supplier:

Jan Harrison

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Date: 23rd December 2024

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>