





# Carbon Reduction Plan

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## 1. Company Commitment to achieving Net Zero

Installation Technology is committed to achieving Net Zero emissions by 2035, Fifteen years ahead of the government target of 2050.

At Installation Technology, we take sustainability extremely seriously and we are 100% committed towards minimising the impact which our business practices have on the wider environment.

The telecommunications sector has a significant environmental footprint and, as such, we understand that we can – and must – do more to tackle the global challenge of climate change.

Installation Technology are at present continuing the implementation plan which will allow us to bring this target further forward.

We share our knowledge of carbon accounting, reporting and management across our business to deliver best practices for everyone.

We are investing in technological innovations and working with our supply chains to reduce our carbon emissions and promote long term sustainability.

We advise, support, and guide our clients, stakeholders, partners, and our workforce to reduce their carbon footprint.

Our comprehensive carbon reduction methods are embedded within our 'Sustainability Procurement Strategy'.

We have started to tackle carbon reduction within our vehicle fleet by introducing fully electric vehicles however, we also want to ensure we do more and therefore, we have endeavored to put the principles of sustainability into practice through our Carbon Reduction Policy.

## 2. 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.

### **Additional details relating to the Baseline Emissions calculations:**

Installation Technology began collecting emissions data in accordance with the Streamlined Energy and Carbon Reporting (SECR) requirement for our financial year ending July 2019. In accordance with these requirements, we have Scope 1 and 2 emissions for three reporting years (only two years is required) and have used the first of these years as our baseline. Full Scope 3 data has been collected/ reported for the last two years, vehicle emissions have been included in Scope 3 calculations as well as scope 1. Data has been gathered from the hire car companies that Installation Technology uses, plus personal car usage for business purposes was obtained from our expenses system. This represents a partial report against Scope 3 category 6 Business travel.

We will base calculations on actual data as far as possible rather than average data methods to ensure we have a more accurate calculation. For example, we are looking at ways to better understand commuting methods and distances from employees, which we believe will give a more robust emissions total for category 7 "employee commuting".

We have used the SECR data for the year ending Sept 2021 as a baseline for Scope 1 and 2 but as our operations were slightly affected by the Covid-19, we intend to recalculate our baseline emissions to reflect a full year of our usual operations for 2021-2022, including the required Scope 3 categories of emissions.

**Baseline year emissions: Aug 2020 – Sept 2021**

EMISSIONS	TOTAL (tCO <sub>2</sub> e)
Scope 1	<b>4.90</b>
Scope 2	Purchased electricity: 3.19 <b>Scope 2 Total: 3.19</b>
Scope 3 (Included Sources)	Waste generation: 4.6 Business travel: 4.90 Employee commuting: 0.03 Downstream transportation: 0.1 <b>Scope 3 Total*:9.63</b>
<b>Total Emissions</b>	<b>12.82</b>

### 3. Previous emissions reporting

Reporting year: Aug 2021 to Sept 2022

EMISSIONS	TOTAL (tCO <sub>2</sub> e)
Scope 1	<b>5.42</b>
Scope 2	Purchased electricity: 6.92 <b>Scope 2 Total: 6.92</b>
Scope 3 (Included Sources)	Waste generation:9.8 Business travel: 5.42 Employee commuting: 0.2 Downstream transportation: 0.2 <b>Scope 3 Total*: 15.62</b>
<b>Total Emissions</b>	<b>22.54</b>

## 4. Current Emissions Reporting

Reporting year: Aug 2022 to Sept 2023

### Note:

We have been unable to calculate an accurate figure for our upstream transportation and distribution emissions figure due to a lack of data and information from our supply chain. Going forward for 2025 / 2026 we will be adopting the Spend Based Method of reporting our upstream transportation and distribution. Although this method has high levels of uncertainty it will give a figure better than zero.

EMISSIONS	TOTAL (tCO <sub>2</sub> e)
Scope 1	5.86
Scope 2	Purchased electricity: 7.78 Scope 2 Total: 7.78
Scope 3 (Included Sources)	Waste generation: 8.6 Business travel: 5.74 Employee commuting: 0.4 Downstream transportation: 0.3 Upstream transportation & distribution: 0.0 Scope 3 Total*: 15.04
Total Emissions	22.82

\* Categories 5 (waste generated in operations), 6 (business travel), 7 (employee commuting) and 9 (downstream transportation and distribution) 4 (Upstream transportation & distribution) have been included in our scope 3 calculations.

## 5. Emissions reduction targets

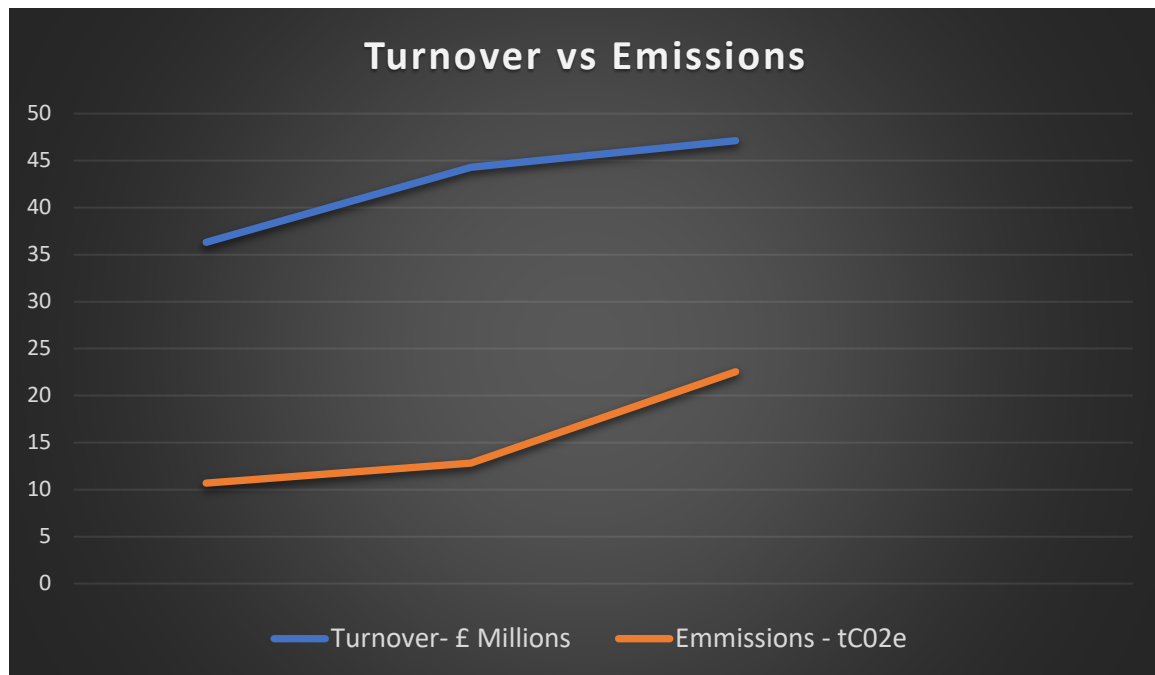
To continue our progress to achieving Net Zero, we have adopted the following carbon reduction targets.

We will reduce our carbon emissions from Scope 1 and 2 emissions to achieve NetZero by 2035 and will put in place interim targets to ensure sufficient progress is made.

Whilst we are working towards a net zero target, we have seen a very slight increase in our reported carbon emissions of 22.82 tCO<sub>2</sub>e (a 1.07% increase) from our base year to the current year.

This, however, is not a true representation of the impact of our carbon reduction projects and is a direct result of the effects of the pandemic had on our business, the increase in the company's fleet of vehicles, also having been able to capture more data for emission sources, as well as highlighting gaps in our reporting that had not previously been identified.

We will be adopting the Spend Based Method of reporting for our upstream transportation and distribution for 2025 / 2026 and future plan updates. The accuracy of this will depend on the data we receive from our supply chain.



We envisage a true representation will be reflected in our 2024 -2025 reporting of our emissions data.

Once we confirm the gaps are filled, we intend to bring forward our target date for achieving NetZero from 2035 (potentially). We will put interim emissions reduction targets in place to ensure that we are on track to achieve our agreed target date.

## 6. Carbon Reduction Projects

The following environmental management measures and projects have been completed or implemented since the 2021 baseline.

### Completed Carbon Reduction Initiatives

The following environmental management measures and projects have been completed or implemented since the start of our baseline year, including:

- Appointed a Head of Environmental Sustainability to lead this area and all levels of the business have / are completing Environmental Sustainability courses.
- We have started to tackle carbon reduction within our vehicle fleet by introducing fully electric vehicles however, we also want to ensure we do more and therefore, we have endeavored to put the principles of sustainability into practice through our Carbon Reduction Policy.
- Communicated our Environmental Policy which outlines our commitment to minimising the negative environmental impact of our activities and highlighting the positive impacts we are having in regards activities and business.
- Our commitments are also shown through our wider Social & Corporate Responsibility policy (and the statement can be found on our website).



- We started our internal Net Zero project. This included gathering data to inform our baseline scope 1, 2 and 3 carbon emissions and production of a more detailed report and have also focused on scope 3 emissions produced through Installation Technology's supply chain.
- Instigated a hybrid approach to working for 70% of our staff, which supports flexi/ homeworking and brings a reduction in the amount of carbon generated through employee commuting.
- Amalgamated some of our office locations with our partners / clients and sought a reduction in footprint to reduce the size of our overall estate.
- Facilitated the recycling and re-use of 60% items of network hardware, and 90% of cabling since January 2019.
- Installed PIR lighting and energy efficient lighting (as of August 2023) at some facilities that Installation Technology rents, which has a projected saving of 45% or 12,450kWh used per facility, reducing our carbon emissions by 2.06 tCO<sub>2</sub>e by September 2024.
- Moved from a paper-based site use to electronic based site use.
- Initiated "Life cycle" used around disposable suits and moved to re-usable suits.
- Promoted the use of green energy suppliers to buildings in which we are a tenant.
- Insisted that environmental considerations as a priority for refurbished offices include reusing and recycling furniture.
- Collaborated with GPower to gather data through the building management system to address priority areas of power consumption, this is done through our groundbreaking intelligent monitoring system.
- Provided guidance for our members via MENTOR ([Mentor - Employment law, HR, and health & safety support for your business \(natwestmentor.co.uk\)](https://natwestmentor.co.uk)) on understanding the impact of digital carbon footprint and support them in improving their environmental sustainability and plans towards net zero.

## 7. Planned Carbon Reduction Initiatives

The next 12 months we plan to build on our existing knowledge and understanding by implementing the following projects:

- Complete a gap analysis for scope 1, 2 and 3 reportable carbon emissions, and update the process methodology for capturing any missing data sources and recalculate baseline emissions for 2024/25.
- Create a road map for achieving net zero, to include:
  - achievable GHG reduction targets that support projects in achieving their targets.
  - measure and report progress.
  - identify cost-effective emission reduction opportunities.
  - ensure commitment to change is in place across the business, to help reduce emissions.
  - identification and management of climate-related risks to our business



- Set organisation-wide carbon emissions reduction targets supported by interim targets.
- Set product level carbon emissions reduction targets.
- Create a decarbonisation plan for activities to deliver targets, including applying additional lessons from Environmental periodic reports, that we should consider and apply to Installation Technology itself.
- Best endeavor / evaluation of initiative regarding “tree Planting” / giving back to the environment.
- Provide support for the sector in understanding the carbon impact of relevant services.
- Continue Environmental / Sustainability/ Carbon training to key staff from all levels of the business including safety reps / engineers / Office staff etc.)
- Maintain membership of IEMA and other sustainability / carbon reduction initiatives, which help detail how carbon offsetting can be used.
- Continuing internal communications about the importance of the Net Zero project and engaging ways to encourage colleagues to commit to making changes.
- Continue to evolve research on projects which will help support members in the delivery of net zero emissions.
- Continue with our external communications plan, which includes content that highlights how Installation Technology’s products and services support the delivery of our net zero ambitions.
- In the longer term we will be exploring our “intelligent monitoring system, with the hope that it will be endorsed and used in the wider project area of Transport for London (TfL), which will help TfL, and Installation Technology meet the mayor for London’s Transport strategy.

## 8. Objectives & Benefits

Objectives	Benefits
Education	With the education / instruction training / and experience, helps ensure that project initiatives are running at carbon neutral / or even carbon negative,
Costs	Reduction in long term costs
Monitoring/ Measuring	We can see an actual “real” time benefit & reduction within the measuring / monitoring data stats that can be measured vs previous years and for planning future targets
Membership of relevant institutions	This gives us up to date legislative & regulative information that can help benefit the industry and us as an organisation. Also, this will show how we are performing along with other similar companies within our sector and help highlight any additional gains or potential unwanted impacts.
Communications with suppliers	All parties looking to achieve the same outcome of sustainability to ensure long term growth within this plan.
Technology	Technology increases the accuracy of real time information & data

### Circular economy:

An economy that produces no waste / pollution by design or intent and maintains products/ parts/ materials at their highest value in all instances.

As a company we have embraced this approach, by re-using, recycling most of our waste and undertaking initiatives, such as prohibiting the use of disposable suits and mandating by way of policy the use of reusable protective equipment including suits.





### Overview:

Overall, as a business, we are accredited to, and we will be looking to associate with the principles of the ISO14001 Environmental Management Systems standard and will review operations against the standard to identify any compliance gaps. We will continue to work with procurement to understand how to better embed environmental sustainability in procurement processes and contract terms and conditions; and ensure that our own suppliers are able to demonstrate their commitment to achieving net zero by 2050.

### Reference material

- PAS 2050:2011 [www.bsigroup.com/pas2050](http://www.bsigroup.com/pas2050)
- Defra small business guide  
[http://www.defra.gov.uk/publications/files/pb1\\_3310-ghg-small-business-guide.pdf](http://www.defra.gov.uk/publications/files/pb1_3310-ghg-small-business-guide.pdf)
- UK's carbon footprint  
<https://www.gov.uk/government/statistics/uks-carbon-footprint>
- Scope 1 and Scope 2 emissions have been reported in accordance with SECR requirements. [Streamlined Energy and Carbon Reporting \(SECR\) for academy trusts - GOV.UK \(www.gov.uk\)](https://www.gov.uk/government/publications/streamlined-energy-and-carbon-reporting-secr-for-academy-trusts), and the required subset of Scope 3 emissions have been reported (where available) in accordance with the published reporting standard for Carbon reduction plans and the Corporate Value Chain (Scope 3) Standard.

## 9. Declaration and Sign Off

This Carbon Reduction Plan has been completed in accordance with Procurement Policy Note 06/21: "Taking account of [Carbon Reduction Plans in the procurement of major government contracts](#)" 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 "Government conversion factors for company reporting of greenhouse gas emissions reporting."

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:

Anthony Rouse-  
Chief Administrative Officer  
Installation Technology Ltd

Date: 12<sup>th</sup> March 2025.