



Carbon reduction plan Guidance

Notes for Completion

Where an In-Scope Organisation has determined that the measure applies to the procurement, suppliers wishing to bid for that contract are required at the selection stage to submit a Carbon Reduction Plan which details their organisational carbon footprint and confirms their commitment to achieving Net Zero by 2050.

Carbon Reduction Plans are to be completed by the bidding supplier¹ and must meet the reporting requirements set out in supporting guidance, and include the supplier's current carbon footprint and its commitment to reducing emissions to achieve Net Zero emissions by 2050.

The CRP should be specific to the bidding entity, or, provided certain criteria are met, may cover the bidding entity and its parent organisation. In order to ensure the CRP remains relevant, a Carbon Reduction Plan covering the bidding entity and its parent organisation is only permissible where the detailed requirements of the CRP are met in full, as set out in the Technical Standard² and Guidance, and all of the following criteria are met:

- the bidding entity is wholly owned by the parent
- the commitment to achieving net zero by 2050 for UK operations is set out in the CRP for the parent and is supported and adopted by the bidding entity, demonstrated by the inclusion in the CRP of a statement that this will apply to the bidding entity
- the environmental measures set out are stated to be able to be applied by the bidding entity when performing the relevant contract
- the CRP is published on the bidding entity's website

Bidding entities must take steps to ensure they have their own CRP as soon as reasonably practicable and should note that the ability to rely on a parent organisation's Carbon Reduction Plan may only be a temporary measure to satisfy this particular condition of participation.

¹ Bidding supplier or 'bidding entity' means the organisation with whom the contracting authority will enter into a contract if it is successful.

² Technical Standard can be found at:

https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/991625/PPN_0621_Technical_standard_for_the_Completion_of_Carbon_Reduction_Plans__2_.pdf

The Carbon Reduction Plan should be updated regularly (at least annually) and published and clearly signposted on the supplier's UK website. It should be approved by a director (or equivalent senior leadership) within the supplier's organisation to demonstrate a clear commitment to emissions reduction at the highest level. Suppliers may wish to adopt the key objectives of the Carbon Reduction Plan within their strategic plans.

A template for the Carbon Reduction Plan is set out below. Please complete and publish your Carbon Reduction Plan in accordance with the reporting standard published alongside this PPN.

Carbon Reduction Plan Template

Supplier name: TES LTD.....

Publication date: 16/09/2026.....

Commitment to achieving Net Zero

TES LTD is committed to achieving Net Zero emissions by 20**50**.

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: 2025
Additional Details relating to the Baseline Emissions calculations.
<i>TES have begun the process for carbon reduction with Carbon Neutral Britain where our plan to offset our emissions include:</i> • Woodland Fund-UK Forest Creation • Woodland Fund-UK Rewilding Hay Meadow Restoration • Woodland Fund- UK Blue Carbon Sea Kelp Management TES are expecting our first baseline report by the end of June 2025, this report will be published on our website and will provide a copy upon request as part of the framework submission, or to any perspective buyers upon any tender request.
Baseline year emissions: 57.63 Tonnes of Carbon Dioxide Equivalent

EMISSIONS	TOTAL (tCO ₂ e)
Scope 1	23.59
Scope 2	5.18
Scope 3 (Included Sources)	28.86
Total Emissions	57.63

Current Emissions Reporting

Reporting Year: 2025 (01/01/25 – 31/12/25)	
EMISSIONS	TOTAL (tCO ₂ e)
Scope 1	20.65
Scope 2	4.26
Scope 3 (Included Sources)	34.59
Total Emissions	59.50 CO ₂ e

Emissions reduction targets

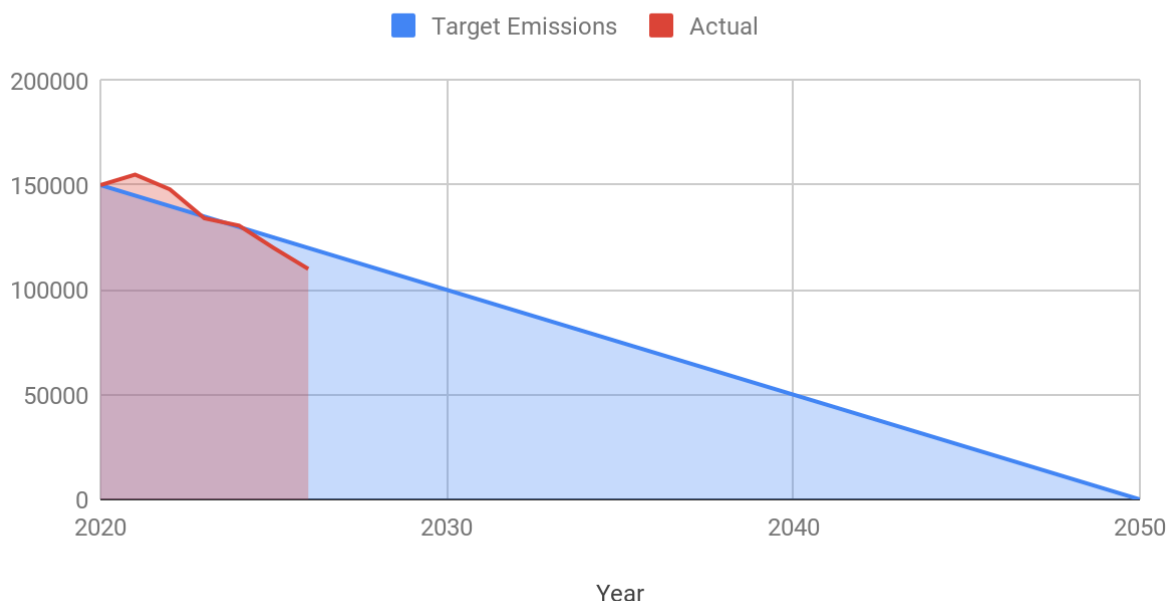
TES are currently waiting upon our Carbon Reduction report, this report will be key to enhance our current actions of our environmental policy, the priority will be to adopt the findings of this report and use them as the main indicator for the success of our policy.

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 **28.81** tCO₂e by 2030. This is a reduction of **8.33%**

Progress against these targets can be seen in the graph below:

Carbon Reduction: Projected vs. Actual



Carbon Reduction Projects

Completed Carbon Reduction Initiatives

The following environmental management measures and projects have been completed or implemented since the 20²⁴ baseline. The carbon emission reduction achieved by these schemes will be reported upon within our report for 2025/2026.

Whilst TES have implemented carbon reduction schemes since 2018, we don't have any baselines figures to quantify the result of our actions, below is a breakdown of the TES environmental policy which underpins our approach towards our carbon and environmental goals.

Environmental Policy

TES have a comprehensive Environmental Policy which is communicated to TES staff, channel partners, clients and suppliers

Policy Aims

- Establish a carbon reduction plan leading to TES becoming carbon neutral.
- Comply with all relevant regulatory requirements.
- Continually improve environmental performance.
- Incorporate environmental factors into business decisions.

- Reduce impacts of activities, products and services.
- Increase staff awareness and promote good environmental performance.

Policy Objectives

- To become carbon neutral as a business.
- Conserve energy and other natural resources.
- Improve efficiency of materials use.
- Reduce waste and increase reuse and recycling.
- Monitor and record regulatory consents and authorisations.
- Install methods to assess the environmental impact of activities, products and services.
- The adoption of Solar power and energy saving devices.
- Employ best techniques and procedures for measuring and controlling emissions, discharges and wastes.
- Provide all staff with relevant environmental training and relevant job-specific training.
- Work with suppliers, and contractors to improve their environmental performance.
- Reduce fossil fuel consumption and emissions through the selection and use of suitable motor vehicles in the fleet (e.g. Hybrid, Electric, etc.).

Actions already undertaken to meet our policy objectives

- TES have engaged Carbon Neutral Britain to audit our business and formulate our carbon reduction plan.
- Avoid physically having to travel to meetings, etc where alternatives are available and practical, such as using our teleconferencing service and efficient timing of meetings to avoid multiple business trips.
- Reduce the need for members of staff to travel by supporting alternative working arrangements, including home working, etc.
- Use of hybrid / electric pool vehicles on fleet for staff who travel regularly on company business.

- Actively encourage and promote the use of all electric enforcement vehicles.
- Minimise our use of paper and other office consumables, for example we do not routinely print physical paper copies of documents when it is not necessary to do so, and recycle paper to reduce waste.
- Reduce the energy consumption of business equipment by purchasing energy efficient products. And recycling redundant equipment in accordance with the W.E.E regulations.
- Investing in new renewable energy systems, the main office and production facility utilise solar energy panels, heating is provided by eco-friendly low emission wood pellet burning systems.
- The decarbonisation of heat through the introduction of low-carbon technologies such as electric heat pumps, and low carbon gas-based systems, in combination with reducing the companies demand through improved energy efficiency.
- TES work with the local community, environmental organisations and the local authority to ensure our business premises do not impact on the local environment and wildlife, we have planted thousands of wild flowers and hundreds of new trees within the grounds of our premises.
- Ensure that any sub -contractors, or suppliers that we employ take account of sustainability issues (through our Sustainability Policy).
- Ensure that any contractors, or suppliers that we employ have an environmental policy in place and have a proven track record of being proactive in meeting the initiatives set within their policies.

TES Sustainability Principles

- To comply with, and exceed where practicable, all applicable legislation, regulations and codes of practice that may be relevant to our business.
- Where possible integrate sustainability considerations into all our business decisions.
- To ensure that all staff are fully aware of our Sustainability Policy and are committed to implementing and improving it.
- To minimise the impact on sustainability of all office, workshop and transportation activities carried out on company business.

- To make clients, channel partners and suppliers aware of our Sustainability Policy, and to work with them to adopt or enhance their own sustainable management practices.
- To periodically review, and thus continually strive to improve our sustainability performance.

Future carbon reduction initiatives

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

TES have begun the process for carbon reduction with Carbon Neutral Britain where our plan to offset our emissions include:

- Woodland Fund-UK Forest Creation
- Woodland Fund-UK Rewilding Hay Meadow Restoration
- Woodland Fund- UK Blue Carbon Sea Kelp Management

Declaration and Sign Off

This Carbon Reduction Plan has been completed in accordance with PPN 006 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 standard³ and uses the appropriate Government emission conversion factors for greenhouse gas company reporting⁴.

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) Standard⁵.

This Carbon Reduction Plan has been reviewed and signed off by the board of directors (or equivalent management body).

³ <https://ghgprotocol.org/corporate-standard>

⁴ <https://www.gov.uk/government/collections/government-conversion-factors-for-company-reporting>

⁵ <https://ghgprotocol.org/standards/scope-3-standard>

Signed on behalf of the Supplier:

A handwritten signature in black ink, appearing to be 'M. H. 15' or similar, written in a cursive style.

Date: 16/09/2026