Efficio Limited

Carbon Reduction Plan (CRP)

Version No. CRP - v1.7

September 2022
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1 Commitment to Achieving Net Zero

Efficio Limited (Efficio) is committed to sustainability and will achieve Net Zero emissions by 2030. Efficio’s work is to identify, deliver and sustain opportunities in procurement for our clients. We understand that our work in service of our clients will also have an impact on the wider world and we take that responsibility seriously. We approach this responsibility by ensuring that what we do is sustainable, across our direct environmental impact, our communities, our clients and our people. As with any endeavour, we recognise that we are on a journey in this commitment, expanding our awareness and delivering improvements in an iterative way.

Efficio will aim to follow and promote good sustainability practices, reduce the environmental impacts of all activities, and help Efficio members, clients, and partners to do the same. The scope and our commitment are applicable to all Efficio entities globally.

All of our current carbon emissions are calculated and offset to ensure that our activities are not negatively impacting climate change.

Despite already achieving Net Zero emissions for the largest proportion of carbon created within the company, Efficio are also continuing to measure and monitor our anthropogenic greenhouse gas (GHG) emissions and seeking opportunities to remove or reduce the creation of these in our activities, by taking the following actions:

1. Measure 100% of the organisation’s GHG emissions
2. Remove or reduce GHG emissions as far as possible; and
3. Remaining emissions will continue to be offset through International Carbon Reduction and Offset Alliance (ICROA) approved projects

2 Baseline and Current Emissions Footprint

Baseline emissions are a record of the GHGs 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. These have and will continue to vary based on the scale and size of Efficio, so they are also displayed as an adjusted figure to be comparable with baseline.

The reporting year is the financial year 2021/22 and the baseline year is the financial year 2018/19.
2.1 Scope 1, 2 and 3 Emissions

<table>
<thead>
<tr>
<th>Activity</th>
<th>Baseline 2018/19 tCO2e</th>
<th>2020/21 Actual tCO2e</th>
<th>2020/21 Baselined tCO2e</th>
<th>2021/22 Actual tCO2e</th>
<th>2021/22 Baselined tCO2e</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Scope 1</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Direct emissions from owned or controlled</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>sources</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Combustion of fuel, &amp; leakages of refrigerant</td>
<td>21.0</td>
<td>19.3</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Scope 2</strong></td>
<td></td>
<td></td>
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</tr>
<tr>
<td>Indirect emissions from the generation of</td>
<td></td>
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<td></td>
</tr>
<tr>
<td>purchased electricity, steam, heating and</td>
<td></td>
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<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>cooling</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Generation of electricity consumed</td>
<td>56.9</td>
<td>49.5</td>
<td>56.4</td>
<td>43.7</td>
<td>40.2</td>
</tr>
<tr>
<td><strong>Scope 3</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Other indirect emissions</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>1. Purchased Goods &amp; Services</td>
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<tr>
<td>2. Capital Goods</td>
<td></td>
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<td></td>
<td></td>
</tr>
<tr>
<td>3. Fuel- and Energy-Related Activities</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>4. Not Included in Scope 1 or Scope 2</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>5. Upstream transportation and distribution</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>6. Waste generated in operations</td>
<td></td>
<td>0.2</td>
<td>0.2</td>
<td>0.2</td>
<td>0.2</td>
</tr>
<tr>
<td>7. Business travel</td>
<td>3,480.6</td>
<td>145.3</td>
<td>165.6</td>
<td>1,768.9</td>
<td>1,627.9</td>
</tr>
<tr>
<td>8. Employee commuting</td>
<td>191.4</td>
<td>38.3</td>
<td>43.7</td>
<td>132.6</td>
<td>122.0</td>
</tr>
<tr>
<td>9. Upstream Leased Assets</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td>10. Downstream transportation and distribution</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td>11. Processing of Sold Products</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td>12. Use of Sold Products</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td>13. End-of-Life Treatment of Sold Products</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td>14. Downstream Leased Assets</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td>15. Franchises</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td>16. Investments</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td><strong>Employee Baseline</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Number of employees (FTE’s)</td>
<td>358</td>
<td>314</td>
<td>358</td>
<td>389</td>
<td>358</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td>3,729.1</td>
<td>233.3</td>
<td>265.9</td>
<td>1,966.4</td>
<td>1,809.7</td>
</tr>
</tbody>
</table>

Efficio currently has some emission data relating to Scope 1 but none relating to Scope 3 Categories 2, 3, 4, 8, 9 10, 11, 12, 13, 14 or 15.

Efficio is currently working with suppliers to define Scope 3 Category 1 emissions.
3 Emissions Reduction Targets

Efficio is already achieving carbon neutral emissions for business travel activities reported in 2.1 and intend to ensure that everything connected to Efficio has net zero emissions by the end of 2030 and will implement a phased approach, through intermediate targets, to achieve the main objective.

<table>
<thead>
<tr>
<th>Year</th>
<th>Scope of Net Zero</th>
</tr>
</thead>
<tbody>
<tr>
<td>2023</td>
<td>All operations under direct control</td>
</tr>
<tr>
<td>2025</td>
<td>Certain indirect operations (i.e. waste, water, indirect fuel &amp; energy, employee commuting, and downstream leased assets) included</td>
</tr>
<tr>
<td>2030</td>
<td>Indirect operations related to the supply chain (purchased goods and services) included</td>
</tr>
</tbody>
</table>

To continue our progress to remove or reduce emissions from our business activities, Efficio has adopted the following carbon reduction targets, against a 2018/19 baseline:

- 15% reduction in GHG emissions (Scope 1+2) intensity per full-time employee by the end of 2023;
- 20% reduction in business travel emissions intensity per full-time employee by the end of 2025.

<table>
<thead>
<tr>
<th>Scope</th>
<th>Category</th>
<th>Description</th>
<th>2030/31</th>
<th>2025/26</th>
<th>2022/23</th>
<th>2020/21</th>
<th>2018/19</th>
<th>Target</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Combustion of fuel, and leakages of refrigerant</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>Net Zero 2023</td>
<td></td>
<td></td>
</tr>
<tr>
<td>2</td>
<td>Generation of electricity consumed (on a market basis)</td>
<td>0</td>
<td>0</td>
<td>48</td>
<td>57</td>
<td>50</td>
<td>Net Zero 2025</td>
<td></td>
</tr>
<tr>
<td>3</td>
<td>Purchased Goods &amp; Services</td>
<td>Supply chain</td>
<td>Reporting on this by 2023/24</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>4</td>
<td>Waste Generated in Operations</td>
<td>Treatment of waste including waste water</td>
<td>0</td>
<td>0</td>
<td>0.0</td>
<td>0.0</td>
<td>0.0</td>
<td>Net Zero 2025</td>
</tr>
<tr>
<td>5</td>
<td>Business Travel</td>
<td>Travel for business purposes, including hotel nights</td>
<td>0</td>
<td>0</td>
<td>3141</td>
<td>3307</td>
<td>3481</td>
<td>Net Zero 2025</td>
</tr>
<tr>
<td>6</td>
<td>Employee Commuting</td>
<td>Travel by employees to and from their places of work</td>
<td>0</td>
<td>0</td>
<td>86</td>
<td>172</td>
<td>191</td>
<td>Net Zero 2025</td>
</tr>
<tr>
<td>All</td>
<td></td>
<td></td>
<td>0</td>
<td>0</td>
<td>3275</td>
<td>3536</td>
<td>3722</td>
<td></td>
</tr>
</tbody>
</table>
3.1 Science-Based Targets

Efficio has bought into measuring carbon management by using Science-Based Targets (SBTs) which the latest climate science deems necessary to meet the goals of the Paris Agreement – limiting global warming to well-below 2°C above pre-industrial levels and pursuing efforts to limit warming to 1.5°C.

These targets provide a clearly defined pathway for Efficio to monitor reduction in greenhouse gas (GHG) emissions across the company, helping prevent the worst impacts of climate change and future-proof business growth.

Efficio are already partnering with the CO2Balance to balance carbon emissions, however science-based targets do not include carbon removal offsets and will therefore be continuing to be set alongside our continued Net Zero intentions.

The Science-Based Targets that have been set by Efficio apply to UK operations. The following SBTs are aligned to the 1.5-degree pathway and approved by the Science Based Targets Initiative (SBTi):

• 25% reduction in Scope 1 + 2 (market-based emissions) by end of 2025. This is our 5-year science-based target for all of our Scopes 1 and 2 emissions. Efficio expects to achieve this target through emissions reduction activities and procuring renewable energy and;

• 100% reduction in Scope 1 + 2 (market-based emissions) by end of 2030. This is our 10-year science-based target for all of our Scopes 1 and 2 emissions. Efficio expects to achieve this target through emissions reduction activities and procuring renewable energy and;

• To have all Scope 3 emissions recorded by 2023/24 and to ensure that Efficio suppliers, accounting for at least 75% of supply chain emissions, control their GHG emissions and have set GHG emissions reduction targets by 2025 increasing to 90% by 2030. This will be achieved by new sustainable procurement systems in line with implementation of ISO 20400:2017 sustainable procurement.

We project that our GHG emissions will decrease to zero by 2030, a reduction of 100% with carbon removal offsets.
4 Carbon Reduction Projects

4.1 Completed Carbon Reduction Initiatives

Efficio maintains and continually improves its quality and environmental management systems, which are externally certified to the ISO 9001:2015 and 14001:2015 standards and have been held since 2012. In 2022, Efficio will be implementing ISO 20400:2017 sustainable procurement to support carbon reduction initiatives.

Efficio has completed or implemented the following environmental management measures and projects since the 2018/19 baseline year. They have delivered reductions in its annual carbon emissions; however, the effects of Covid-19 are still being felt on business travel and enforced working from home emissions in this reporting year. The target is to continue to progress from the point the baseline was set and built back better as we enter a new normal working environment.

4.2 Business Travel

The largest environmental impact from Efficio comes from our business travel and although all emissions are offset through ICROA approved carbon reduction projects with CO2Balance, Efficio continue to seek opportunities to reduce the impact from this.

Efficio are looking to introduce carbon cost of travel reporting to show employees and consultants the carbon cost related to their travel behaviour. The intention is that this will remove journeys or encourage lower emission travel by choosing to teleconference rather than travel or if they do travel, to choose the mode with the lowest carbon emissions; for example, taking the train between London and Paris rather than a plane.

4.3 Renewable Electricity and Energy Efficiency

Where Efficio have direct control of contracts, by 2025 the procurement of electricity consumed will be from renewable sources, reducing Scope 2 emissions to zero on a market basis.

Efficio will reduce the energy consumption of office equipment by purchasing energy-efficient equipment and good housekeeping.

4.4 Waste Management

100% of waste, from collections managed directly by Efficio, is diverted away from landfill.

Efficio prioritises consideration of the waste hierarchy, promoting where possible reuse or recycling ahead of disposal. Efficio also promotes good behaviour principles, promoting minimising the use of paper and other office consumables; reducing paper consumption by electronic documentation, e.g., DocuSign and where required encouraging the use of double-sided printing to reduce paper usage. Efficio will look for ways of identifying other opportunities to reduce office waste.
4.5 Carbon Offset Initiatives

Efficio purchases carbon offsets for GHG emissions from its business travel that it can’t avoid. In this way, Efficio’s primary emissions (business air travel) have been certified carbon neutral since 2017. Offsetting the GHG emissions from these sources means that they have no net effect on the amount of GHGs in the atmosphere.

In the past, Efficio has offset its GHG emissions through CO2Balance and has also supported sustainability projects through partners such as Plastics Oceans and the World Resources Institute.

4.9 Future Initiatives

As part of the future ways of working strategy, Efficio is exploring opportunities to deliver a reduction in their UK and global carbon footprint. This will include internal opportunity identification and externally by working with direct and indirect supply chains.

Efficio will continue to extend carbon neutral certification, for all relevant sources of indirect emissions, so that 100% of all emissions are net zero by 2030.
## 5. Delivering Sustainability Improvement

Through all of our consulting activities Efficio are in a unique position to deliver both cost reduction and sustainability improvement in the supply chain. We believe that sustainability and achieving Net Zero are fundamental to the world around us and look to support our clients in understanding wise and strategic opportunities to achieve this.

Organisations increasingly face scrutiny to perform well in environmental and social practices, yet they are often ill equipped to respond.

In order to deliver well on sustainability, we help clients understand some key critical success factors:

- The procurement function must understand and align to its organisation’s sustainability strategy
- The procurement function should demonstrate that it can help to deliver on the sustainability strategy with realistic and measurable targets, and aligned incentives
- Ensuring that those delivering on the strategy are equipped with the right knowledge and tools to do is essential
- Capture the results and communicate them well!

Efficio helps organisations ensure that there are no gaps between sustainability vision and sustainability delivered through 3 key steps:

<table>
<thead>
<tr>
<th>Identify</th>
<th>Deliver</th>
<th>Sustain</th>
</tr>
</thead>
</table>

Efficio’s sustainable procurement approach focuses on eight core outcomes across environmental and social sustainability priorities when approaching a category

### Environmental Sustainability
- Using replenished natural resources
  - Sustainable, no-conflict natural resource supply
  - Ensuring chain of custody
- Renewable and sustainable energy, water, and land use
  - Renewable energy sources
  - Sustainable water use
  - Responsible land development
- Limiting or eliminating emissions and pollution
  - Reducing CO₂ footprint of logistics and production
  - Managing and reducing harmful air and water emissions
- Limiting or eliminating landfill waste
  - Utilising hierarchy of demand-side management
  - Establishing and encouraging circular economy
  - Limiting plastic use

### Social Sustainability
- Requiring fair and ethical labour practices
  - Eliminate child and forced labour
  - Mandate fair wages, working hours, and working conditions
- Ensuring Health, Safety, and Security
  - Safe, protected working environment
  - Hierarchy of controls
- Diversity and equality promotion
  - Balanced representation and equal opportunity, including but not limited to:
    - Ethnicities and nationalities
    - Gender and sexuality
- Ethical business practice and regulatory compliance
  - Compliance with anti-bribery policies, workers’ rights, environmental regulations

We combine sustainability factors in our pursuit of cost reduction, innovation, and value creation.

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Registered in England and Wales Registered number: 04010379  
Registered offices: 33 Regent Street London, SW1Y 4NE
6. 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 and uses the appropriate Government emission conversion factors for greenhouse gas company reporting.

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.

This Carbon Reduction Plan, for the Financial Year ending on 30th June 2022, has been reviewed and signed off by the board of directors.

Signed on behalf of Efficio:

Director’s Signature: …………………………………………………………………………

Director’s Name: ……………………………………………………………………………

Date: ……………………………………………………………………………………

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