HAYNE SOLUTIONS

2021 CARBON REDUCTION PLAN

This report details the HAYNE Solutions carbon reduction plan in accordance with PPN 06/21. This document sets the baseline year as 2021 and includes additional assumptions as a result of exceptional circumstances caused by national lockdowns

Supplier name: HAYNE Solutions Limited

Publication date: 18/01/2023

Commitment to achieving Net Zero

HAYNE Solutions Limited 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 before the introduction of any strategies to reduce emissions. Baseline emissions are the reference point against which emissions reduction can be measured.

Baseline Year: 2021
Additional Details relating to the Baseline Emissions calculations.
In the generation of Scope 1, 2 and 3 emission figures, the following assumptions were made due to the availability of information at the time of reporting and exceptional circumstances relating to the global pandemic. These assumptions will be developed as further information becomes available although the baseline emissions will remain fixed. The make and model of servers used by customers and suppliers in the estimation of Scope 3 emissions were estimated as this information is not available from HAYNE Solutions Limited's wider value stream at the time of reporting. This was based on a popular model of a server[1] (Dell R6401) and an assumed life of 4 years between replacements. During 2021, national lockdowns caused a significant reduction in business travel resulting in reduced scope 3 emissions. It is expected that this will increase into 2022 as clients request on-site meetings and training sessions again. To ensure a fair representation, the baseline year and forecast assume that business travel will be 50% of the historic actuals going forward due to the increased adoption of remote working. During the first quarter of 2021, the HAYNE office was unoccupied due to national lockdowns, this had a significant impact on electricity and gas usage during these months. The 2022 usage for these months has been utilised to provide a fair representation of the normal usage for the baseline year. As a result of recent changes in working habits and patterns, the baseline year already includes a shift to 2 days working from home and 3 days in the office. This caused a significant reduction in Scope 3 emissions associated with Employee Commuting. The estimated impact of employee commuting by moving back to 5 days in the office would be c28,700 kgCO2e [2].

Due to the exceptional nature of 2020 and 2021 caused by the impact of Covid, the baseline year has been built assuming employees are travelling to the office for work without the impact of national lockdowns. This is due to the material nature of employees commuting, excluding the emissions due to lockdowns would result in abnormally low emission levels for the baseline year. The impact of including these emissions on Scope 3 is 38,022 kgCO2e. This is based on an employee survey of commuting methods and distances conducted in 2022.

[1] Dell Emissions report for Power Edge R640 Server https://i.dell.com/sites/csdocuments/CorpComm_Docs/en/carbon-footprint-poweredge-r640.pdf

[2] Calculation assumes that all employees that currently commute to the office return 5 days a week. Employees that work from home full-time are excluded

Baseline year emissions:

EMISSIONS	**TOTAL (tCO_2e)**
Scope 1	1.37
Scope 2	1.65
Scope 3 **(Included Sources)**	91.78 Included Sources have been included using estimation where required: • Employee Commuting (Including WTT) • Estimated: Products in Use - Client Self Hosted software (Server production emissions and electricity usage) • Products in Use – Training materials printed paper including EOL • Business Travel including Hotels • Electricity and gas WTT and T&D • Estimated: Homeworking • Estimated: Purchased Laptops, mobile phones, Servers, Monitors • Estimated: Waste Generation (Landfill, recycling, water)
Total Emissions	94.79
Number of Employees	35
Emissions per Employee	2.71

Current Emissions Reporting

Reporting Year: 2021	
EMISSIONS	**TOTAL (tCO_2e)**
Scope 1	1.37
Scope 2	1.65
Scope 3 **(Included Sources)**	91.78 Included Sources have been included using estimation where required: • Employee Commuting (Including WTT) • Estimated: Products in Use – Client Self Hosted software (Server production emissions and electricity usage) • Products in Use – Training materials printed paper including EOL • Business Travel including Hotels • Electricity and gas WTT and T&D • Estimated: Homeworking • Estimated: Purchased Laptops, mobile phones, Servers, Monitors • Estimated: Waste Generation (Landfill, recycling, water)
Total Emissions	94.79
Number of Employees	35
Emissions per Employee	2.71

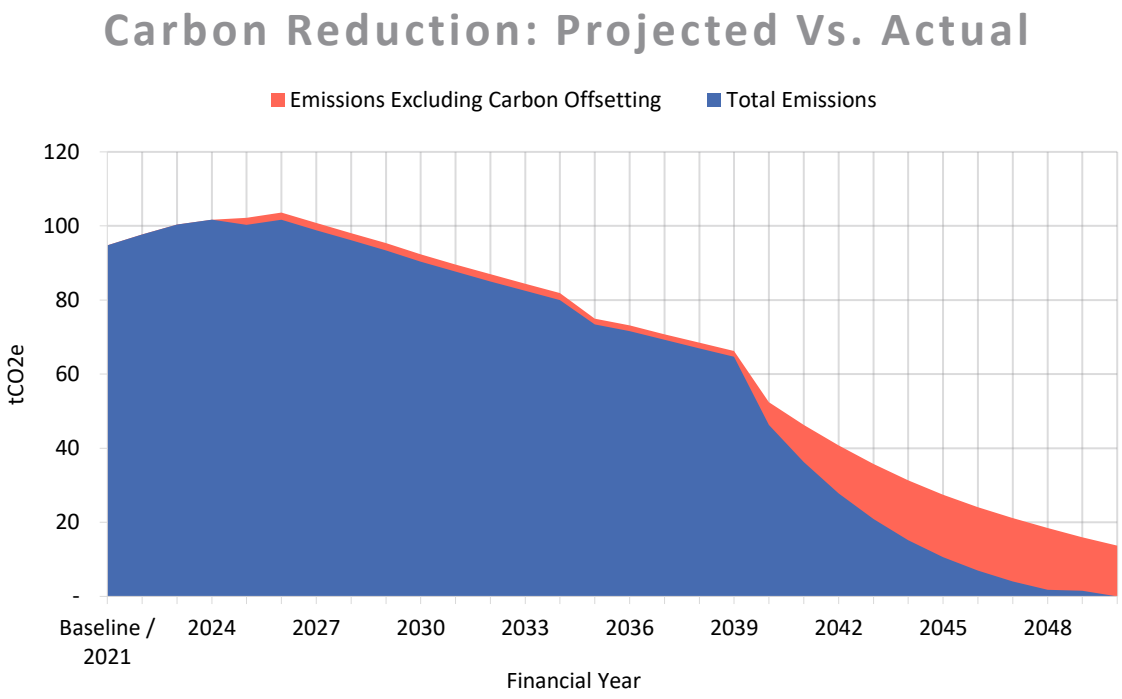
Emissions reduction targets

To continue progress toward achieving Net Zero, the following carbon reduction targets have been adopted:

HAYNE's carbon emissions will increase over the next five years to 101.69 tCO2e by 2026. This is an increase of 7% against the baseline and is driven by the growth of the company. It is estimated the emissions intensity will decrease from 2.71 tCO2e per employee to 2.28 tCO2e per employee within the next five years based on 45 employees by 2026.

It is further projected that HAYNE's carbon emissions will decrease by 7.5% against baseline by 2031. This is a reduction of 7.13 tCO2e; this equates to a carbon intensity of 1.73 tCO2e based on an estimated 51 employees.

Progress against these targets will be tracked in the graph below:



Carbon Reduction Projects

Completed Carbon Reduction Initiatives

Before setting the 2021 baseline and following the impacts of Covid, a new standard of 3 days office and 2 days working from home for all office staff was introduced. This saved a significant quantity of Scope 3 emissions relating to employee commuting. The estimated impact of transitioning from 5 days office based was 28.7 tCO2e per year.

The following environmental management measures and projects have been completed or implemented since the 2021 baseline. The carbon emission reduction achieved by these schemes equates to 1.6 tCO2e, a 1.7% reduction against the 2021 baseline and the measures will be in effect when performing the contract.

HAYNE transitioned to a carbon-neutral electricity provider for the office space during 2022, this will reduce the scope 2 emissions by approximately 0.8 tCO2e (0.8% Vs. Baseline).

In the future, additional measures which are being considered for implementation are:

- exploring a transition to a carbon offset gas supplier by 2025 to further reduce Scope 1 stationary emissions by an estimated 1-2% vs the total baseline

- continue to offer carbon-neutral cloud solutions to customers with the ambition of transitioning existing and future clients to these solutions at a rate of one per year. Based on an average general-purpose rack server, this would save approximately 800 kgCO2e per year per customer. As emissions and ESG become more widespread, the uptake of low or net-nil carbon solutions is expected to increase significantly

- Offering employees access to a salary sacrifice electric car scheme to accelerate the transition to low-emissions vehicles. This aims to target the largest scope 3 emission source relating to employee commuting. The forecast assumes that there will be an approximate 50% reduction in employee commuting emissions by 2035 compared to the baseline with reasonable take up and employees transitioning generally to lower emissions transport outside the scheme

- Whilst only a minimal emission source at HAYNE, transitioning training materials to electronic copies would minimise paper usage and distribution emissions associated with postage

Declaration and Sign Off

This Carbon Reduction Plan has been completed in accordance with PPN 06/21 and associated guidance and reporting standards for Carbon Reduction Plans.

Emissions have been reported and recorded following the published reporting standard for Carbon Reduction Plans and the GHG Reporting Protocol corporate standard[1] and use the appropriate Government emission conversion factors for greenhouse gas company reporting[2].

Scope 1 and Scope 2 emissions have been reported following guidance from the GHG protocol, and the required subset of Scope 3 emissions have been reported following the published reporting standard for Carbon Reduction Plans and the Corporate Value Chain (Scope 3) Standard[3].

HAYNE Solutions Limited does not currently meet the large organisation requirements for SECR reporting.

This Carbon Reduction Plan has been reviewed and signed off by the HAYNE Senior Management Team.

Signed on behalf of the Supplier:

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Nick Kenderdine

CEO

Date: ……Jan 25, 2023……

[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


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