Cabinet Office

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, as a condition of participation, to submit a CRP which details their organisational carbon footprint and confirms their commitment to achieving net zero by 2050.

CRPs are to be completed by the bidding supplier 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. [11]

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 CRP 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 Standard [12] 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 CRP may only be a temporary measure to satisfy this particular condition of participation.

The CRP 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 objectives of the CRP within their strategic plans.

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

Carbon Reduction Plan

Supplier name	**IED Group Ltd**
Publication date	**15/10/2026**

Commitment to achieving net zero

IED Group Ltd 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: April 2025 – March 2026

Additional details relating to the baseline emissions calculations:

Scope 1: This was calculated by collating all fuel receipt for the Baseline year period, summarising the amount of unleaded/diesel expended and therefore calculating our total tCO2e for the period. Summary of all vehicle & amounts used:

Registration	Diesel (L)	Petrol / Unleaded (L)	Oil (L)	Transactions
YD22WHP	1,001.03	0.00	0.00	15
AV69UML	775.57	0.00	1.00	15
MM18CWO	750.30	0.00	0.00	17
MK67LWM	590.76	0.00	0.00	13
PK19YWC	585.56	0.00	0.00	11
OV70KWE	346.18	0.00	0.00	6
31ED (truncated in PDF)	212.35	0.00	0.00	3
PO17KVU	86.42	0.00	0.00	2
DS74CHF	0.00	**823.45**	0.00	19
TOTAL	**4,348.17**	**823.45**	**1.00**	**101**

Fuel	Quantity (litres)	Emission factor (kg CO_2e / litre)	Emissions (kg CO_2e)	Emissions (tCO_2e)
Diesel	4,348.17	2.5708	11,177.5	**11.18**
Petrol (Unleaded)	823.45	2.0692	1,703.9	**1.70**
Oil	1.00	— (not vehicle combustion)	negligible	—
Total Scope 1	—	—	**12,881.4**	**12.88**

Scope 2: This was calculated by collating all Energy Bills for IED's sole office as below. Using this information along with the DEFRA factor, we calculated the amount of tCO2e.

Period	Electricity (kWh)
Apr 2025	1,324.9
May 2025	1,288.4
Jun 2025	1,214.2
Jul 2025	1,276.6
Aug 2025	1,179.8
Sep 2025	1,231.4
Oct 2025	1,545.2
Nov 2025	1,802.9
Dec 2025	1,612.2
Jan 2026	1,901.8
Feb 2026	1,658.0
Total (Apr 2025 – Feb 2026)	**16,035.4 kWh**

DEFRA 2025 factor: 0.177 kg CO_2e / kWh

Emissions = 16,035.4 × 0.177
= 2,838.3 kg CO_2e
= 2.84 tCO_2e

Scope 3: To calculate this we collated all spend data, material and subcontract, waste invoice, recycling receipts and all employee daily travel to work data.

Scope 3 Category	Description	Emissions (tCO_2e)
Category 1 – Purchased goods & services	Materials	222.1
	Subcontract services	237.2
	Category 1 subtotal	**459.3**
Category 3 – Fuel- & energy-related activities	Well-to-Tank (diesel, petrol & electricity)	**3.94**
Category 5 – Waste generated in operations	Mixed general waste	34.1
Category 7 – Employee commuting	Staff travel to/from office	1.38
Total Scope 3		**498.7**

Baseline year emissions:	
Emissions	Total (tCO2e)
Scope 1	12.88
Scope 2	2.84
Scope 3 (included sources)	498.70
Total emissions 514.42	

Current emissions reporting

Reporting year: April 2026 – March 2027
(Currently calculated to October 2026 using the same methods as above)

Emissions	TOTAL (tCO2e)
Scope 1	7.20
Scope 2	1.75
Scope 3 (included sources)	278.3
Total emissions	287.20

Emissions reduction targets

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

- Improve driver behaviour and route planning to reduce fleet fuel consumption, tracked via telematic boxes in company vehicles
- Implement basic office energy efficiency measures (e.g. LED lighting, better controls)
- Reduce material waste on site and prefer lower-carbon material options where practical
- Prefer local or lower-impact subcontractors where feasible
- Increase on-site waste segregation and recycling to reduce general waste sent to landfill
- Encourage staff carsharing or more flexible working patterns to reduce commuting emissions
- Overall target: achieve an 5% reduction in total emissions for the April–March 2026 period compared with 2025.

We project that carbon emissions will decrease over the next five years to 378.14 tCO2e by 2030. This is a reduction of 5% per annum.

Carbon reduction projects

Completed Carbon Reduction Initiatives

The above, and the following environmental management measures and projects have been completed or implemented since the 2025 baseline. The carbon emission reduction achieved by these schemes equate to 12.87 tCO2e, a 4.7% reduction against the 2025 pro rata baseline to October and the measures will be in effect when performing the contract.

- Reduce the number of material deliveries to site by consolidating orders (target: 10% fewer deliveries)
- Increase the percentage of waste segregated for recycling on site (target: raise recycling rate by 15%)
- Reduce average skip collections per project through better waste planning (target: 1 fewer skip per typical job)
- Cut fleet mileage through improved job scheduling and route planning (target: 5% reduction in total miles)
- Increase the proportion of local suppliers/subcontractors used (target: 20% of spend with suppliers within 30 miles)

We have chosen the above, as they are all both achievable & measurable targets that can be monitored.

Future carbon reduction initiatives

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

- Develop a simple supplier sustainability questionnaire for new subcontractors
- Explore electric or hybrid options when replacing company vehicles

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 standard [13] and uses the appropri ate government emission conversion factors for greenhouse gas company reporting. [14]

Scope 1 and Scope 2 emissions have been reported in accordance with SECR requirements (where required), 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. [15]

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:

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Date: 15.10.2026