

Global *health*  *safety*

CARBON REDUCTION PLAN

Produced with Carbonology[®] Ltd. in line with Procurement Policy Note 06/21: Taking account of Carbon Reduction Plans in the procurement of major government contracts.

Reporting period: 1st January 2023 - 31st December 2023

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Document Control

Version	Date	Details of Changes	Person(s) Making Changes
Draft	06/03/24	<ul style="list-style-type: none">• Document drafted from internal templates• Significance policy added	Joe Leggett
1.0	13/03/24	<ul style="list-style-type: none">• Emissions results added• Carbon reduction initiative added	Joe Leggett
2.0	19/03/24	<ul style="list-style-type: none">• Final emission results added	Joe Leggett
3.0	21/03/24	<ul style="list-style-type: none">• Formatting adjustments made• Net Zero pathway created• Emission reduction targets added	Joe Leggett
4.0	04/04/24	<ul style="list-style-type: none">• Amendments made based on internal peer review	Joe Leggett

Supplier name: Global Health & Safety Ltd.

Publication date: 05/04/2024

Global Health & Safety

Version: 4.0

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EXECUTIVE SUMMARY

This Carbon Reduction Plan outlines Global Health & Safety's commitment to managing greenhouse gas (GHG) emissions and achieving Net Zero by 2050. This has been done in response to Procurement Policy Note (PPN) 06/21 to ensure that Global Health & Safety are eligible to bid for Government contracts.

Global Health & Safety is committed to supporting Government Net Zero targets by 2050 and are taking all reasonable steps to achieve this before 2050. Global Health & Safety is committed to implementing this Carbon Reduction Plan and providing a wide range of carbon reduction initiatives in the delivery of contracts.

Emissions have been quantified following PPN 06/21 Technical Standard and ISO 14064-1:2019. This Carbon Reduction Plan reports on emissions between 1st January 2023 – 31st December 2023. Below is a summary of emissions (tCO₂e) from 2022 and 2023 and the percentage change. 2023 has been established as a new base year as emissions were quantified in alignment with ISO 14064-1 for the first time, resulting in an improved and updated GHG quantification process. Updating the baseline to 2023 ensures consistency and meaningful comparability of GHG emissions data in future reporting periods.

Scope	2022	2023	% Change
1	3.15	5.69	+80.63
2	31.69	34.89	+10.10
3	256.63	54.91	-78.60
Total	291.47	95.49	-67.24

A GHG Inventory has been created as part of this project. This will be used to continually monitor GHG emissions across Scope 1, 2 and 3 sources.

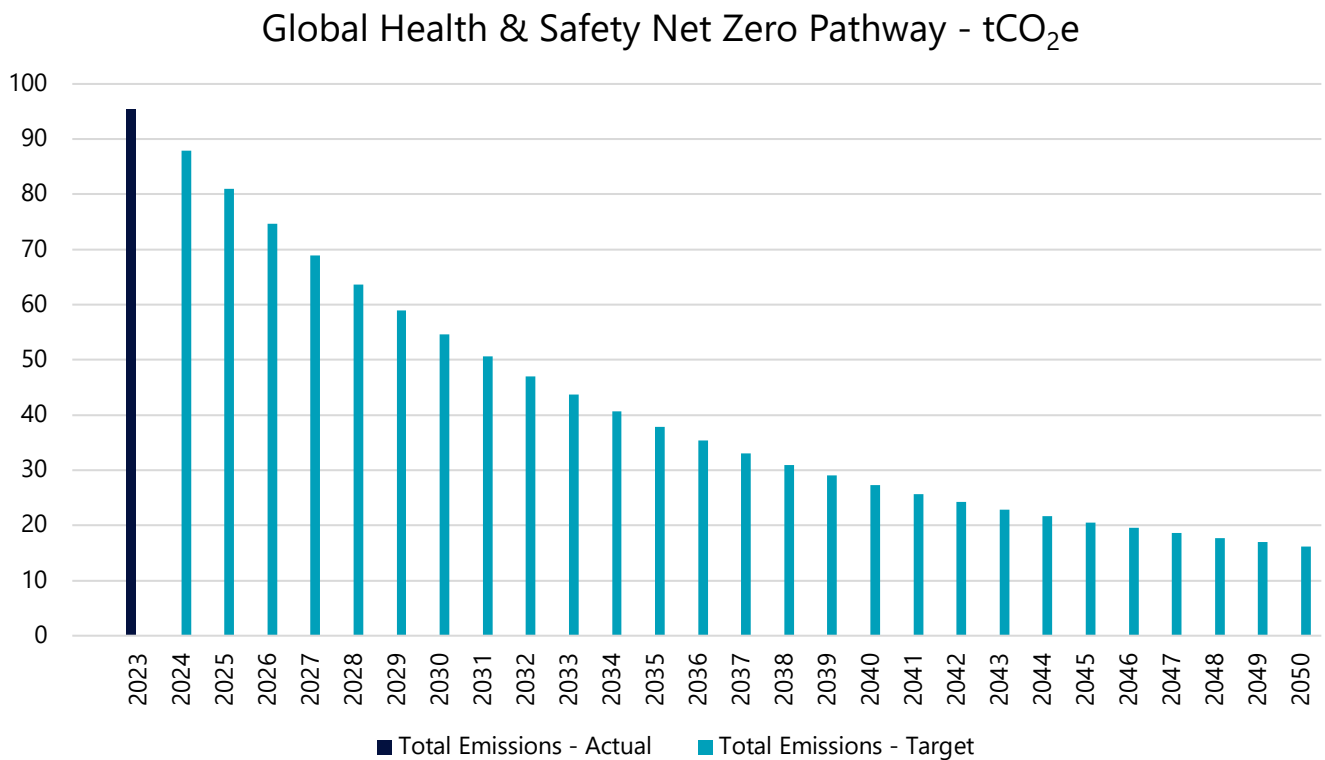
We have developed a range of initiatives with the aim of helping us reduce our GHG emissions. For example, we promote car sharing amongst our workforce and utilise virtual meetings to reduce business travel. We have also taken practical measures to reduce energy consumption by installing motion sensor LED lightbulbs inside our facilities. We have also installed EV charging points at one of our sites and all company cars are EVs.

We are ISO 14001:2015 certified, enabling us to continually improve our environmental performance and ensure operations are aligned with the required environmental legislation. With manufacturing being central to our operations, we have taken action to reduce the carbon emissions associated with transportation by sourcing the majority of raw materials from within Europe.

We have set a series of targets to reduce our emissions and achieve Net Zero before 2050.

Based on these targets, we project that carbon emissions will decrease over the next five years to 63.52 tCO₂e by 2028. This is a reduction of 33.49% from the 2023 base year.

Below is a summary of our forecasted carbon reduction pathway against the 2023 base year.



INTRODUCTION

This Carbon Reduction Plan has been prepared in line with Procurement Policy Note (PPN) 06/21 guidance to support the UK Government’s commitment to a 100% reduction of greenhouse gas (GHG) emissions (compared to 1990 levels) in the UK by 2050. This is also referred to as the ‘Net Zero’ target.

In line with PPN 06/21 guidance, Global Health & Safety has taken steps to understand its environmental impact and carbon footprint relevant to the delivery of contracts as specified in the Public Contracts Regulations 2015.

Global Health & Safety is committed to the following initiatives:

- Making an organisational commitment to reducing emissions over time to achieve Net Zero before 2050
- Annually quantifying and declaring emissions of GHGs defined within the Kyoto protocol; carbon dioxide (CO₂), methane (CH₄), nitrous oxide (N₂O), hydrofluorocarbons (HFC), perfluorocarbons (PFC), sulphur hexafluoride (SF₆) and nitrogen trifluoride (NF₃), where relevant
- Developing a Carbon Reduction Plan in line with PPN 06/21 Technical Standard for Completion of Carbon Reduction Plans outlining environmental management measures that will be applied in the performance of relevant contracts and wider business operations
- The Carbon Reduction Plan will be supported and signed off by top management (or equivalent) within the organisation

Carbon reduction initiatives detailed in this report will be in effect during the delivery of relevant contracts unless stated otherwise. This document will be continually updated to reflect the progress of carbon reduction initiatives.

This Carbon Reduction Plan has been prepared in collaboration with leading sustainability experts [Carbonology® Ltd](#) and is based on the [UK Government Template](#). Carbonology® Ltd will be working with Global Health & Safety moving forward to support carbon reduction targets and monitoring on environmental performance.

This is Global Health & Safety's second Carbon Reduction Plan, building on their commitment to annually review and re-quantify emissions every 12 months to meet Government requirements of the reporting period of a Carbon Reduction Plan being less than 12 months from the date of commencement of the procurement of a contract. If the reporting period is more than 12 months from the date of commencement of the procurement, Global Health & Safety will provide a justifiable reason as to why this has occurred.

Full details of how this Carbon Reduction Plan meets the requirements is specified within the [Guidance on adopting and applying the PPN 06/21 – Selection Criteria](#) can be found in the Annex.

BACKGROUND TO GLOBAL HEALTH & SAFETY

We are a UK-based healthcare product manufacturer. As a trusted supplier, we have successfully secured contracts with the NHS, Scotland Excel and Kent Council. Our product line includes essential PPE, such as face masks, elastic bandages and a range of other medical supplies. We are committed to delivering sustainable and clinically assured UK and EU certified products at the best value.

Our products are manufactured at our two facilities in Milton Keynes and Harlow. During the reporting period our headcount was 16.

COMMITMENT TO ACHIEVING NET ZERO

Global Health & Safety is committed to achieving Net Zero emissions for UK operations by 2050 at the latest and is implementing measures to achieve this goal as early as practically possible. This will be achieved via our Carbon Reduction Plan to reduce emissions relative to the baseline period (1st January 2023 – 31st December 2023).

Environmental management measures outlined in our Carbon Reduction Plan will be in effect and utilised during the delivery of relevant public sector contracts to help the UK meet its overall Net Zero targets.

Emissions have been quantified following ISO 14064-1:2019 and compiled in a GHG Inventory, with sources sub-divided into Scope 1, 2 and 3 as defined in the GHG Protocol. UK emission conversion factors from DEFRA have been used to calculate and convert activity data to tCO₂e and other relevant GHGs.

BOUNDARIES

Organisational and reporting boundaries have been defined in alignment with ISO 14064-1:2019. We will disclose any significant changes to boundaries as part of our commitment to transparently reporting on GHG performance.

ORGANISATIONAL BOUNDARIES

This Carbon Reduction Plan covers our operational facilities in the UK. In line with ISO 14064-1:2019, the control approach has been taken. This covers all facilities and activities that Global Health & Safety has operational control over. A review of the base year will take place if a significant change to our organisational boundaries occurs.

Emissions are categorised at the facility level and are subdivided where data allows. Organisational boundaries cover our two facilities in the UK. Our primary site is a factory in Milton Keynes which serves

as both our manufacturing hub and head office. Additionally, we operate a factory in Harlow which acts as a depot for our products. During the reporting period our total headcount was 16. Our site details are provided below.

- **Milton Keynes Factory**
 - Unit K3, Pitfield, Kiln Farm, Milton Keynes MK11 3LW
- **Harlow Factory**
 - Kenrich Business Park Unit 2&3 Elizabeth Way, Harlow, Essex, CM19 5TL

REPORTING BOUNDARIES

We have collected detailed data to enable accurate and comprehensive GHG quantification to meet PPN 06/21 requirements. As specified in PPN 06/21 Technical Guidance, the required emission sources have been reported on in this document.

Direct and indirect GHG emissions categorisation Summary (From ISO14064-1 Annex B)	Scope	Included / Excluded
Category 1: Direct GHG emissions and removals	1	<p>Included</p> <ul style="list-style-type: none"> □ Stationary combustion of gas □ Fugitive emissions from HVAC systems* □ Company vehicles
Category 2: Indirect GHG emissions from imported energy	2	<p>Included</p> <ul style="list-style-type: none"> □ Purchased electricity generation
Category 3: Indirect GHG emissions from transportation	3	<p>Included</p> <ul style="list-style-type: none"> □ Business travel (grey fleet, rail, air & hotels) □ Commuting □ Upstream transportation and distribution □ Downstream transportation and distribution
Category 4: Indirect GHG emissions from services used by the organisation	3	<p>Included</p> <ul style="list-style-type: none"> □ Transmission and distribution (T&D) ** □ Waste generated in operations □ Water supply □ Water treatment

*No fugitive emissions were detected within the reporting boundaries.

**T&D refers to Scope 3 emissions associated with grid losses (the energy loss that occurs in getting the electricity from the power plant to the organisations that purchase it). This is proportional to kWh consumption.

Upstream transportation refers to goods inwards from international locations via road, air, and sea. Downstream transportation occurs within the UK via road.

SIGNIFICANCE POLICY

Global Health & Safety considers its significant emission sources to be:

- Those required under mandatory reporting such as with PPN 06/21.
- Those with accessible activity data, enabling emissions quantification.
- Those that produce the largest quantities of tCO₂e.
- Those with the potential to achieve the greatest emissions reductions.

GHG EMISSIONS

QUANTIFICATION METHODOLOGY

Emissions have been quantified in alignment with the following standards:

- ISO 14064-1 Specification with guidance at the organisational level for the quantification and reporting of greenhouse gas emissions
- PPN 06/21 Technical Standard for the completion of Carbon Reduction Plans
- UK Environmental Reporting Guidelines

Emissions have been quantified for Scope 1, 2 and 3 sources as defined in the GHG Protocol.

GHG emissions have been calculated in-line with ISO 14064-1 methodology and presented in a GHG Inventory displaying specific sources of emissions. UK Government conversion factors from DEFRA have been used to convert activity data into kilograms of carbon dioxide equivalent (kgCO₂e) as well as directly into kg of carbon dioxide (CO₂), methane (CH₄) and nitrous oxide (N₂O) where appropriate. Emissions are calculated by multiplying the metric (e.g., kWh or km travelled) by the appropriate conversion factor. Conversion factors are based on the global warming potential of these gases.

$$tCO_2e = \frac{\text{activity data} \times \text{emission factor}}{1000}$$

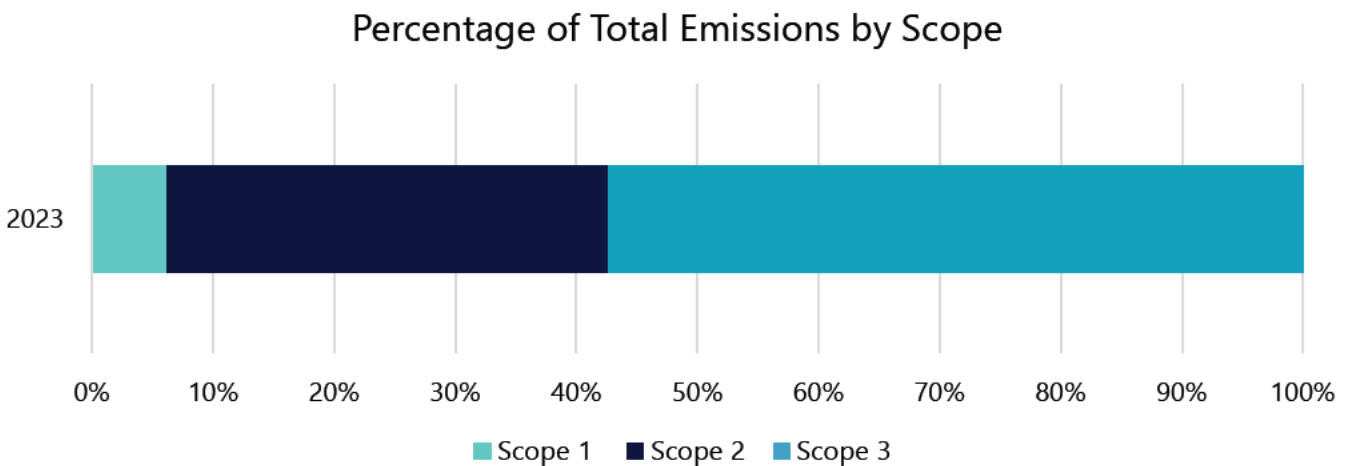
Global Health & Safety have converted all available activity data to GHG emissions where it has been practical to do so. No data have been intentionally excluded.

EMISSIONS SUMMARY

The following table presents emissions results in tCO₂e for each Scope and source in 2023.

Emissions Summary (tCO ₂ e)		
Scope	Source	2023
1	Gas	5.69
2	Purchased electricity (location based)	34.89
Total Scope 1 & 2		40.58
3	Business travel (grey fleet, rail, air & hotels)	6.42
	Company vehicles (EVs)	0.18
	Commuting	31.73
	Upstream transportation and distribution	12.22
	Downstream transportation and distribution	0.47
	Transmission and distribution (T&D)	3.02
	Waste generated in operations	0.80
	Water supply	0.04
	Water treatment	0.04
Total Scope 3		54.92
Total Emissions		95.49

The chart below shows the percentage of total emissions by Scope for 2023.



PREVIOUS YEAR'S EMISSIONS REPORTING: 2022

The following table has been included for reference, mirroring the PPN 06/21 template.

Previous reporting Year: 2022 (1 st January – 31 st December)	
Additional details relating to the previous year's emissions calculations.	
This is the first year Global Health & Safety quantified organisational emissions. 2022 was the previous reporting year and has been included for reference.	
Previous reporting year emissions:	
EMISSIONS	TOTAL (tCO₂e)
Scope 1	3.15
Scope 2	31.69
Scope 3	256.63
Total Emissions	291.47

BASELINE EMISSIONS FOOTPRINT

Baseline emissions are a record of the greenhouse gases (GHGs) that have been produced in the past and prior to the introduction of any strategies to reduce emissions. Baseline emissions are the reference point against which emissions reduction can be measured.

The baseline period for the quantification of GHG emissions is 1st January 2023 to 31st of December 2023. All future reporting periods will follow a calendar year format unless specified otherwise.

BASELINE AND CURRENT REPORTING YEAR: 2023

Baseline and Current Reporting Year: 2023 (1st January – 31st December)	
Additional Details relating to current reporting year emissions calculations.	
This is the second year Global Health & Safety have quantified organisational emissions. 2023 has been established as a new base year because emissions were quantified in alignment with ISO 14064-1 for the first time, resulting in an improved and updated GHG quantification process. Updating the baseline to 2023 ensures consistency and meaningful comparability of GHG emissions data in future reporting periods. Scope 3 categories refer to GHG Protocol as referenced in PPN 06/21 guidance.	
Current reporting year emissions:	
EMISSIONS	TOTAL (tCO₂e)
Scope 1	5.69
Scope 2	34.89
Scope 3 (Included Sources)	54.92
	<ul style="list-style-type: none"> <input type="checkbox"/> Category 1 – Purchased goods and services (water supply & treatment): 0.08 <input type="checkbox"/> Category 3 - Fuel and energy related activities (T&D): 3.02 <input type="checkbox"/> Category 5 - Waste generated in operations: 0.80 <input type="checkbox"/> Category 6 - Business Travel (includes company EVs) 6.60 <input type="checkbox"/> Category 7 - Employee commuting: 31.73 <input type="checkbox"/> Category 9 – Upstream transportation and distribution: 12.22 <input type="checkbox"/> Category 9 – Downstream transportation and distribution: 0.47
Total Emissions	95.49

ASSUMPTIONS AND ESTIMATES

Emissions were calculated using DEFRA conversion factors. A conservative approach was taken in all instances where an assumption or estimate was required. Overall, few estimates were required as detailed and up to date data were provided. Overall uncertainty of results were judged to be low due the provision of detailed activity data.

UTILITIES

Activity data were provided in the form of annual meter readings for electricity consumption at Milton Keynes and Harlow. An annual meter reading was also provided for gas consumption at Milton Keynes, gas was not in use at the Harlow facility. Activity data were multiplied by the corresponding emission

conversion factors for electricity generation, electricity transmission and distribution and gas combustion (Gross CV).

Activity data for water consumption were unavailable for both facilities. Annual consumption was calculated based on an average estimated water consumption of 0.05 m³ per day per employee. Estimated consumption was multiplied by conversion factors for water supply and water treatment.

COMPANY CARS AND BUSINESS TRAVEL

Two company cars were in use in 2023, both were electric vehicles (EVs). Mileage data was provided for these vehicles and emissions were calculated using the 'Average Car, Battery Electric Vehicle' conversion factor.

Mileage data was supplied for business travel via road, rail and air and converted to km. Average conversion factors for each mode of transport were applied to calculate emissions.

The number of times that staff stayed in hotels was also provided and emissions were calculate using location specific conversion factors.

COMMUTING

Commuting data were collected from a staff survey. The survey gathered data on the number of commuting days per week and the typical commuting distance per employee.

From the data, the total commuting distance per year was estimated, with annual leave and bank holidays accounted for. Appropriate conversion factors were then applied for each response depending on the specified mode of transport. The survey received response rate of 100%.

UPSTREAM AND DOWNSTREAM TRANSPORTATION

An in-depth analysis of upstream and downstream transportation has been performed, with emissions calculated on a tonne.km basis. Data from shipping records were used to complete calculations. Records were provided on product type, weight, point of origin, shipping route and delivery destination.

For both upstream and downstream transportation, the first step was to calculate the distances that goods travelled. Detailed records of routes were provided and therefore minimal assumptions were required when assigning the distances travelled per mode of transport.

For upstream transportation, goods and materials were sourced from Denmark, China, Turkey, USA, Japan, Egypt, Switzerland, Germany, Hungary, Italy and France. Goods were driven from factories, loaded onto container ships or freight flights for travel to the UK. Container ships docked at Felixstowe and freight

flights landed at Heathrow Airport. Goods were then driven to the Milton Keynes facility for processing and delivered to customers via articulated lorries and diesel vans.

The start and end points for deliveries were provided for the entire supply chain. The exact routes taken during transportation were not always provided, online tools were used to estimate the distances for 100% of shipments.

WASTE

Primary data on waste generation data were unavailable. Therefore, conservative estimates were made based on the knowledge that each facility is serviced by a weekly collection scheme for 4000 litre general waste and recycling bins. It was assumed that bins were at 65% capacity when collected.

CARBON REDUCTION INITIATIVES

REDUCTION TARGETS AND FORECASTS

Below is a summary of our reduction targets and forecasted results. In order to continue our progress to achieving Net Zero, we have adopted the following carbon reduction targets.

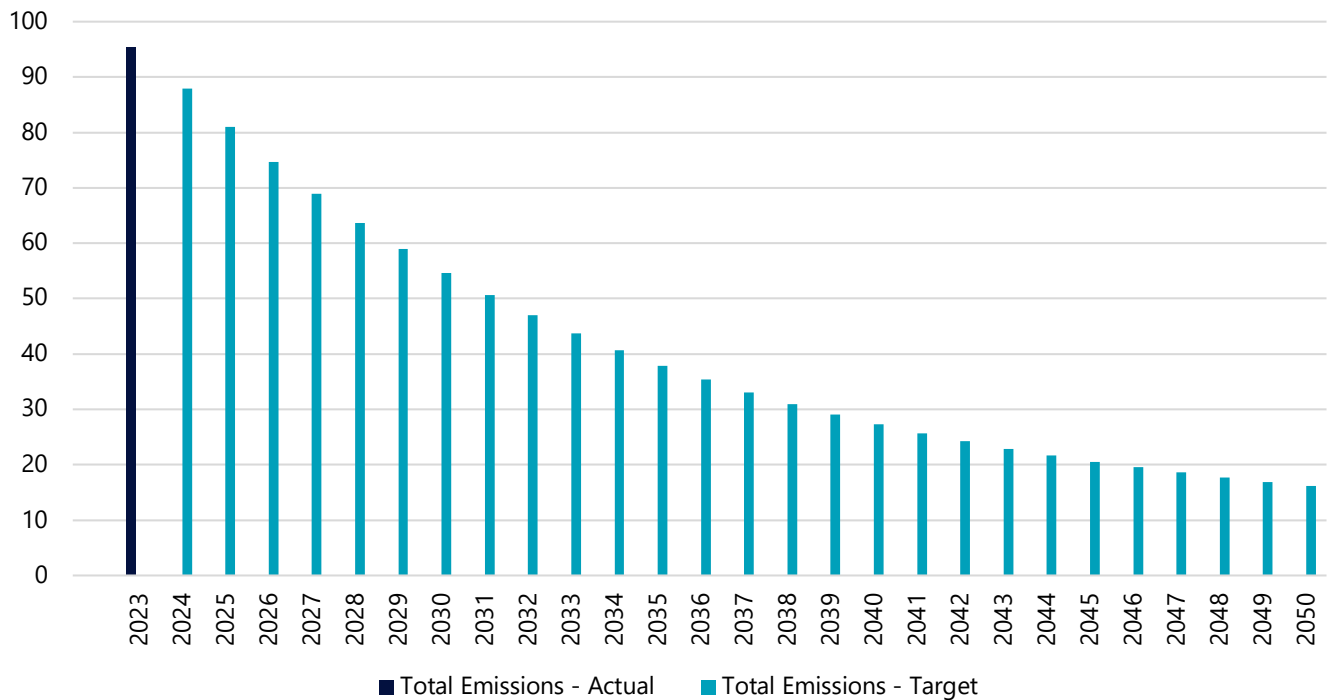
Our key reduction targets:

Targets set against the 2023 base year

- **Reduce emissions from gas by 5% each year**
 - 1.29 tCO₂e saving by 2028
- **Reduce emissions from electricity generation by 10% each year**
 - 14.29 tCO₂e saving by 2028
- **Reduce emissions from staff commuting by 8% each year**
 - 10.82 tCO₂e saving by 2028
- **Reduce emissions from upstream transportation by 8% each year**
 - 4.17 tCO₂e saving by 2028

Based on these targets, we project that carbon emissions will decrease over the next five years to 63.52 tCO₂e by 2028. This is a reduction of 33.49% from the 2023 base year.

Forecasted progress against these targets is detailed in the graph below.

Global Health & Safety Net Zero Pathway - tCO₂e

SUMMARY OF INITIATIVES

Below is a summary of carbon reduction initiatives that have been completed and will be in effect during the delivery of contracts:

- Achievement of ISO 14001:2015 Environmental Management System for ongoing improvement of environmental performance and support of carbon reduction plan
- Emissions Monitoring System created to track GHG performance
- Virtual meetings used where possible to reduce business travel
- Car sharing promoted among employees, with 75% of our workforce living locally
- All company vehicles are EVs and all machinery is electrically operated
- Ultra-efficient motion sensor LED lightbulbs installed across both facilities to reduce energy consumption
- Where possible we have engaged with transport logistic companies that offset their carbon emissions
- Transitioned to sourcing critical raw materials for manufacturing within Europe rather than the Far East to reduce emissions from upstream transportation
- Installed two EV charging stations at our Milton Keynes facility
- Gained membership with Carbon Neutral Britain Small Business programme

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

- Installing solar lighting in our car parks
- Setting up a cycle to work scheme for our employees
- Reduce building heating and cooling demands by installing reflective curtains for all glassed areas within our office spaces, as well as installing PVC door curtains in our warehouse to reduce solar gains and improve insulation
- Engage with landlords to explore the potential of installing solar panels on the roofs of our factories
- Monitor and report the environmental outcomes achieved from the application of our policies across our operations.

DECLARATION AND SIGN OFF

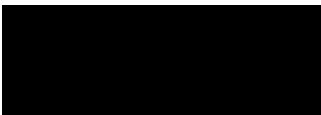
This Carbon Reduction Plan has been completed in accordance with PPN 06/21 and associated guidance and reporting standard for Carbon Reduction Plans.

Emissions have been reported and recorded in accordance with the published reporting standard for Carbon Reduction Plans and the GHG Reporting Protocol corporate standardⁱ and uses the appropriate Government emission conversion factors for greenhouse gas company reportingⁱⁱ.

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) Standardⁱⁱⁱ.

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:



Chief Operating Officer

.....

Date: 05/04/2024

.....

ANNEX

Table 1. Features a Carbon Reduction Plan must contain as specified in [Guidance on adopting and applying the PPN 06/21 – Selection Criteria](#)

Requirement	Global Health & Safety Response
1 Carbon Reduction Plan submitted which; confirms the supplier's commitment to achieving Net Zero by 2050	Global Health & Safety is committed to achieving Net Zero by 2050 at the latest but is aiming to achieve this before the 2050 deadline. Global Health & Safety is committed to going beyond passive reductions presented by the market. Global Health & Safety is committed to implementing this Carbon Reduction Plan as part of its business operations and quantifying emissions annually to gauge its success. The aims of this CRP will be integrated to Global Health & Safety's Environmental Policy.
2 Carbon Reduction Plan submitted which contains emissions reported for all required Scopes (in accordance with the required methodology),	Global Health & Safety has quantified and reported on 100% of Scope 1 and 2 emissions. Minimal estimates and assumptions were required. All required Scope 3 categories as specified in PPN 06/21 requirements have been quantified and reported. Upstream and downstream transportation calculated to high level of detail following DEFRA guidance on a tonne.km basis.
3 Carbon Reduction Plan submitted which details environmental management and carbon reduction measures in effect during the delivery of the contract	This Carbon Reduction Plan outlines numerous environmental management and carbon reduction measures. Quantitative targets have been set based on milestones. These targets will be reviewed each year. All reduction initiatives will be in effect during the delivery of contracts unless specified otherwise.
4 Reporting period falls no more than 12 months prior to the date of commencement of the procurement	2023 reporting periods included, thus making it valid until the end of 2024. Emissions for 2024 onwards will be quantified and included in future Carbon Reduction Plans. Updates will be reflected in this document.
5 Carbon Reduction Plan not submitted	This Carbon Reduction Plan, or a summary version of it, will be submitted upon request for relevant contracts. If this Carbon Reduction Plan requires updates or amendments as a result of reasonable feedback from tendering processes, they will be made in time for submission deadlines.
6 Carbon Reduction Plan fails to confirm supplier's	See row 1. Global Health & Safety are committed to Net Zero targets but acknowledge that the business has limited control over some Scope 3 sources.

	commitment to achieving Net Zero by 2050	Reasonable and achievable targets have been set to account for a lack of control over upstream and downstream transportation.
7	Emissions in the Carbon Reduction Plan are not reported for any Scopes or only for some Scopes without explanation why	<p>100% of Scope 1 and Scope 2 emissions quantified and reported. Required Scope 3 sources included. Global Health & Safety have voluntarily reported some additional Scope 3 sources to present full company emission from available data.</p> <p>Where quantification has been possible, no emissions have been intentionally excluded. Conservative estimates have been performed in some cases.</p> <p>No scope 1 fugitive emissions occurred within organisational boundaries.</p>
8	Emissions in the Carbon Reduction Plan not reported for any Scopes or only for some Scopes, but supplier provides an acceptable explanation why	See row 7
9	Reporting period is more than 12 months from the date of commencement of the procurement	See row 5
10	Reporting period is more than 12 months from the date of commencement of the procurement, but provides an acceptable explanation why	<p>See row 5</p> <p>If reporting period for contracts exceeds allowable time period, an acceptable explanation will be provided. Global Health & Safety have adopted a new system for monitoring emissions. This will be continually updated to enable full visibility of emissions on a monthly basis for many sources.</p>
11	Supplier fails to detail the environmental management measures in effect , including certification schemes or specific carbon reduction measures that will be in effect during the performance of the contract	<p>Environmental management measures are detailed in the main body of this Carbon Reduction Plan, including those that have been completed and will be utilised in the delivery of contracts.</p> <p>Planned future initiatives are referenced and are not based off speculative technologies.</p>

Table 2. Scope 3 emissions, table adapted from [Technical standard for Completion of Carbon Reduction Plans](#). Full details of category descriptions can be found within this link. Scope 3 emissions are defined in the GHG Protocol.

Scope 3 Category	Minimum Boundary	Justification for Inclusion/Exclusion
4. Upstream transportation and distribution	The scope 1 and scope 2 emissions of transportation and distribution providers that occur during use of vehicles and facilities (e.g., from energy use) Optional: The life cycle emissions associated with manufacturing vehicles, facilities, or infrastructure	Included A detailed analysis of upstream and downstream transportation has been included. Results reported on tonne.km basis for both UK and international transportation.
5. Waste generated in operations	The scope 1 and scope 2 emissions of waste management suppliers that occur during disposal or treatment Optional: Emissions from transportation of waste	Included Solid and liquid waste disposal included. Wastewater estimated to 100% of water supply by volume.
6. Business travel	The scope 1 and scope 2 emissions of transportation carriers that occur during use of vehicles (e.g., from energy use) Optional: The life cycle emissions associated with manufacturing vehicles or infrastructure	Included Business travel via rail, road and air included. Hotel stays also included Distance data collected from expense claims by staff on an individual basis. Company vehicle use reported separately in Scope 1.
7. Employee commuting	The scope 1 and scope 2 emissions of employees and transportation providers that occur during use of vehicles (e.g., from energy use) Optional: Emissions from employee teleworking	Included Commuting emissions calculated based off results from an electronic survey sent to all staff. Annual leave and bank holiday accounted for in calculations.
9. Downstream transportation and distribution	The scope 1 and scope 2 emissions of transportation providers, distributors, and retailers that occur during use of vehicles and facilities (e.g., from energy use) Optional: The life cycle emissions associated with manufacturing vehicles, facilities, or infrastructure	Included A detailed analysis of upstream and downstream transportation has been included. Results reported on tonne.km basis. Downstream transportation refers to goods sent from the Milton Keynes facility to customers across the UK.

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

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

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