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PLAN

# Carbon Reduction Plan

CSQMS-Pol-010 · Issue 1.0

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## 1 Commitment to achieving Net Zero

C Software Ltd is committed to achieving Net Zero carbon emissions by 2050, in line with UK Government targets and the requirements of Procurement Policy Note (PPN) 06/21.

We recognise our responsibility to reduce the environmental impact of our operations and are committed to continuous improvement in carbon management and sustainability practices.

## 2 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**
> Whilst C Software Limited have always been committed to having a low carbon footprint and have achieved this previously through continuous improvement, we have not previously had a Carbon Net Zero plan. To ensure that we reduce our carbon footprint to zero by 2050, C Software have conducted the following baseline assessment, which has allowed us to develop this plan.

### Baseline year emissions

| Emissions | Total ($tCO_2e$) |
|---|---|
| **Scope 1**<br>Business vehicles | 0 |
| **Scope 2**<br>Energy consumption – electricity | 18.5 |
| **Scope 3**<br>Travel and business activity related (included sources) | 72.37<br>Broken down into:<br>Employee commute = 56.67 $tCO_2e$<br>Business travel (land) = 0.42 $tCO_2e$<br>Purchased goods & services = 8.38 $tCO_2e$<br>Waste = 6.9 $tCO_2e$ |
| **Total emissions** | **90.87** |

## 3 Current emissions reporting

### Reporting year: 2025

| Emissions | Total ($tCO_2e$) |
|---|---|
| **Scope 1**<br>Business vehicles | 0 |
| **Scope 2**<br>Energy consumption – electricity | 18.5 |
| **Scope 3**<br>Travel and business activity related (included sources) | 72.37<br>Broken down into:<br>Employee commute = 56.67 $tCO_2e$<br>Business travel (land and air) = 0.42 $tCO_2e$<br>Purchased goods & services = 8.38 $tCO_2e$<br>Waste = 6.9 $tCO_2e$ |
| **Total emissions** | **90.87** |

Scope 3 categories were selected based on relevance and materiality for an SME operating in the IT sector, in line with the GHG Protocol.

- Employee commute emissions were calculated using an average commute-based method in line with GHG protocol, applying UK government emissions factors to categorise commuting.
- Business travel emissions were calculated using Best Practice method in line with GHG Protocol, applying UK government emissions factors to categorise business travel.
- Purchased goods and services emissions were calculated using a spend-based method in line with the GHG Protocol, applying UK government emissions factors to categorised annual expenditure.

- Waste emissions were calculated using a quick-estimate method in line with GHG protocol, applying UK government conversion factors to categorise waste.

## 4 Emissions reduction targets

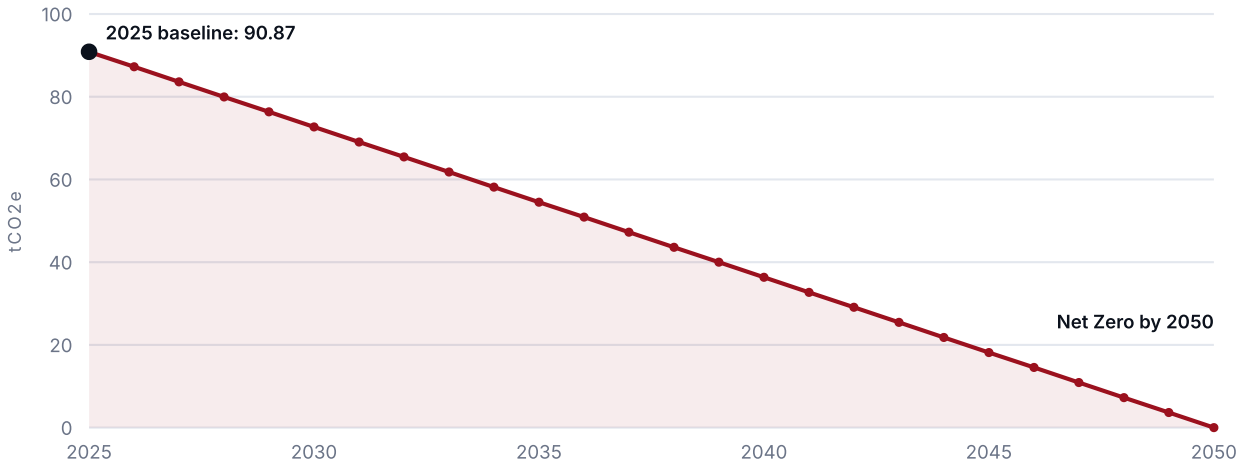
Emissions were baselined in 2025 following C Software's first carbon footprint assessment. Table A (below) will be updated annually.

In order to continue our progress to achieving Net Zero, we have adopted the following carbon reduction targets annually. **Annual target reduction: 4%.**

**Table A: Actual and target emissions**

| Year | Actual ($tCO_2e$) | Target ($tCO_2e$) | Year | Actual ($tCO_2e$) | Target ($tCO_2e$) |
|---|---|---|---|---|---|
| 2025 | 90.87 | 90.87 | 2038 | – | 43.62 |
| 2026 | – | 87.24 | 2039 | – | 39.98 |
| 2027 | – | 83.60 | 2040 | – | 36.35 |
| 2028 | – | 79.97 | 2041 | – | 32.71 |
| 2029 | – | 76.33 | 2042 | – | 29.08 |
| 2030 | – | 72.70 | 2043 | – | 25.44 |
| 2031 | – | 69.06 | 2044 | – | 21.81 |
| 2032 | – | 65.43 | 2045 | – | 18.17 |
| 2033 | – | 61.79 | 2046 | – | 14.54 |
| 2034 | – | 58.16 | 2047 | – | 10.90 |
| 2035 | – | 54.52 | 2048 | – | 7.27 |
| 2036 | – | 50.89 | 2049 | – | 3.63 |
| 2037 | – | 47.25 | 2050 | – | 0 |

**Carbon reduction trajectory to Net Zero**




# 5 Carbon reduction projects

C Software have completed the following Carbon Reduction Initiatives.

## 5.1 Completed initiatives

The following initiatives have been completed and continue to be impact assessed upon annual review.

- **Solar array.** In 2023 C Software installed a solar panel array at their office HQ. This drastically reduced energy consumption from grid-based electricity sources, and as a result lowered C Software's carbon footprint considerably.
- **Paperless environment.** C Software promotes environmental awareness among its employees to encourage them to work in a responsible manner, this includes a paperless environment where possible. This is evidenced in C Software's Environmental Policy.
- **LED light fittings.** In 2025 a full assessment of C Software's light fittings was undertaken, and where appropriate, all bulbs were replaced with energy efficient LED bulbs, reducing our carbon footprint.
- **Virtual meetings.** Where possible staff meetings are conducted virtually, reducing physical attendance in the office. This directly reduces commuting to and from the office, solely for this purpose.

## 5.2 Future initiatives

In future C Software hope to implement further measures, such as:

- Improve the methods and systems used to collect, analyse, and report carbon emissions data, ensuring accuracy, transparency, and the ability to track progress against reduction targets.
- Assess the feasibility and potential benefits of reducing onsite infrastructure hosted at office HQ. This would further reduce any reliance on grid-based electricity and lower overall carbon emissions.

## 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 has been reviewed and signed off by the board of directors (or equivalent management body).

| | |
|---|---|
| SIGNED ON BEHALF OF THE SUPPLIER | **R. Dorehill** |
| POSITION | **Managing Director** |
| DATE | **11th February 2026** |