

Carbon Reduction Plan

Supplier name: Qa Research Ltd.

Publication date: 25th Jan 24

Commitment to achieving Net Zero

Qa Research is committed to achieving Net Zero emissions by **2040**.

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: 2021	
Additional Details relating to the Baseline Emissions calculations.	
2021 is the first year that we have measured our carbon emissions and as such is our baseline year, from which we will measure our progress towards our NetZero target.	
Baseline year emissions:	
EMISSIONS	TOTAL (tCO₂e)
Scope 1	6
Scope 2	18
Scope 3 (Included Sources)	20 Our scope 3 emissions breakdown as follows: 4. Upstream transportation and distribution: zero 5. Waste generated in operations: 2 6. Business travel: 6 7. Employee commuting: 12 9. Downstream transportation and distribution: zero
Total Emissions	44

Current Emissions Reporting

Reporting Year: 2023	
EMISSIONS	TOTAL (tCO ₂ e)
Scope 1	6
Scope 2	18
Scope 3 (Included Sources)	17.5 Our scope 3 emissions breakdown as follows: 4. Upstream transportation and distribution: zero 5. Waste generated in operations: 2 6. Business travel: 4.5 7. Employee commuting: 11 9. Downstream transportation and distribution: zero
Total Emissions	41.5

The 2 'zeros' above for Scope 3 category 4. Upstream transportation and distribution and 9. Downstream transportation and distribution, is due to Qa Research being a professional services business with a single office and as such we do not use transportation or distribution services for our products or services as they are sent electronically and any carbon production by our operations is accounted for within other scopes of the plan. Also no major office purchases were made in 2023 that would lead to any extraordinary office deliveries. Employee hybrid / home working has stabilised into a new normal, where commutes to the office have been minimised. The major change in 2023 was the purchase of a business EV car for business travel in place of an older petrol engine car.

Emissions reduction targets

In order to continue our progress to achieving NetZero, we have adopted the following carbon reduction targets.

We project that carbon emissions will decrease over the next two years to **40** tCO₂e by end 2026. This is a reduction of **3.6%**. Please note that due to the impact of the pandemic in 2021, our baseline was lower than our expected normal operating year. However, continued hybrid working has meant our business travel & employee commuting has continued to remain low during 2023. During the subsequent 14 years we plan to reduce our carbon emissions by up to **3** tCO₂e per year in order to get to NetZero by end 2040.

Carbon Reduction Projects

In the future we hope to implement the following measures:

- Continue to evolve our hybrid working model and building on the lessons learned immediately post-pandemic and maintaining a mix of home and office working in order to keep daily commutes to a minimum
- Encourage staff to consider greener alternatives such as public transport and cycling when they come into the office. Where staff have to drive to the office, we will encourage use of the city park and ride bus services or park and walk. This will be done by providing information and presentations to all employees and not providing staff parking at the office
- Continue to challenge our clients over the need for face to face meetings in order to minimise business travel for meetings
- Reenforce our business travel policy encouraging travel modal shift whenever possible, using greener ground transportation (i.e. train, cycles, etc.) and using greener hotels
- Investigate switching to a 100% renewable energy electricity tariff with our provider BG for our office energy when our current contract expires in 2024
- Encourage our office landlord to consider a 100% renewable energy tariff for our shared gas heating
- Encourage our office landlord to replace their current gas heating boiler for a more efficient and lower emission heating system (new more efficient boiler is to be fitted by end Jan 24 so should reduce carbon emissions during 2024)
- Replace any older bulbs left in the office lights to LED in order to minimise our energy consumption
- Look to extend our replacement cycle for staff laptops to reduce waste and/or purchase new more efficient laptops when our current lease expires in Nov 24
- Consider replacing our last aging pool cars for more fuel efficient modern cars or EV (one of our pool cars was replaced with an EV in 2023 and we are trailing its effectiveness as a business car)

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 standard¹ and uses the appropriate Government emission conversion factors for greenhouse gas company reporting².

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) Standard³.

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:



Nick Lynch
Director, Qa Research Ltd
Date: 25th Jan 24

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>