

A woman with dark hair and glasses, wearing a white lab coat over a grey top, is sitting at a desk. She is looking at a laptop screen (partially visible on the left) and holding a yellow pencil in her right hand, resting her chin on it. The background is a blurred office interior with large windows.

CARBON REDUCTION PLAN

Publication date: 10th November 2022

CARBON REDUCTION PLAN

Commitment to achieving Net Zero

BJSS is committed to achieving Net Zero emissions by 2025.

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: 2019

This baseline presents the GHG emissions Inventory of BJSS occurring between 01/05/2019 to 30/04/2021.

The GHG emissions were consolidated according to a control approach. Thus, all GHG emissions and removals from facilities over which BJSS has financial or operational control were taken into account.

Additional Details relating to the Baseline Emissions calculations

BJSS has selected 2019 as the baseline year for scope 1 and scope 2 emissions. Our baseline emissions inventory includes all our measurable scope 1 and 2 emissions, together with Category 5 and 6 from scope 3 value chain emissions. We include all seven Kyoto Protocol Greenhouse Gas groups in our emissions footprint calculations.

Scope 1: DIRECT GHG EMISSIONS are emissions issued from sources directly controlled by BJSS, such as stationary combustion equipment used for building heating.

Scope 2: ENERGY INDIRECT EMISSIONS are emissions issued from electricity production, or from the imported heat or vapour consumed in the buildings and equipment operation, provided by an external entity (sources outside of the organisational boundaries).

Scope 3: OTHER INDIRECT GHG EMISSIONS are emissions issued from BJSS activities but from sources controlled by external enterprises, such as waste disposal (transport and processing) and the transportation means of employees.

The relevant intensity ratio reported is energy consumption per person employed (based on average number of persons employed for the period), measured in kgCO₂e to ensure increased clarity in reporting.

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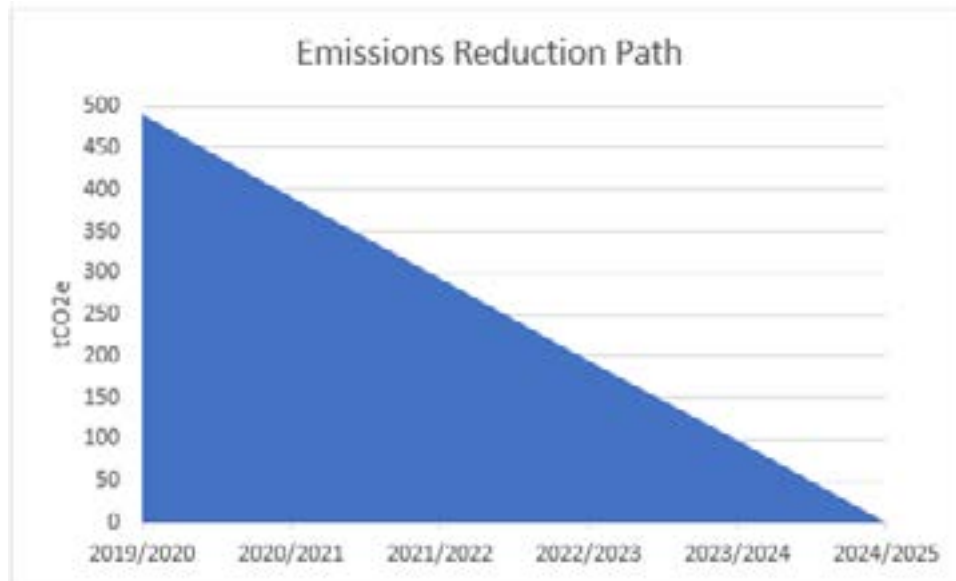
	Reporting Year: 2021/2022 (Current Emissions Reporting)	Reporting Year: 2019 (Baseline Year Emissions)
EMISSIONS	TOTAL (tCO ₂ e)	TOTAL (tCO ₂ e)
Scope 1	<0.1	201.03
Scope 2	49.34	86.44
Scope 3	23.7	181.00
Total Emissions	73.04	486.47

Across the 2021/2022 review period BJSS extended Scope 3 reporting to categories relevant to the business. These categories are:

- **Category 4** - Upstream transportation and distribution
- **Category 5** - Waste generated in operations
- **Category 6** - Business Travel
- **Category 7** - Employee Commuting
- **Category 9** - Downstream transportation and distribution.

As stated above we have expanded our emissions measurements to include key Scope 3 categories and continued to refine our data collection model to identify further direct and indirect emissions. This allowed us to discover and report a greater level of emissions across more categories, and tailor our initiatives to more effectively deliver reductions.

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We anticipate being able to report an increased emissions total over the next period as we continue to further uncover areas of our operations that our emissions boundary can expand into. An example of this is Category 11 – Use of Sold Products, where we’re already assessing the emissions from solutions we provide clients and the way they are delivered, applying our Building Greener Software offering to reduce emissions. In this way we will make our Net Zero 2025 and SBTi goals more meaningful and avoid any greenwashing.

Emissions Reduction Targets

Over the next three years BJSS will put activities in place to reduce carbon emissions to Net Zero status by 2025. To support our progress towards achieving Net Zero 2025, BJSS has set revised targets from 2023 to 2025. BJSS will target 150 kgCO₂e per BJSS consultant for the period 2022/2023, 75 kgCO₂e for 2023/2024 and zero by 2024/2025 (from 419 kgCO₂e in **2019**).

Carbon Reduction Projects

Building on our existing **Carbon Neutral status since 2019**, we aim to become a **Net Zero business by 2025** by reducing our environmental impact, minimising waste, conserving water and by offsetting our emissions in the short term. We will use our position as a technology business to positively promote digital communication and flexible working.

The following environmental management measures and projects have been completed or underway since the 2019 baseline. The carbon emission reductions achieved by these schemes are significant.

- We are now present in 26 locations in the UK and internationally, with approaching 2,700 staff and a growing footprint. As we have grown, we have selected offices close to public transport hubs and refurbished existing offices to take advantage of the latest **environmental innovations**. These include thermally efficient construction techniques, movement-sensitive lighting, and water-saving appliances.

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Carbon Reduction Projects (continued)

- We continue to build a culture of **sustainability** within the company through environmental training and volunteering. Our director-led Sustainability Steering Group and Sustainability Working Groups are now in place. There are Sustainability Champions appointed in seven key offices and regions, including the US, and four additional offices are in the final stages of appointing theirs. Local Carbon Reduction Plans are being developed to reduce emissions on a per office and region basis.
- Our Supplier Decarbonisation programme is underway to address embedded emissions in the supply chain for all goods and services BJSS purchase. We will continue the work with suppliers to reduce our carbon footprint, support them in decarbonisation and reduce the environmental impact.
- A full IT Service review has been completed to ensure we understood the embedded carbon in all IT equipment used in the offices and by staff. A Carbon Reduction Plan for IT is now being designed to reduce embedded and lifetime emissions from IT.
- Our Building Greener Software offering has been launched and focuses on creating Leaner, more energy efficient applications, prioritising cleaner energy, and producing fewer carbon emissions. This included the use of cloud and serverless computing. We work collaboratively to establish and achieve environmental goals through the delivery of the contract.
- We completed our first year of full reporting to CDP, reporting data from our baseline to April 2020, and continued to report into EcoVadis in support of our clients getting independent, validated views on our sustainability efforts.
- We implemented a transition and action plan that aligns with the attainment of the SBTi, 1.5oc commitment, and our overarching Net Zero 2025 goal.

Planned Carbon Reduction and Sustainability Initiatives

As we progress towards our Net Zero 2025 goal we will continue to innovate around the initiatives, engagement, and changes that can be made. Below are some of these that have commenced and are planned for the next period.

- We'll continue to conduct Sustainability Lunch & Learn sessions throughout the company to raise awareness of our Net Zero 2025 goal and initiatives that will allow every member of the company to get involved in sustainability.
- We'll reduce emissions from gas, power, heater, and cooling in our offices through more sustainable technology and smarter working, including our Hybrid Working.
- Where our offices are in shared spaces or non-owned we'll work with landlords to understand the energy mix, waste management, and sustainability measures in place.
- Employee engagement will increase on a per-office basis which will see a reduction in emissions and environmental impact per region, through shared and office-specific initiatives.
- We'll continue to build out our Sustainability Working Groups and increase executive sponsorship for their work within the company and local groups and initiatives.

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Planned Carbon Reduction and Sustainability Initiatives (continued)

- Efforts around the Supplier Engagement Framework will ramp up and we'll start working with suppliers to decarbonise the goods they supply and their operations.
- We'll be looking at our internal business systems to identify where we can capture more insightful data that supports better reporting of emissions across the categories.
- Our employee benefits will be further built out to provide sustainable options, including electric vehicle leasing and similar choices.
- We will continue to positively influence communities in each region, playing an active role in using technology to support a Zero Carbon future. Our focus will be on driving carbon literacy in households, schools, and businesses, and increasing skills through initiatives such as our **Zero Carbon Hackathons**.

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:

A handwritten signature in black ink, appearing to read 'M. Robison', written over a light grey horizontal line.

Mark Robison, Director

Date: November 2022



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