



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 at the selection stage to submit a Carbon Reduction Plan which details their organisational carbon footprint and confirms their commitment to achieving Net Zero by 2050.

Carbon Reduction Plans are to be completed by the bidding supplier¹ 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.

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 Carbon Reduction Plan 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 Standard² 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 Carbon Reduction Plan may only be a temporary measure to satisfy this particular condition of participation.

¹ Bidding supplier or 'bidding entity' means the organisation with whom the contracting authority will enter into a contract if it is successful.

² Technical Standard can be found at:

https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/991625/PPN_0621_Technical_standard_for_the_Completion_of_Carbon_Reduction_Plans__2_.pdf

The Carbon Reduction Plan 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 key objectives of the Carbon Reduction Plan within their strategic plans.

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

Carbon Reduction Plan

Supplier name: Exigere Project Services

Publication date: 18 September 2025

Commitment to achieving Net Zero

Exigere Project Services 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: 2020 (emissions at reduced level due to Coronavirus Pandemic)

Additional Details relating to the Baseline Emissions calculations.

In 2020 we worked with Carbon Footprint who independently assessed our Carbon Emissions. This was the first year that we had assessed our emissions and used this as the baseline for future reporting. We also offset our emissions for 2020 using Carbon Footprint's tree planting scheme so we became Carbon Neutral.

Baseline year emissions:

EMISSIONS	TOTAL (tCO ₂ e)
Scope 1	0 (see note below)

Scope 2	8.1
Scope 3 (Included Sources)	24.9 (Commuting, business travel, flights)
Total Emissions	33 (0.70t per employee)

Current Emissions Reporting

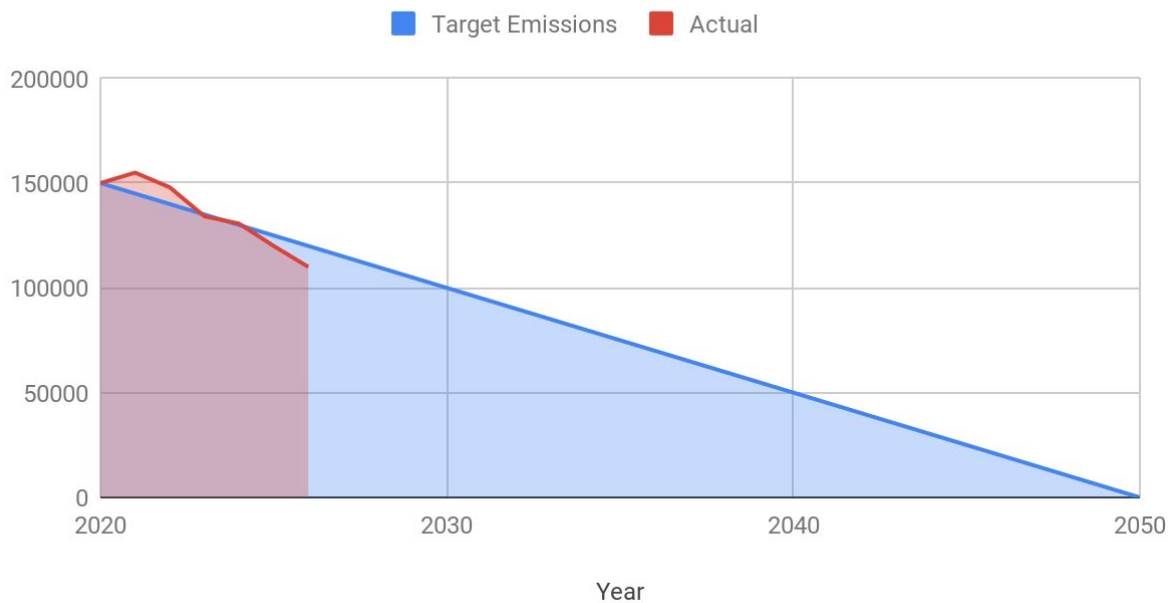
Reporting Year: 2024	
EMISSIONS	TOTAL (tCO₂e)
Scope 1	0 (see note below)
Scope 2	31.42
Scope 3 (Included Sources)	72.74 (Commuting, business travel, flights)
Total Emissions	104.16 (1.2t per employee)

Emissions reduction targets

We have already achieved net zero by offsetting our emissions. We have limited scope for further reduction to our carbon footprint – please see carbon reduction projects already implemented below.

Scope 1 emissions - Scope 1 emissions relate to greenhouse gasses that a company emits directly to the atmosphere through company vehicles, fugitive emissions or any emissions from owned or controlled sources. We do not have any such emissions and therefore we do not have a carbon reduction plan for scope 1 emissions.

Carbon Reduction: Projected vs. Actual



Carbon Reduction Projects

Completed Carbon Reduction Initiatives

The following environmental management measures and projects have been completed or implemented since the 2020 baseline.

We use renewable energy for our electrical supply to our offices.

We have achieved ISO14001 certification.

We have signed up to SBTi

We do not have any company cars

Our staff travel by public transport or by foot or cycling

We have a comprehensive waste recycling scheme in our office

We recycle all laptops

Our carbon emissions of 1.2t per employee are well within the benchmark of 2-5 tonnes per employee for an organisation of our type.

Future carbon reduction initiatives

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

We have very little scope to reduce our footprint further but will continue to look at ways to make marginal gains where we can.

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 standard³ and uses the appropriate Government emission conversion factors for greenhouse gas company reporting⁴.

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) Standard⁵.

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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Nigel Hawes (Partner)

Date: 28/01/26

³ <https://ghgprotocol.org/corporate-standard>

⁴ <https://www.gov.uk/government/collections/government-conversion-factors-for-company-reporting>

⁵ <https://ghgprotocol.org/standards/scope-3-standard>