



Cabinet Office

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 Guidance³, 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; and
- 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 under this selection criterion.

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

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

²Technical 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

³Guidance can be found at:

https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/991623/Guidance_on_adopting_and_applying_PPN_06_21__Selection_Criteria__3_.pdf

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 Template

Supplier name: Remedy support and recruitment group ltd

Publication date: ...07/06/2026.....

Commitment to achieving Net Zero

Remedy support and recruitment group ltd is committed to achieving Net Zero emissions by 20**50**

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.

[Instructions to Suppliers:

Please provide details of your organisation's baseline emissions below. If your organisation has not previously assessed or reported emissions, please detail this below and use your first reporting period as your Baseline.]

Baseline Year: 07/06/2025 -07/06/2026	
Additional Details relating to the Baseline Emissions calculations.	
Emissions data had not been published in prior years therefore we selected 2022/2023 as our base year. The methodology for measuring our carbon footprint is in line with the Greenhouse Gas protocol and the BEIS Environmental Reporting Guidelines. The calculations were completed on the Smart Carbon Calculator using the UK Government emissions factors.	
Baseline year emissions:	
EMISSIONS	TOTAL (tCO_{2e})
Scope 1	38.18

Scope 2	34.12
Scope 3 (Included Sources)	Scope 3 total – 934.08 Upstream T&D – not relevant – explanation provided (Remedy support and recruitment group ltd is a health care services organisation in the UK that supplies temporary staff to the National Health Service and social care establishment We provide services rather than goods and, as such, transportation and distribution of goods have very little impact on us Waste - 0.08 Business Travel – 345.26 Employee Commuting – 254.08
Total Emissions	671.72

Current Emissions Reporting

Reporting Year: 20 22-2023	
EMISSIONS	TOTAL (tCO₂e)
Scope 1	5.6
Scope 2	4.08
Scope 3 (Included Sources)	Scope 3 total – 934.08 Upstream T&D – not relevant – explanation provided (Remedy support and recruitment group ltd is a health care services organisation in the UK that supplies temporary staff to the National Health Service and social care establishment We provide services rather than goods and, as such, transportation and distribution of goods have very little impact on us Waste - 0.02 Business Travel – 68.98 Employee Commuting – 35.57
Total Emissions	114.25

Emissions reduction targets

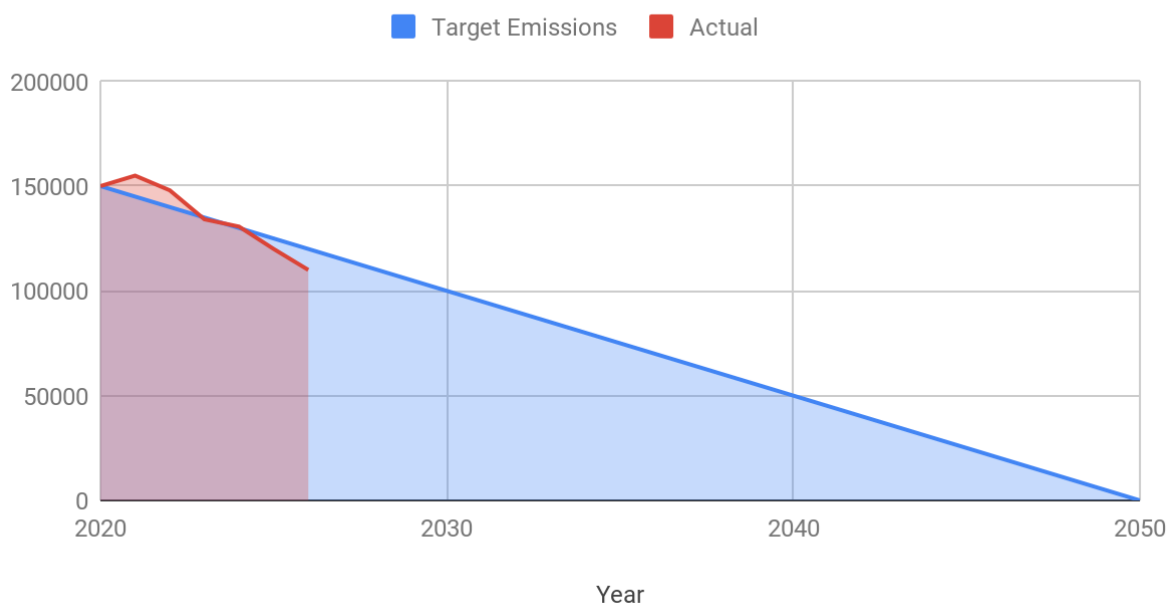
We have had no previous emissions reduction commitment. In order to continue our progress to achieving Net Zero since the base year 2022/23, we have adopted the following carbon reduction target. we project that the carbon emission will decrease over the next five years to 85.89 tCO₂e by 2025/26 This is a reduction of 62% from 2022/ 23 and the projection is to reach net zero carbon by 2030.

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

We project that carbon emissions will decrease over the next five years to **85.89** tCO₂e by 20**25/26**. This is a reduction of **62%**.

Progress against these targets can be seen in the graph below:

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 2022/23 baseline. The carbon emission reduction achieved by these schemes equate to 15.03 tCO₂e, a 25%ge reduction against the 2030 baseline and the measures will be in effect when performing the contract

It should be noted that the reductions (from 2021/22) in CO₂ in 2022 are attributed especially to the period during which COVID significantly impacted operational capacity. 2023/24 is likely to be a more typical operational year, as we have built it more capacity .. The following environmental management measures and projects will be implemented going forward. The measures will be in effect when performing the contract.

Carbon reduction projects have included:

- ISO 14001 implementation that will result in certification in this business year
- Move to agile working that has resulted in reduction of company business travel and, especially, commuting.

Reduced dependency on office space by allowing some of our staff to do hybrid working between office and working from home.

. • Reduction in internal combustion engine company vehicles. By purchasing an electric vehicle to drop staff to work

- Staff encouraged to use video conferencing, teams where possible. • I
- Building management systems have been upgraded to reduce energy usage. •— considered energy efficiency and environmental factors. Our office runs off 100% renewable energy and 100% of waste on site is recycled. •

Completed a Sustainability Opportunity assessment that will help us to build and implement our corporate sustainability strategy. This approach includes environmental, social and economic pillars of activity. Carbon reduction is an important element.

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

Interventions to reduce power consumption focussed on air conditioning, building fabric, insulation, space heating, ventilation and hot water.

- Purchase of 100% renewable energy.
 - For IT systems – these will be designed with optimisation as key from Day 1. We will implement software solutions to manage and optimise power consumption of assets.
- Transition to zero emission vehicles. All vehicles purchased or leased to be ULEV towards goal of 90% of total fleet low, ultra-low or zero emissions by 2028 and totally net zero by 2030.

- Requiring clients who work with us to report their carbon footprint data to us to improve the accuracy of carbon measurement and engaging with them to support our net zero goal.
- All clients working with remedy support to have produced their own net zero target and plan (by 2030 latest) that align with Remedy support and the government standards.

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 standard⁴ and uses the appropriate Government emission conversion factors for greenhouse gas company reporting⁵.

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) Standard⁶.

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:

Elizabeth Ndegwa



Date:07/06/2026.

⁴<https://ghgprotocol.org/corporate-standard>

⁵<https://www.gov.uk/government/collections/government-conversion-factors-for-company-reporting>

⁶<https://ghgprotocol.org/standards/scope-3-standard>