

# Carbon Reduction Plan and Commitment

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2040**

## Our commitment

**Getech has long been concerned about the environmental impact of our operations and supply chain. We are committed to reducing our environmental impact and improving our sustainability.**

Our Environmental Working Group (EWG) was established in 2018 to lead on sustainability and environmental issues. By drawing together our Sustainability Champions and empowering them to drive projects within the company, the group has been fundamental in implementing a wide range of initiatives to reduce our waste, energy use and removing single-use plastics whilst increasing our use of renewables and recyclables.

In support of this, the EWG are defining our Carbon Reduction Plan (CRP), setting baseline reports, defining targets, Sustainability First strategies, and processes. They will monitor progress towards these commitments, reporting progress directly to the Getech Executive team every quarter.

Getech's initial Carbon Reduction Plan will be published in the first quarter of 2022, followed by annual reports demonstrating the progress of our commitment to limit and offset Getech's carbon emissions.

**With support from the Getech EWG, the Executive Team, our partners and the UK Government's SME Climate Hub, I am confident in committing Getech to Carbon Neutrality by 2030 and Net-Zero by 2040.**



Richard Maclean

**Director, Getech Limited**

**Through these initiatives, we have already reduced our carbon footprint:**



Increased levels and types of recycling



Installation of EV charging points and adoption of EVs



Energy efficiency focus as a key driver in all projects



Project to review and influence vendor's packaging



Implementing a Sustainability First ethos



Moved to renewable energy providers



Low energy lighting installed throughout



Digitisation of processes

# Carbon reduction plan

## Introduction

At the core of all of our plans and strategies at Getech, we recognise that we have a unique opportunity and a responsibility to identify, practice and promote meaningful solutions to the global challenges which we all face. As such, we've published this, our second annual Carbon Reduction Plan (CRP), to document our progress towards net carbon neutrality by **2050** in accordance with **Procurement Policy Note PPN06/21** (*"Taking Account of Carbon Reduction Plans in the procurement of major government contracts"*). We've also taken things a step further, committing to reduce our own carbon emissions to a level of carbon neutrality by **2030**, with net zero emissions secured by **2040**. Throughout this CRP, you'll see the phrase "carbon emissions" used quite frequently; this phrase will refer to all greenhouse gas (GHG) emissions (CO<sub>2</sub> equivalent/CO<sub>2</sub>e) noted throughout the document.

Date of publishing (incl. baselines)	24/08/2023
Month of review	July
Annual report publication month	August
Review group	Environmental Working Group (EWG)
Sponsors	Executive Team

## Our purpose

Getech's purpose is to sustainably deliver exceptional standards of hardware and software solutions and value-added services to a broad range of vertical markets throughout the UK and beyond. As a business, we continue to place sustainability and positive transformation at the forefront of the work we do, enabling Getech to deliver long-term and legitimate quality for our customers and their communities and establishing a legacy of best practice which is backed by consistently distinguished and demonstrable results.

## Commitment to achieving net zero

Getech fully supports the Sustainable Development Goals (SDGs) outlined by the United Nations (UN), and the Paris Agreement (2015) to reduce GHG emissions and to promote global security. We regularly review all of our policies and practices to ensure that environmental and sustainability considerations remain at the core of our continuous improvement, striving to reduce emissions, eliminate waste and balance our consumption of electricity, water and fuel throughout our operations.

Getech's 'operational' emissions (those emissions in **Scopes 1 and 2**) relate to our use of energy for maintaining operations; as such, we can directly influence and control them. Our 'value chain' emissions (those in **Scope 3**) include those which are created by our business indirectly, such as via our waste management partners. Getech has made considerable progress in accurately mapping and recording its emissions, yet we remain focused on identifying opportunities for us to improve our reporting, and to better support our customers on their own journeys towards a net zero carbon economy.

<b>Supplier name:</b>	Getech Limited
<b>Publication date:</b>	August 2023
<b>Commitment to achieving Net Zero:</b>	Getech is committed to achieving Net Zero emissions by 2040 and committed to reaching carbon neutrality by 2030.

## Baseline emissions reporting

<b>Baseline year:</b> 1st January – 31st December, 2019	
<b>Additional details relating to the baseline emissions calculations.</b>	
<p>Getech has selected 2019 as a baseline year due to the closer correlation of data to a forecasted standard operational year. Where Scope 3 data has not been recorded previously, every effort has been made to procure accurate estimates based on consistently applied calculations and all available facts. At present, Scope 3 reporting excludes figures regarding Getech’s “upstream” and “downstream” transport and distribution-related emissions, as well as data regarding our employee commuting; however, these will be included in reporting from 2023 onwards. Scope 1 emissions have been calculated based on an extensive review of our gas consumption and vehicle mileage for the calendar year, with Scope 2 emissions determined via the same methods regarding our electricity consumption. For both Scopes 1 and 2, we have reviewed all available consumption data and cross-referenced these figures with relevant invoices to ensure data accuracy. Scope 2 figures have been reported using both market-based and location-based calculations, with location-based calculations included in our annual totals. Market-based calculations have been ‘zeroed’ due to Getech’s energy supply being sourced from 100% sustainable REGO-backed fuel mixes, which complies with the current definition for “zero carbon”.</p>	
<b>Baseline year emissions:</b>	
<b>EMISSIONS</b>	<b>TOTAL (tCO<sub>2</sub>e)</b>
<b>Scope 1</b>	18.33
<b>Scope 2</b>	
<b>Market-based:</b>	0.00
<b>Location-based:</b>	79.33
<b>Scope 3 (Included sources)</b>	3,771.09 Business Travel – 18.941 Waste – 3,752.156  (Getech’s baseline for employee commuting will be 2022, with upstream/ downstream transport and distribution-related emissions to be baselined in 2023)
<b>Total emissions</b>	<b>3,868.75</b>

## Current emissions reporting

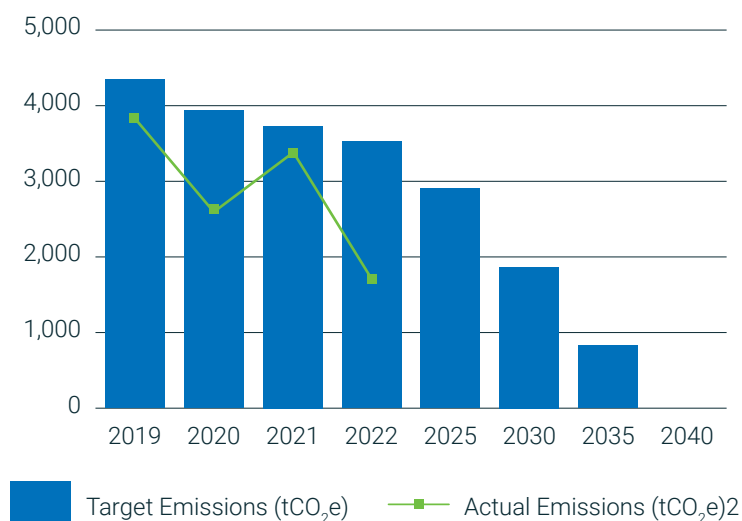
Reporting year: 1st January – 31st December, 2022	
EMISSIONS	TOTAL (tCO <sub>2</sub> e)
Scope 1	6.845
Scope 2	
Market-based:	0.00
Location-based:	40.730
Scope 3 (Included sources)	1,489.507
	Business Travel – 98.758
	Waste – 979.814
	Upstream Transport – 267.186
	Downstream Transport – 47.67
	Transmission & Distribution – 3.726
	Employee Commuting – 92.353
<b>Total emissions</b>	<b>1,537.082</b>

## Emissions reduction targets

With the goal of supporting our progress towards net zero emissions, we have updated our carbon reduction targets to include the following:

Getech aims to reduce emissions to **2,906 tCO<sub>2</sub>e** by **2025**; a reduction of circa **30%** when compared to baselines emissions of **3,868 tCO<sub>2</sub>e** in **2019**. In pursuing a gross reduction of **5%** in emissions per annum, we continue to strive to identify and implement further sustainability measures to accelerate our progress towards net zero by **2040**. Getech's Environmental Working Group (EWG) regularly assess performance against these targets and will work to achieve greater reductions where they may be realistically achieved.

## Carbon reduction targets vs actuals



## Carbon reduction projects

The projects which Getech has enacted since producing its baseline for emissions in **2019** have yielded a total reduction of **2331.668 tCO<sub>2</sub>e** to date; averaging a reduction of circa **777 tCO<sub>2</sub>e** per annum and equating to a **60.27%** reduction overall.

All data collection, reporting functions and project actions are overseen by Getech's EWG, who are responsible for reporting this information directly to the board of directors for their consideration. These projects are further informed by the discussions and decisions made by Getech's staff as the business finalises its transition into Employee-Owned Trust (EOT) status.

We recognise that truly meaningful reductions and promoting sustainability can only be achieved through ongoing engagement and collaboration with every single one of our colleagues, as well as those suppliers and customers with whom we conduct business. As a business, we promote a 'sustainability first' ethos in our operational and strategic planning, and we work closely with our community to ensure that we're living up to the full expectations of our environmental responsibilities.

Finally, we continue to improve our monitoring and recording methods to produce relevant and insightful analysis, along with assessment of trends and contributing factors which may influence our projects and their efficacy. To this end, we are working closely with our supply chain to more effectively map the emissions generated within it, with a view to providing more effective reporting to our customers and enable them to make evidence-based decisions which are appropriate for their organisations.

## Certification to BS EN ISO 14001:2015

Getech continues working towards formalising its Environmental Management System (EMS) for certification to the **BS EN ISO 14001:2015** standard. This work includes substantial review and revision of corporate policies and standards, along with supporting guidance and processes to identify and reduce the environmental impacts and material resource costs of all operations.

Getech is currently maintaining and improving a robust Environmental Management System (EMS), including policies, standards, guidance and processes to identify and reduce the environmental impacts of all operations. Through the collaboration of the Estate Management and Project teams, our IT Project team and the EWG, we intend to establish and assess the requirements for Getech to achieve ISO14001 certification by **2025**.

## Electricity management measures

To date, Getech has reduced its energy consumption by **32.14%** when compared to initial **2019** baseline figures. This equates to an average reduction of **33,248.33 kWh** per annum; or a total reduction of **99,745 kWh**.

We continue to manage our electricity supply closely, ensuring that all energy consumed by the business is generated from renewable and sustainable sources. All projects and activities are carefully coordinated to ensure that energy efficiency remains a key concern, with lowest energy and carbon cost options given precedence over less sustainable alternatives. We also remain dedicated to operating effective power management policies on all company devices, ensuring that hardware is provisioned appropriately for the purposes it is required; this means that devices are powered down when not in use, of a suitable specification to meet requirements, configured to prioritise energy efficiency, and used in a manner which is consistent with industry best practices. All activities are planned with a view to reusing existing devices to prevent overprovisioning wherever possible, and any devices in use must have an efficient and effective consumption of power, with those which are drawing additional power needlessly or are over-specified for the project being replaced with an appropriate alternative. The long-term goals of these activities are to reduce the overall energy consumption of the business, to reduce operational costs and to promote an energy efficiency ethos which is supported by all members of our team.

## Heating and cooling management measures

Following our previous transition to the use of energy-efficient IR lamp systems to heat large-volume spaces, Getech has now eliminated its use of gas fossil fuels entirely. Whilst we are awaiting the physical disconnection of the gas meter at our premises, we have now been gas-free since early 2022. We also continue to enforce a 'closed door' policy to ensure that premises are effectively secured, improve the energy efficiency of various spaces throughout the building and to enable us to further assess the external surface insulation of premises and the levels of heating or cooling required for ideal operations. Further to our migration of business operations to a cloud-based environment, we continue to work towards decommissioning our datacentres/server rooms. This will drastically reduce the levels of cooling required to maintain hardware stability throughout our remaining infrastructure.

## Waste management measures

Having identified waste management and Scope 3 emissions as substantial contributing factors to our overall emissions profile, Getech has worked closely with its new waste management partner to ensure that the maximum volume of waste is directed through recycling channels on a consistent and ongoing basis; as such, Getech has been able to recycle **98.54%** of its waste in **2022**. We continue to segregate all waste at source, ensuring that it is effectively disposed of appropriately; of the **4.44 tonnes** of cardboard and **4.05 tonnes** of dry mixed recycling (DMR) which were generated during **2022**, we're very pleased to report that **100%** was safely recycled and returned to the circular economy.

## Print reduction measures

As Getech's systems and processes continue to be further digitised, the removal and scaling back of print devices throughout the premises remains ongoing. Further assessment of our printing requirements has also identified areas in which printing cannot be eliminated (from an operational perspective), and as such we have begun to research alternative technologies which we might employ to address these obstacles. The business continues to operate a printer queue management system, with two multi-functional print devices provided to facilitate business activities.

Getech continues to assess the viability of implementing a 'follow me' printing solution within its premises, which will seek to further reduce waste, printing costs and associated carbon emissions by only releasing print jobs to the device when the staff member is physically stood at the printer.

## Upstream and downstream transport measures

In efforts to enhance our reporting, we have engaged our supply chain partners to begin providing more comprehensive data and insights into carbon costs and emissions associated with upstream and downstream distribution and transportation. With a view to providing more transparent informational reporting to our customers and their end users, Getech continues to emphasise the importance of accurate and thorough record-keeping.

As part of the drive towards fostering a more sustainable supply chain, Getech has committed to comprehensive audits of its Tier 1 supply partners, along with those subcontractors it engages routinely in providing goods and services to customers. As such, we will be conducting a substantial review of our subcontractors and couriers in coming months and will be seeking to place business with those companies which share our commitment to environmentally conscientious business practices.

## Business transport measures

We continue to ensure that every project or activity we undertake as a business gives prioritisation to lowest carbon costs for transport and logistics. We encourage all of our colleagues to engage with sustainable and low carbon cost means of transport and we continue to invest in our own low-carbon infrastructure to support non-carbon emitting vehicles across our premises; as a result, we've seen a substantial increase in the numbers of fully electric and hybrid vehicles being used by our staff.

All projects, deployments, deliveries and installations are coordinated to ensure that low carbon emitting vehicles and modes of transport remain prioritised, and to ensure that routes are effectively planned and monitored to ensure maximum carbon efficiency. Where our colleagues may be travelling nationally, or even internationally, we always encourage them to use low carbon emitting means of travel, such as public transport options where they are readily available.

Getech's own infrastructure, which includes a number of charging bays for electric vehicles (EVs) and hybrid vehicles, continues to be developed and expanded to address the changing landscape of sustainable business travel. Getech has also implemented a successful salary sacrifice scheme for the provision of electric vehicles and continues to take measures to review the current corporate fleet of vehicles in use. Our Fleet Manager reviews each vehicle in the corporate fleet at the point of renewal to determine whether the vehicle is still required, and whether any more sustainable alternative may be found to meet the requirements of the business.

Getech also actively engages with local councils and community members to encourage the use of public transport, promote the move away from high carbon-generative modes of transport, foster greater personal responsibility and awareness of environmental impact and to support walking and cycling in the area. Through various direct channels and business outreach/engagement programmes, we intend to continue to discuss and promote these topics wherever possible.

In encouraging colleagues to adopt low carbon emitting means of commuting, with a view to promoting an ethos of sustainably focused commuting throughout the business, Getech works to develop a robust and deepened understanding of its transportation requirements. By more effectively comprehending the transport needs of the business and our colleagues, we aim to increase the use of public transport, walking, car sharing and cycling as means of commuting to work regularly. Getech has further plans to investigate options for providing charging points for electric bicycles, and to establish a salary sacrifice scheme for the procurement of bicycles and public transport passes or tickets where possible.

## Carbon offsetting

At Getech, we believe that the first and most effective means of achieving net zero emissions is the long-term elimination of carbon-generating activities and resources. With that said, it is increasingly common for businesses to engage in carbon offsetting to address their environmental impact.

As research in the field continues, we pay close attention to any developments in the prevailing wisdom regarding the reduction of carbon emissions. More than ever, it remains vital that we continue our commitment to implement practical and proactive measures which substantially reduce the need for offsetting, thus contributing to the net zero ambitions of the United Kingdom and alleviating the weight of responsibility on carbon offsetting to save the day.

Getech aims to address carbon reduction with a holistic approach, with the understanding that achieving true net zero emissions will involve a combination of methodologies and schools of thought; by extension of this, we view carbon offsetting as an alternative methodology at this time, though we have given consideration towards mapping and offsetting our historic emissions via Gold-standard projects which focus on rewilding and reforestation throughout our local and national communities.

We remain dedicated to our ultimate aim of achieving net zero carbon emissions by **2040**; however, we are also investigating the opportunity to become carbon negative and environmentally positive before this goal, by sequestering carbon in excess of our levels of emissions and actively addressing carbon levels beyond those created by our business.

## Project management measures

As an expansion of our ethos of “sustainability first,” Getech places carbon management and environmental awareness at the very heart of all internal and external projects. Engaging and insightful ongoing collaboration with our supply chain and our customers enables us to understand the needs of our customers and business more accurately, ensuring that we provide the most effective and appropriate solutions at the right times. As we continue to liaise with customers and suppliers, we aim to ultimately provide comprehensive and transparent carbon reporting to support effective evidence-based decision making.

We also promote the ethos of “Rethink, Reduce, Reuse and Recycle”, asking all colleagues to give deeper attention to the requirements of the project brief and to consider where their work can be aligned to achieve more sustainable and environmentally conscious results.

## Measuring success

Effectively reporting on the success of our environmental measures is a key tool in our repertoire when promoting and expanding sustainability and environmentally sustainable business practices. We employ a wide range of methods to tackle our carbon emissions, but each remains consistent and measurable, providing us with intimate observations and performance data for analysis and assessment. We appreciate the significant value represented by a truly sustainable business model, especially one which actively promotes longevity and environmentally conscious proactive behaviours. We will continue to employ our every effort to ensure that Getech remains committed to effective carbon reduction, and that its methods and means are aligned with those best practices as fostered within the sustainable business community.

## Declaration and sign-off

This Carbon Reduction Plan (CRP) has been completed in accordance with **PPN 06/21** and the associated guidance and reporting standard for Carbon Reduction Plans.

Emissions have been recorded and reported in accordance with the published reporting standard for Carbon Reduction Plans and the GHG (greenhouse gas) Reporting Protocol corporate standard<sup>1</sup> and uses the appropriate Government emission conversion factors for greenhouse gas company reporting<sup>2</sup>.

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<sup>3</sup>.

**This Carbon Reduction Plan has been reviewed and signed off by the board of directors (or equivalent management body).**

Signed on behalf of Getech Limited:



**Richard Maclean, Director**

Date: 24/09/2023

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>