

# CARBON REDUCTION PLAN

## eScribers Ltd

### Commitment to achieving Net Zero

Our aim is to ensure that our continued growth as leaders in our field is realised through sustainable and environmentally responsible practice. eScribers is, therefore, committed to achieving net zero carbon emissions by 2050. This plan covers locations in the UK for which eScribers Ltd have operational control, comprising the below location:

*Ludgate House, 107-111 Fleet Street, London EC4A 2AB*

### 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.

<b>Baseline Year: 2022</b>	
<b>Additional Details relating to the Baseline Emissions calculations.</b>	
eScribers Ltd has not previously assessed or reported emissions; this will be eScribers' first reporting period. Furthermore, eScribers operates as a primarily remote and online business; therefore, our carbon emissions at the current time are already quite minimal.	
<b>Baseline year emissions:</b>	
<b>EMISSIONS</b>	<b>TOTAL (tCO<sub>2e</sub>)</b>
<b>Scope 1</b>	N/A
<b>Scope 2</b>	N/A.
<b>Scope 3 (Included Sources)</b>	17,117.00948 total kg CO <sub>2e</sub>
<b>Total Emissions</b>	17,117.00948 total kg CO <sub>2e</sub>

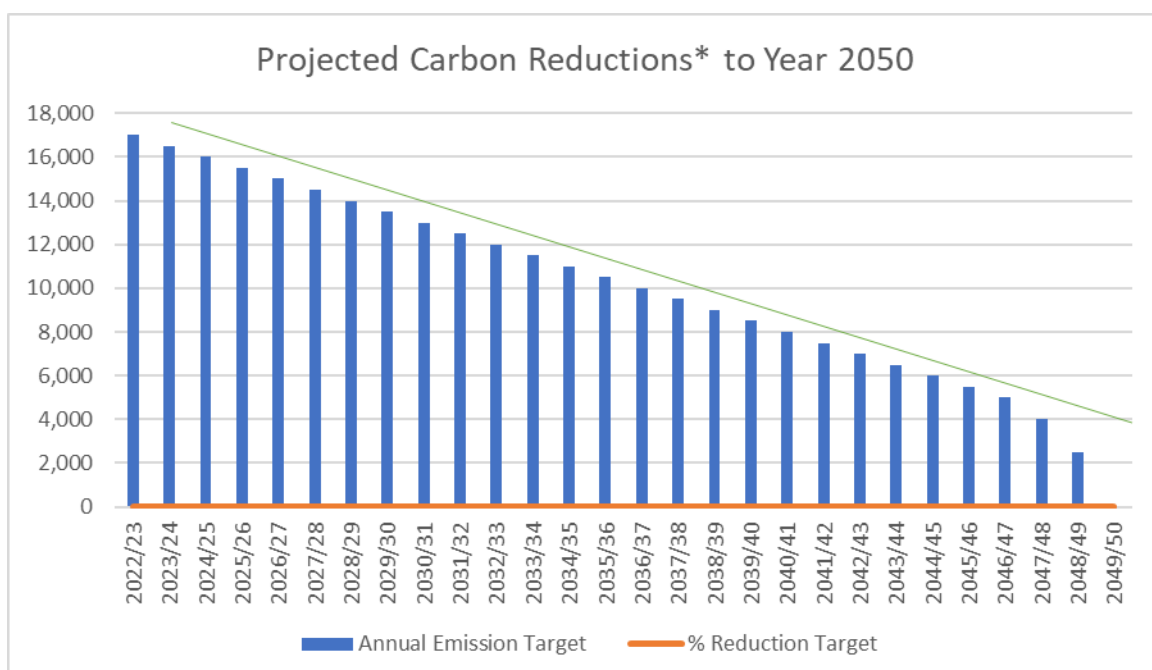
## Current Emissions Reporting

Reporting Year: 2022	
<b>EMISSIONS</b>	<b>TOTAL (tCO<sub>2</sub>e)</b>
<b>Scope 1</b>	N/A
<b>Scope 2</b>	N/A
<b>Scope 3 (Included Sources)</b>	17,117.00948 total kg CO <sub>2</sub> e
<b>Total Emissions</b>	17,117.00948 total kg CO <sub>2</sub> e

### Emissions reduction targets

To achieve Net Zero, we are targeting, as a minimum, a 2% fall in carbon emissions year-on-year (normalised to revenue) to take us on a linear path to the financial year 2050. As we continue to refine our data reporting, and the impacts resulting from the projects described below become known, we will continue to update this chart showing actual performance against the original target.

We project that carbon emissions will decrease over the next five years to 14,549.45806 tCO<sub>2</sub>e by 2027 (assuming current company revenue). This is a reduction of 15%



\* Assuming flat company revenue

## Carbon Reduction Projects

eScribers is committed to a program of continual environmental performance in support of our overall ambition of achieving carbon neutrality by 2050. Recognising these commitments, we are exploring the following carbon reduction projects and improvement strategies.

The following environmental management measures and projects will equate a **3%**ge Year-on-Year reduction against the 2022 baseline.

Carbon Reduction Projects and Improvement Strategies		Detail
1	Continue to offer hybrid and remote working as a business standard where possible to reduce employee commuting.	The business has offered hybrid working to all staff whose job roles allow. Although this was initially implemented as part of the COVID-19 response we intend to keep this in place where possible. <b>Measurement:</b> Data obtained from individual employee HR records detailing how many times per week they travel to work, the mileage for the trip to and from work round trip and the most common mode of transport. Total miles or kilometres were required per mode of transport by DEFRA conversion factor for KgCO <sub>2</sub> -e in the reporting year.
2	Reduce Business Travel	Using Microsoft365 and Teams Platform to encourage company meetings to be hosted online. <b>Measurement:</b> Using data obtained from: HR record of business mileage claimed, by vehicle type; KgCO <sub>2</sub> -e data supplied by main travel provider for air, rail, and hotel accommodation; purchase orders raised detailing start/end points of road, taxi, rail, air, and sea travel.
3	Continue to refine and improve data capture of Scope 3 items.	Due to missing, or only partially available data in certain scope 3 items we have had to approximate elements of downstream transportation/distribution, employee business travel and employee commuting, all of which have been detailed in the 'Emissions Methodology' table. eScribers will continue to refine our data capture of scope 3 with the goal of eliminating the need to sample or estimate emissions. We will achieve this through the ongoing project to develop our Sustainability Dashboard and seek assistance from third parties where necessary.
4	Have our reporting data and methodology verified by an independent third party.	We recognise that independent verification of our data capture, calculation and reporting methodology will both support Improvement Strategy #1 and will provide eScribers with assurances that we are capturing the full terms of our reporting obligation.
5	Programme of 'Energy Efficiency' training.	Awareness training can enable staff to appreciate and use the energy of buildings more effectively. We are exploring the use of energy efficiency training as a means of focussing staff attention on energy efficient practices and of empowering them to identify and feedback on potential improvements.

## 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<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:

Signed by: Aryeh Bak  
Position: Chief Executive Officer  
Publication Date: 19 December 2022  
Next Review Date: 19 December 2024

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<sup>1</sup> <https://ghgprotocol.org/corporate-standard>

<sup>2</sup> <https://www.gov.uk/government/collections/government-conversion-factors-for-company-reporting>

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