



## **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 must be completed by the bidding supplier entity and must meet the reporting requirements set out in supporting guidance and include the supplier's current carbon footprint and commitment to reducing emissions to achieve Net Zero emissions by 2050.

The Carbon Reduction Plan should be updated regularly (at least annually) and published and 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 Output

Supplier name: Quantexa Limited

Publication date: 4<sup>th</sup> January 2023

## Commitment to achieving Net Zero

**Quantexa Ltd** 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.

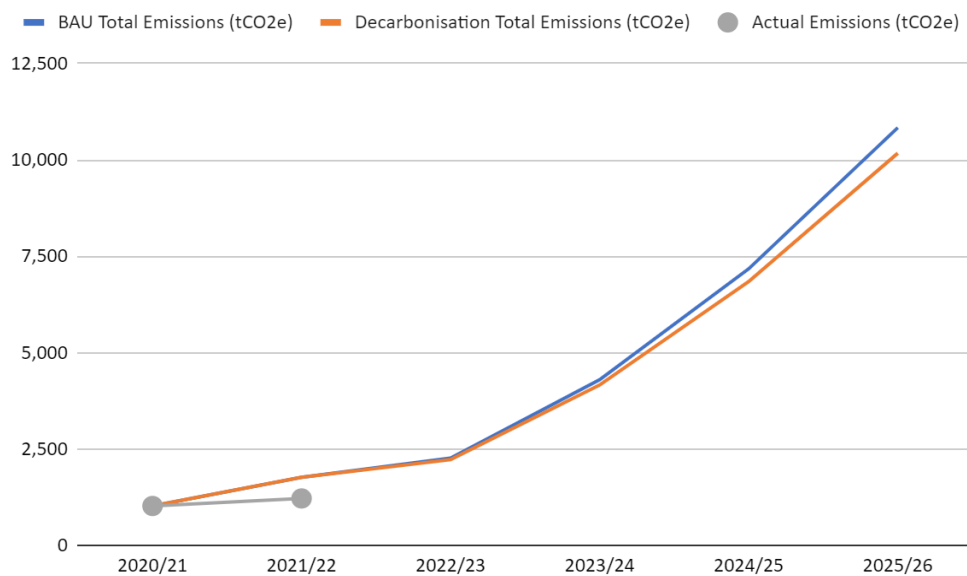
<b>Baseline Year: FY2020/2021 (1st April 2020 – 31<sup>st</sup> March 2021)</b>	
<b>Additional Details relating to the Baseline Emissions calculations.</b>	
<p>The data presented below covers all scopes required to meet PPN-0621 broken down into Scope 1,2 and 3.</p> <p>The data used to generate these calculations was provided by our landlord “WeWork” alongside other Scope 3 data which was generated using internal data sources.</p> <p>The baseline date for the calculations has been agreed, that Quantexa will follow the financial year, this has been approved by Quantexa Leadership.</p> <p>The submitted calculations includes data from all Quantexa’s global locations as presented and made available for the purposes of this PPN 0621 report.</p> <p>Quantexa has partnered with <a href="https://www.altruistiq.com/">https://www.altruistiq.com/</a> to perform the calculations for the submission of this plan. Quantexa management provide oversight and Altruistiq produce the carbon reduction plan going forward using industry approved methods to meet the requirements of PPN 06/21.</p>	
<b>Baseline year emissions: FY2020/2021 (1st April 2020 – 31<sup>st</sup> March 2021)</b>	
<b>EMISSIONS</b>	<b>TOTAL (tCO<sub>2</sub>e)</b>
<b>Scope 1</b>	<b>0 t CO<sub>2</sub>e</b>
<b>Scope 2</b>	<b>0 t CO<sub>2</sub>e</b>
<b>Scope 3 (Included Sources)</b>	<b>Category 1 Purchased Goods &amp; Services = 893 t CO<sub>2</sub>e</b> <b>Category 8 Upstream Leased Assets = 83 t CO<sub>2</sub>e</b> <b>Category 7 Employee Commuting = 41 t CO<sub>2</sub>e</b> <b>Category 5 Waste Generated in Operations = 2 t CO<sub>2</sub>e</b>

	<p>Category 6 Business Travel = 1 t CO2e</p> <p>Please note emissions associated with Upstream Transportation and Distribution are included within Category 1 Purchased Goods &amp; Services. Downstream Transportation and Distribution is not relevant to the Quantexa operating model.</p>
<b>Total Emissions</b>	<b>1,020 t CO2e (UK Only)</b>

<p><b>Reporting Year: FY2021/2022 (1st April 2021 – 31<sup>st</sup> March 2022) - UK</b></p> <p>Please note that emissions arising from the use of the <b>Category 8 Upstream Leased Assets</b> (natural gas for heating and electricity) have been reallocated to scope 1 and scope 2 respectively in FY21/22, based on operational control, hence the increase from FY20/21.</p>	
<b>EMISSIONS</b>	<b>TOTAL (tCO<sub>2</sub>e)</b>
<b>Scope 1</b>	<b>23.99 t CO2e</b>
<b>Scope 2</b>	<p><b>0 t CO2e (Market Based)</b></p> <p><b>59 t CO2e (Location Based)</b></p>
<p><b>Scope 3</b> (Included Sources)</p>	<p><b>1192.43 t CO2e</b></p> <p><b>Category 1 Purchased Goods &amp; Services – 994.69 0 t CO2e</b></p> <p><b>Category 3 Other Fuel &amp; Energy Related Activities 7.45 0 t CO2e</b></p> <p><b>Category 4 Upstream Transportation and Distribution – 0 t CO2e*</b></p> <p><b>Category 6 Business Travel – 140.88 t CO2e</b></p> <p><b>Category 5 Waste Generated in Operations – 0.3 t CO2e</b></p> <p><b>Category 7 Employee Commuting – 49.13 t CO2e</b></p> <p><b>Category 8 Upstream Leased Assets - 0 t CO2e</b></p> <p><b>Category 9 Downstream Transportation and Distribution - 0 t CO2e*</b></p> <p><b>*Please note emissions associated with Upstream Transportation and Distribution are included within Purchased Goods &amp; Services because we are unable to collect detailed emissions data from our Upstream logistics within our supply chain. Downstream Transportation and Distribution is not relevant to the Quantexa operating model.</b></p> <p><b>This request is catered for within <u>Category 1 Purchased Goods &amp; Services</u> based on internal data. Quantexa does not have the ability to gather this data. This would entail collecting data such as Quantities of fuel (e.g., diesel, petrol, jet fuel) consumed, the amount spent on fuels, distance travelled etc. This is not possible for the number of purchases made by Quantexa.</b></p> <p><b>Quantexa has followed the GHG Protocol Scope 3 guidance which sets out a hierarchy of approaches. Based on the data available the option of using a spend-based data method was selected. Quantexa are unable differentiate between money spent on a</b></p>

	<p>good or service and the delivery cost which are often included within the total spends. Therefore, a spend-based approach has been used. A spend-based emissions factor relevant to the good and service is applied and accounted for under Scope 3 Category 1 purchased goods and services.</p> <p>The link below details the spend-based method selected.</p> <p><a href="https://ghgprotocol.org/sites/default/files/standards_supporting/Chapter4.pdf">https://ghgprotocol.org/sites/default/files/standards_supporting/Chapter4.pdf</a></p>
<b>Total Emissions</b>	<b>1216.42 t CO<sub>2</sub>e (Please note emissions reported are using a Market Based Scope 2)</b>

## Emissions Reduction Targets



Quantexa took an operational control approach for the data collection, which included the GHG Inventory for all GHG emissions. This approach was believed to be the most valuable means of reporting and helping our Quantexa leadership to make impactful and sustainable decisions. Please note that emissions arising from the use of the leased office space (natural gas for heating and electricity) have been reallocated to scope one and scope two, respectively, in FY21/22, hence the increase from FY20/21, where these were allocated to scope three category 8. Renewable energy was not considered in FY20/21. However, in FY21/22, London (UK) has all accounted for using renewable energy. The remaining emissions were then placed within Scope 3. Electricity usage data, where possible, was taken from various data-gathering exercises.

The vastly improved recycling processes implemented by WeWork led to a considerable drop in waste output. WeWork reported in 2020/2021 that Quantexa generated eight tonnes of waste. In 2021/2022, due to these improvements, this dropped to 830kg. Regarding stationary combustion, which covers natural gas combusted for heating, some data gaps were identified by Altruistiq. Data gaps were filled using an estimation method provided by Altruistiq, using a kWh intensity per unit of floor space for the London office. Calculating emissions from stationary combustion was not applicable at the Singapore facility, as they do not have any heating systems. Instead, use a kWh intensity per unit of floor space for the London office.

Business travel and commuting have increased post-pandemic. This increase is expected due to Quantexa's client base, coupled with an employment increase of 55% from April 2021 to April 2022. (41.9% in London). This led to a rise in Purchased Goods and Services emissions by 66%.

## Carbon Reduction Projects

Climate change is one of the biggest challenges we face globally, and Quantexa is 100% committed to playing its part in the fight against it, not just in the lead-up to 2030 but continuing where we left off and pushing harder than ever. We recognise this is an urgent matter, and we know that our clients expect no less from us, and we will do our utmost to meet all targets.

This report outlines the methodology Altruistiq uses to model a potential decarbonisation scenario for Quantexa based on initiatives that Quantexa presented. Several assumptions were made to estimate future emissions under a Business as Usual ("no change") design and a Decarbonisation Scenario. All the initiatives Quantexa presented, along with assumptions used on how they would impact Quantexa's baseline.

- Partner with Ecologi to directly fund climate solutions that will help to reduce or remove emissions by introducing a carbon offset program and work towards becoming a climate-positive workforce
- Continue to monitor and report the carbon output generated by all business travel using a dedicated portal and incorporate into the carbon offset programme
- Continue to embed our hybrid working programme
- Further environmental knowledge and positive action through our products and services and, accordingly, conduct our business with the lowest environmental impact
- Where possible, move to a virtual meeting first environment
- Cycle to work scheme
- Implement tooling to measure DE&I via an anonymised data baseline to pinpoint areas of improvement and focus our priorities
- Embed inclusive and equitable processes and practices across the entire talent journey, from attraction through to onboarding, learning, and performance management
- Provide our leaders and managers with education around embedding change by setting up inclusive behaviours and everyday routines through behavioural nudges and training
- Continue regular well-being seminars around key focus areas and topics and build out discussion forums for education and understanding
- Generating local social value through volunteering and investing in our communities
- Planning for mandatory annual ESG training for all employees

## Declaration and Sign Off

This Carbon Reduction Plan has been completed in accordance with PPN 06/21 and associated guidance and reporting standards 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>.

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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>

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 the Supplier:**

DocuSigned by:  
*Ray O'Brien*

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Ray O'Brien

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