



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.

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

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: Quantexa Limited

Publication date: 10/2025

Commitment to achieving Net Zero

Quantexa Limited 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: FY 24/25 (01/04/2024 - 31/03/2025)
Additional Details relating to the Baseline Emissions calculations.
<p>The data presented below covers all scopes required to meet PPN 06/21 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. Additionally, we have estimated emissions for relevant activities for which data was unavailable.</p> <p>It is agreed that Quantexa will follow the financial year (FY) for the baseline and future emission reporting, this has been approved by Quantexa Leadership. A re-baselining was conducted in this reporting year FY 24/25 due to the increased availability of data and refined methodologies.</p> <p>The submitted calculations include data from Quantexa’s UK location as presented and made available for the purposes of this PPN 06/21 report.</p> <p>Quantexa has partnered with Armonia consulting to perform the calculations for the submission of this plan. Quantexa management provide oversight and Armonia produce the carbon</p>

reduction plan going forward using industry approved methods to meet the requirements of PPN 06/21.	
Baseline year emissions: FY 25 (01/04/2024 - 31/03/2025) (from sources in the United Kingdom)	
EMISSIONS	TOTAL (tCO₂e)
Scope 1	21.5
Scope 2 (market based)	0
Scope 3 (Included Sources)	Category 1 Purchased Goods & Services = 2,293 Category 3 Fuel and Energy Related Activities = 20.2 Category 5 Waste Generated in Operations = 0.9 Category 6 Business Travel = 1,205.6 <ul style="list-style-type: none">- Air: 957.4- Taxi: 179.4- Train: 21.3- Hotel: 11.4- Mileage: 23.2- Public transport (miscellaneous): 12.9 Category 7 Employee Commuting Incl. working from home = 361.2 <ul style="list-style-type: none">- Commuting: 210.7- Homeworking: 150.5
Total Emissions	3,902.8

Current Emissions Reporting

Reporting Year: FY 24/25 (01/04/2024 - 31/03/2025) (from sources in the United Kingdom)	
EMISSIONS	TOTAL (tCO₂e)
Scope 1	21.5

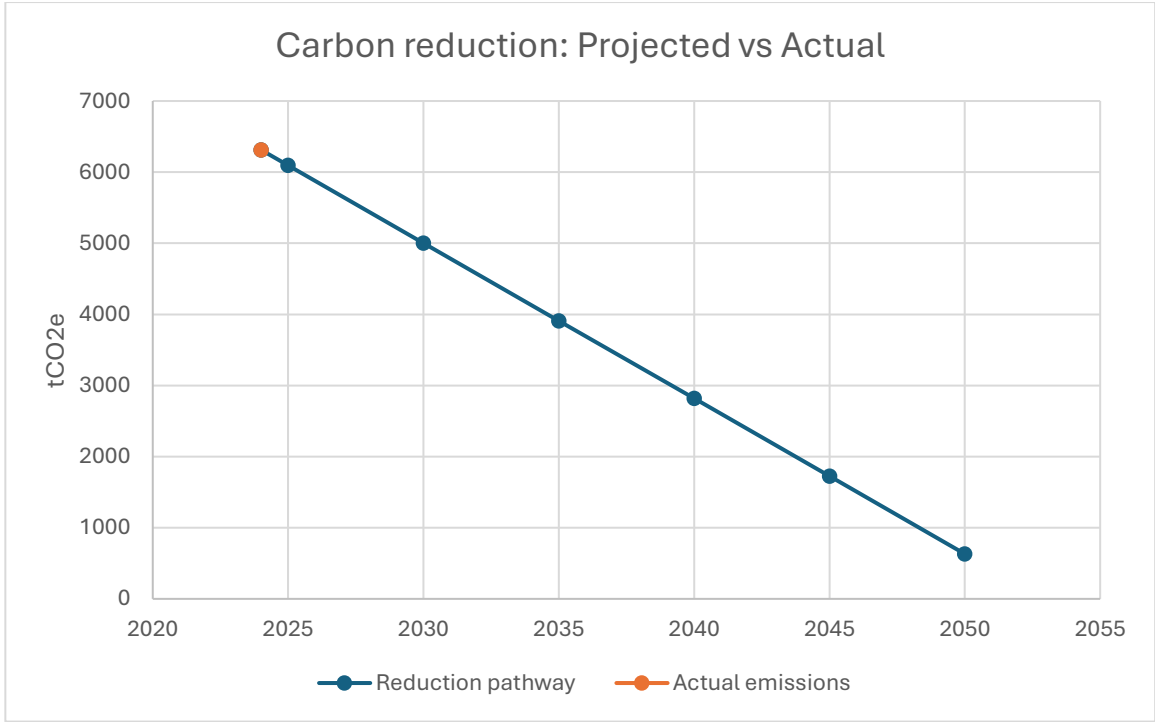
Scope 2	0
Scope 3 (Included Sources)	Category 1 Purchased Goods & Services = 2,293 Category 3 Fuel and Energy Related Activities = 20.2 Category 5 Waste Generated in Operations = 0.9 Category 6 Business Travel = 1,205.6 <ul style="list-style-type: none"> - Air: 957.4 - Taxi: 179.4 - Train: 21.3 - Hotel: 11.4 - Mileage: 23.2 - Public transport (miscellaneous): 12.9 Category 7 Employee Commuting Incl. working from home = 361.2 <ul style="list-style-type: none"> - Commuting: 210.7 - Homeworking: 150.5
Total Emissions	3,902.8

Emissions reduction targets

To continue our progress to achieving Net Zero, we project that total global carbon emissions will decrease to 631.4 tCO₂e by 2050. This is a reduction of 90%. Progress against this global target will be shown in future submissions. The global emissions linked to the above global reduction target were as follows:

- Scope 1: 21.5 tCO₂e
- Scope 2: 30.2 tCO₂e (Market-based)
- Scope 3: 6,262. tCO₂e

Progress against this target can be seen in the graph below. Quantexa conducted a re-baselining in this reporting year (FY 24/25) due to the increased availability of data and refined methodologies. The 'Actual emissions' (orange line) shows the start of the trend from the new baseline. The 'Reduction pathway' (blue line) is shown from the new baseline and ends at a 90% reduction from baseline emissions in 2050.



A re-baselining was conducted in this reporting year FY 24/25 due to the increased availability of data and refined methodologies. Emission data has been calculated since FY 20/21. However, in the graph above we show emissions data from the new baseline year.

Carbon Reduction Projects

The following carbon reduction initiatives and projects have been completed or implemented in the FY25 reporting year. The carbon reduction initiatives and estimated percentages that were included in the previous report have not been included here, as we have not been able to accurately quantify the exact contribution of those actions to emissions reductions. This is something we are working to improve as we build out a more robust net zero roadmap.

Initiative type	Comment	Status
Renewable energy adoption and energy efficiency in office buildings	Renewable energy sourcing across UK office locations was maintained. Building managers are being engaged to further improve energy efficiency.	Active
Energy-efficient equipment replacement (screens, laptops)	Policy to ensure replacements are with energy-efficient models	Active
Virtual meeting-first policy (reduced travel)	Reduced air/business travel by shifting meetings online	Active
Employee commuting – cycle-to-work	Encouraged employees to cycle or use public/sustainable transport	Active

Electric Vehicle Employee incentive programme	A partnership with a EV provider allows reduced rentals of electric vehicles for employees.	Active
Business travel monitoring & Uber for Business emissions accountability and expanding the use of Navan for this purpose	Portal to track carbon emissions from travel, with employee accountability	Active
Recycling & waste minimisation programmes	Awareness campaigns, recycling initiatives, minimising waste generation	Active

In addition to what is listed in the table above, Quantexa is preparing to host a company-wide sustainability learning event in early 2026. This event will serve as an opportunity to deepen understanding, inspire action, and reinforce the importance of sustainability across all levels of the business, ensuring that employees are informed, engaged, and empowered to contribute to the company’s long-term environmental goals.

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:

Signed by:

Ray O'Brien

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9/10/2025 | 10:16 AM BST

Signed by:

Charlie Tauszky

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9/10/2025 | 9:52 AM BST

Date:

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Paul Lamb

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9/10/2025 | 9:26 AM BST

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>