



› Secure, Simplify, Collaborate

# Carbon Reduction Plan



Author: Simon Twigger  
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Prolinx Ltd, Unit 81-82, Shrivenham Hundred Business Park, Majors Road, Watchfield, Swindon, SN6 8TY

# Carbon Reduction Plan

Supplier name: Prolinx Ltd

Publication date: 4<sup>th</sup> September 2024

## Commitment to achieving Net Zero

Prolinx 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:</b>	
<b>Additional Details relating to the Baseline Emissions calculations.</b>	
Prolinx Ltd has based its Carbon Reduction Plan on the position of not being a company that manufactures products, but sources products to use to deliver its services. Baseline Emissions are the same as the current year as this is the first annual CRP report submission.	
<b>Baseline year emissions: 1 July 2021 – 30 June 2022</b>	
<b>EMISSIONS</b>	<b>TOTAL (tCO<sub>2</sub>e)</b>
<b>Scope 1</b>	<b>0.418</b>
Company Owned Vehicles (internal combustion engine)	0.202
Generators or backup equipment	0.216
Emergency Equipment (Fire Suppression)	0
<b>Scope 2</b>	<b>200.770</b>
Gas	0
Office Electricity	162.524

<b>Home Working Electricity</b>	2.252
<b>Office Heating (included in Electricity)</b>	0
<b>Heating for Home Working</b>	35.994
<b>Cooling (R410A)</b>	0
<b>Scope 3</b>	<b>115.441</b>
<p><b>Upstream transportation and distribution</b></p> <p>Transportation and distribution of products purchased by Prolinx in the reporting year between a company's tier 1 suppliers and its own operations (in vehicles and facilities not owned or controlled by Prolinx). Transportation and distribution services purchased by the reporting company in the reporting year, including inbound logistics, outbound logistics (e.g., of sold products), and transportation and distribution between a company's own facilities (in vehicles and facilities not owned or controlled by the reporting company).</p>	18.441
<b>Purchased Goods and Services</b>	Not included. This will be accounted for by the manufacturer/consumer.
<b>Capital Goods</b>	Not relevant. Captured under Scope 1.
<b>Fuel and Energy-Related Activities</b>	Not applicable. Captured under Scope 1 and Scope 2.
<p><b>Waste Generated in Operations</b></p> <p>Disposal and treatment of waste generated in Prolinx Ltd operations in the reporting year (in facilities not owned or controlled by Prolinx Ltd). This includes the transportation of waste.</p>	0.307
<b>Business travel</b>	10.698
<b>Employee commuting</b>	77.317

<b>Upstream Leased Assets</b>	Not relevant. Prolinx Ltd does not lease assets.
<b>Downstream transportation and distribution</b> Transportation and distribution of products sold by Prolinx Ltd in the reporting year between the reporting company's operations and the end consumer, in vehicles and facilities not owned or controlled by Prolinx Ltd.	8.678
<b>Processing of Sold Products</b>	Not relevant. Prolinx Ltd does not manufacture products.
<b>Use of Sold Products</b>	Not relevant. Prolinx Ltd does not manufacture products.
<b>End-of-Life Treatment of Sold Products</b>	Covered under Upstream Waste Generated in Operations.
<b>Downstream Leased Assets</b>	Not relevant. Prolinx Ltd does not lease assets externally. All leased assets remain in the Prolinx Datacentre and are therefore covered under Scope 2 Electricity.
<b>Franchises</b>	Not relevant. Prolinx Ltd does not own franchises.
<b>Investments</b>	Not relevant according to the GHG Protocol as Prolinx Ltd is not a financial institution.
<b>Total Emissions</b>	<b>316.629</b>

## Current Emissions Reporting

<b>Current Year:</b>	
Prolinx Ltd has based its Carbon Reduction Plan on the position of not being a company that manufactures products, but sources products to deliver its services.	
<b>Current year emissions: 1 July 2023 – 30 June 2024</b>	
<b>EMISSIONS</b>	<b>TOTAL (tCO<sub>2</sub>e)</b>
<b>Scope 1</b>	<b>2.083</b>
Company Owned Vehicles (internal combustion engine)	1.571
Generators or backup equipment	0.512
Emergency Equipment (Fire Suppression)	0
<b>Scope 2</b>	<b>198.285</b>
Gas	0
Office Electricity	149.235
Home Working Electricity	2.397
Office Heating (included in Office Electricity)	0
Home Working Heating	38.301
Cooling (R410A)	8.352
<b>Scope 3</b>	<b>114.548</b>
<b>Upstream transportation and distribution</b> Transportation and distribution of products purchased by Prolinx in the reporting year between a company's tier 1 suppliers and its own operations (in vehicles and facilities not owned or controlled by Prolinx). Transportation and distribution services purchased by the Prolinx Ltd in the reporting year, including inbound logistics, outbound logistics (e.g., of sold products), and transportation and distribution between a company's own facilities (in vehicles and facilities	6.985

not owned or controlled by the reporting company).	
<b>Purchased Goods and Services</b>	Not included. This will be accounted for by the manufacturer/consumer.
<b>Capital Goods</b>	Captured under Scope 1.
<b>Fuel and Energy-Related Activities</b>	Captured under Scope 1 and Scope 2.
<b>Waste Generated in Operations</b> Disposal and treatment of waste generated in Prolinx Ltd operations in the reporting year (in facilities not owned or controlled by Prolinx Ltd). This includes the transportation of waste.	0.082
<b>Business travel</b>	12.089
<b>Employee commuting</b>	80.536
<b>Upstream Leased Assets</b>	Not relevant. Prolinx Ltd does not lease assets.
<b>Downstream transportation and distribution</b> Transportation and distribution of products sold by Prolinx Ltd in the reporting year between the reporting company's operations and the end consumer, in vehicles and facilities not owned or controlled by Prolinx Ltd.	14.856
<b>Processing of Sold Products</b>	Not relevant. Prolinx Ltd does not manufacture products.
<b>Use of Sold Products</b>	Not relevant. Prolinx Ltd does not manufacture products.
<b>End-of-Life Treatment of Sold Products</b>	Covered under Upstream Waste Generated in Operations.
<b>Downstream Leased Assets</b>	Not relevant. Prolinx Ltd does not lease assets externally.
<b>Franchises</b>	Not relevant. Prolinx Ltd does not own franchises.

<b>Investments</b>	Not relevant according to the GHG Protocol as Prolinx Ltd is not a financial institution.
<b>Total Emissions</b>	<b>319.154</b>
<p><b>Reporting Year:</b> Our current reporting year has seen an increase in our carbon footprint due to an increase of 26 employees due to business success (a rise of 31% resulting in commuting, home working and office energy usage increases). Upstream transportation figures have reduced by 28% from our 2023 figures (and 62% from our 2022 figures). Our increase in employee commuting figures was partially counter balanced by a number of employees purchasing electric vehicles. It was identified that our employee commuting figures were not correct from previous years (a simple decimal place error). This has now been rectified and all previous reports have been updated with the correct figures.</p>	

## Emissions Reduction Targets

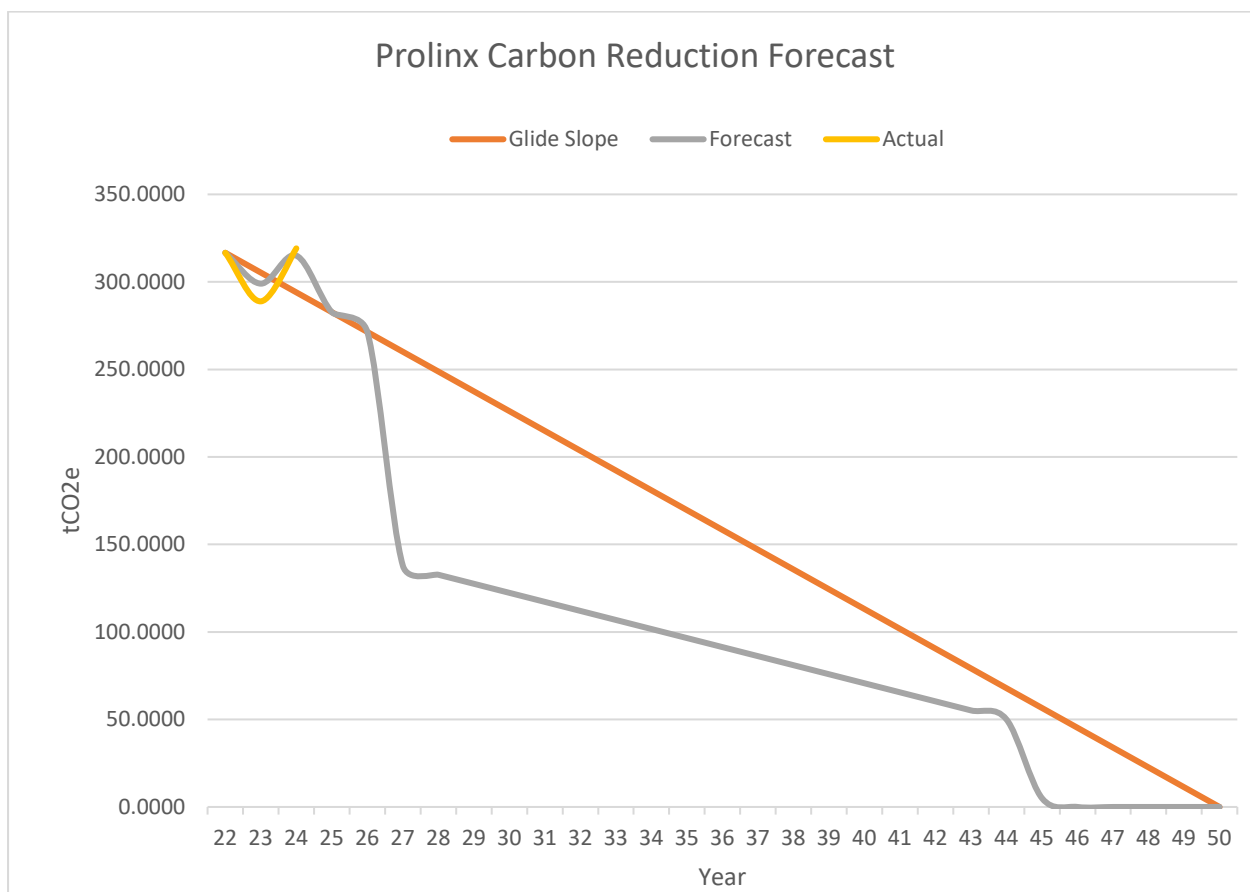
This is the third report generated by Prolinx Ltd.

Investigations into the installation of Solar Panels onto our office roof concluded that the roof is not strong enough to support the weight of those panels. Alternative solutions continue to be explored.

Prolinx Ltd forecasts to switch energy supplier to one that only provides energy from renewable sources. This will reduce our carbon footprint by 47% in today's terms. The aim to complete this within the next three years.

Prolinx Ltd further plans to use Carbon Offsetting in 2045 to compensate for any residual Carbon generation that cannot be reduced/mitigated. This is a last resort for the Prolinx Ltd Board.

Progress against this forecast can be seen in the graph below:





## Carbon Reduction Projects

### Completed Carbon Reduction Initiatives

The following environmental management measures and projects have been completed or implemented since the 2022 baseline:

- Change of Waste Disposal Company to one closer to our datacentre, reducing carbon usage by almost two-thirds from our baseline reporting year.
- Encouragement of employee car sharing.
- Encouragement of public transportation use.
- Employee pushbike incentive.
- Hybrid working model – supporting web remote conferencing and team meetings to further reduce business travel.
- Installation of an additional Electric Vehicle Charging Point.
- Re-use of equipment to reduce the disposal carbon footprint.
- Bulk ordering from suppliers to reduce the number of deliveries.
- Greater utilisation of suppliers on the company-located Business Park to reduce travel carbon footprint.
- Further reduction in air travel (now reduced by 80%).
- Replacement of one company vehicle with a Hybrid vehicle.
- Identification and selection of suppliers that are in closer proximity to Prolinx.
- Identification and selection of suppliers that use electric vehicles.
- New starters receive a reusable bag, a mug and a water bottle.
- Baseline security tier Collaborative Working Environment delivered.
- ISO14001 certified since 2022 ensuring we maintain our Aspects and Impacts register, complete environmental audits and objectives.
- Annual company objective to have zero environmental incidents. There have been zero to date.
- Employee commuting and working from home emissions have been captured. These were derived from an annual survey providing insight into the distance employees travelled for each mode of transport. The survey also includes frequency of commuting versus working from home and the energy consumption. The specific figures per employee have been calculated.

## Carbon Reduction Initiatives Under Consideration

Prolinx Ltd is exploring the implementation of further measures such as:

- Dispose of the remaining diesel pool vehicle if it is not required. If the vehicle is still required, then replace it with a more efficient Hybrid or purely electric vehicle.
- Accelerating the delivery of the additional security tiered Collaborative Working Environment to reduce datacentre hardware usage and therefore power consumption.
- Exploring cost effective investments in renewable energy sources to power our operations. This transition aims to reduce our reliance on non-renewable energy sources significantly (reducing our overall carbon footprint by 47%).
- Exploring the installation of water cooling for the company's primary data centre.
- Enhancing our waste management system to increase recycling rates and reduce overall waste generation, with a particular focus on minimizing single-use plastics and non-recyclable materials.
- Exploring the purchasing of more energy efficient employee laptops to reduce energy usage in the office and for home working.
- Identify and launch initiatives to engage our employees in wider sustainability practices, encouraging behaviours that contribute to carbon reduction both in the workplace and in their own personal lives. One example is the exploration of the implementation of a salary sacrifice scheme for electric car leasing as a means to improve employee acquisition and retention whilst reducing our carbon footprint.
- Considering investing in carbon offsetting projects, such as reforestation and renewable energy projects, to compensate for emissions that cannot be eliminated immediately. This is viewed as a last resort by the Prolinx Ltd Board.
- Work towards more local workforce through an Academy programme with local education.

## 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

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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>

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 Prolinx Ltd board of directors.

**Signed on behalf of the Supplier:**

*Gary Styles*

Director

Date: 2<sup>nd</sup> September 2024

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