

Carbon Reduction Plan



Supplier name: **Optelec Limited** Publication date: **October 2024**

Commitment to achieving Net Zero

Optelec 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: 2023	
Additional Details relating to the Baseline Emissions calculations.	
This is Optelec Limited's first reporting year and therefore the emission values for the baseline year and reporting year are the same.	
Baseline year emissions:	
EMISSIONS	TOTAL (tCO ₂ e)
Scope 1	36
Scope 2	8.83
Scope 3 (Included Sources)	86.4 <i>Business travel</i> <i>Upstream transportation and distribution</i> <i>Purchased goods and services</i> <i>Capital goods</i>
Total Emissions	131

Current Emissions Reporting

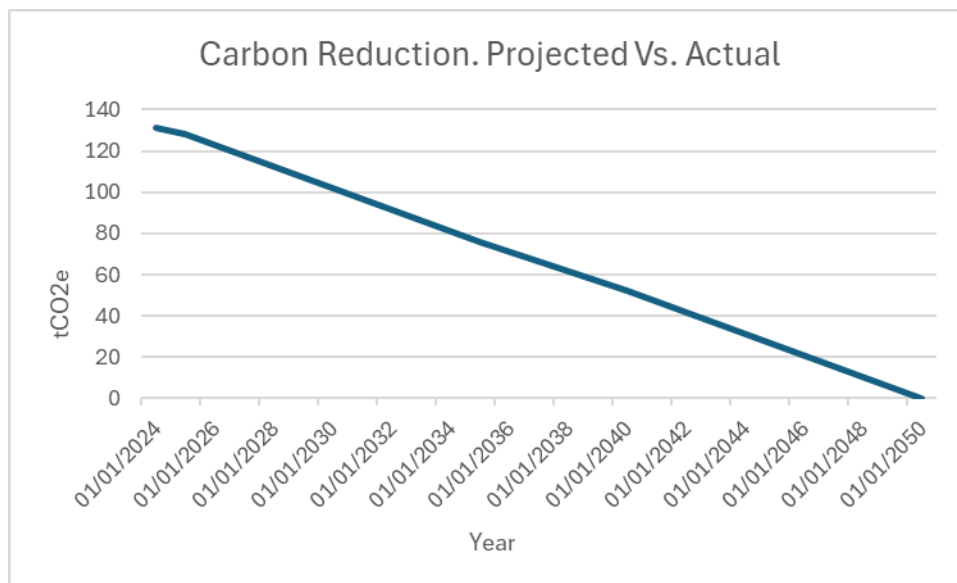
Reporting Year: 2023	
EMISSIONS	TOTAL (tCO ₂ e)
Scope 1	36
Scope 2	8.83
Scope 3 (Included Sources)	86.4 <i>Business travel</i> <i>Upstream transportation and distribution</i> <i>Purchased goods and services</i> <i>Capital goods</i>
Total Emissions	131

Emissions reduction targets

In order to continue our progress to achieving Net Zero, we have adopted the following carbon reduction targets.

We aim to reduce our carbon emissions to 0 tCO₂e by 2050. This would be a reduction of 100%

Our projected Carbon reduction targets are plotted in the graph below along with our baseline (actual) emission for 2023:



Carbon Reduction Projects

Completed Carbon Reduction Initiatives

The following environmental management measures and projects have been completed or implemented prior to 2024(baseline year). It is not possible to calculate the carbon emission reductions that these have achieved as our organisation has not previously calculated/reported these values, however, these measures will be in effect when performing the contract.

Office:

- Switched to more energy efficient lighting, including installation of LED lights.
- Adopted a new procurement strategy for purchasing office equipment that considers energy efficiency and sets minimum energy ratings.

Travel and Cars:

- Business switched to providing hybrid vehicles for the sales team.

Waste Reduction:

- Moved to a paperless office system.
- Promoted recycling through provision of recycling bins in prominent locations accompanied by relevant signage.

Sustainable Procurement:

- Pro-actively sought eco-friendly suppliers for the procurement of office supplies.
- Identified options to source locally to reduce shipping emissions.

In the future we hope to implement further measures, including:

Office:

- Install smart thermostats to optimise and better control heating.
- Encourage staff to turn off equipment when not in use, especially at end of day.
- Identify opportunities to install automatic timers and motion sensor lighting.
- Research options to switch to renewable energy sources, including the possibility to install solar panels or a heat pump.

Travel & Car:

- Promote use of Teams meetings wherever possible to reduce staff travel.
- Business to switch to electric vehicles.
- Encourage staff to travel via the most energy efficient routes to reduce fuel consumption and/or mileage travelled.

Waste Reduction:

- Reuse office supplies and furniture to minimise purchase of new items.

Sustainable Procurement:

- Whenever possible, opt for energy-efficient or recycled materials when purchasing office supplies as standard practice.
- Switch to more sustainable packaging for shipping goods.

Carbon Reduction Awareness:

- Staff to undertake an online course on the importance of achieving net zero and reducing Carbon usage, which educates them on energy saving behaviours and sustainability best practices relevant to our business activities.

Water:

- Install low-flow fixtures to reduce water consumption.
- Encourage water-saving habits including turning off taps when not in use. Look at option to install self-closing taps.

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 standard¹ and uses the appropriate Government emission conversion factors for greenhouse gas company reporting².

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

²<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) Standard³.

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: 

Date: 22/10/24

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