

Carbon Reduction Plan

Supplier name: Mastek (UK) Limited

Publication date: 18th November 2022

Commitment to achieving Net-Zero

Mastek (UK) Limited is committed to achieving Net-Zero emissions by 2030.

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: 2019/20

Additional Details relating to the Baseline Emissions calculations:

This is the baseline reporting year for Mastek UK Limited. All five scope 3 sections of the PPN requirements have been considered. Mastek have also screened any scope 3 elements that we pay for by carrying out a Scope 3 supply chain screening assessment. Below are notes relating to the required elements of the PPN document:

- This is the baseline reporting year for Mastek UK Limited. All five Scope 3 sections of the PPN requirements have been analysed; of these five sections, Mastek UK's emissions fall under three of these Scope 3 categories, business travel (category 6), employee commuting (category 7), and upstream transportation and distribution (category 4). Note: emissions from upstream transportation and distribution were calculated by spend-based analysis, using EEIO (environmentally extended input output) factors, in line with the Greenhouse Gas Protocol Scope 3 Guidance. The remaining two categories were calculated using the distanced-based method.
- Scope 1 emissions are not applicable to Mastek UK's business operations and are therefore not included within the scope of the assessment. Mastek UK does not operate any company owned vehicles, utilise fuels attributed to company owned facilities, or generate electricity, steam, or heat on-site."
- Waste generated in operations (category 5) has been excluded due to issues in collecting historical data and the likely immateriality to the overall footprint, with office waste being the main source of emissions from this element. Measures have been implemented to ensure this is to be captured in Mastek UK's next assessment of their financial year, with an expected release date of January 2023.
- As Mastek UK does not supply tangible goods, and is not within the manufacturing sector, downstream transportation and distribution of goods (category 9) has been deemed not relevant to the business operations and hence there are no emissions associated with this category to report.

Baseline year emissions (2019/20):

Table 1: Emissions by scope for our carbon footprint during the baseline year

GHG Scope	Category	Sub-category	Method of calculation	Total emissions (tCO ₂ e)	% of category
Scope 1	Scope 1	-	*	0.00	-
Scope 2	Scope 2- location-based	Location-based	Activity data	32.78	100.00%
	Scope 2 - market-based	Market-based	Activity data	20.62	100.00%
Scope 3	4. Upstream transportation and distribution	Road freight	Spend based analysis	51.05	97.63%
		Postal and courier services	Spend based analysis	1.24	2.37%
	5. Waste generated in operation	Waste produced in operations	**	**	-
	6. Business travel (not included in scope 1 or scope 2)	Flights	Activity data	219.78	73.04%
		Employee-owned car travel (grey fleet)	Activity data	66.77	37.15%
		Rail travel	Activity data	14.37	4.78%
	7. Employee commuting	Commuting	Activity data	98.58	100.00%
	9. Downstream transportation and distribution	Not applicable	*	0.00	-
All other categories	-	Activity data	2.78	0.90%	
		Spend based analysis	307.54	99.10%	
Total (location-based)				794.89	100.00%
Total (market-based)				782.73	100.00%

Key:

* Not relevant to the reporting company (see page 1).

** Deemed immaterial to the overall footprint. Not recorded in baseline year due to issues in collecting historical data. Measures have been put in place to ensure this is recorded going forward, with plans to include this in the next assessment (planned release January 2023).

Current Emissions Reporting

Reporting Year: 2019 (next release expected January 2023)

GHG Scope	Category	Sub-category	Method of calculation	Total emissions (tCO ₂ e)	% of category
Scope 1	Scope 1	-	*	0.00	-
Scope 2	Scope 2- location-based	Location-based	Activity data	32.78	100.00%
	Scope 2 - market-based	Market-based	Activity data	20.62	100.00%
Scope 3	4. Upstream transportation and distribution	Road freight	Spend based analysis	51.05	97.63%
		Postal and courier services	Spend based analysis	1.24	2.37%
	5. Waste generated in operation	Waste produced in operations	**	**	-
	6. Business travel (not included in scope 1 or scope 2)	Flights	Activity data	219.78	73.04%
		Employee-owned car travel (grey fleet)	Activity data	66.77	37.15%
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Emissions reduction targets and actions

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

We project that market-based carbon emissions, inclusive of our supply chain emissions, will decrease to 641.84 tCO₂e by 2025. This is a reduction of 18.0%. i.e. an annual reduction of 6% on the baseline reporting period of 2019 / 20 through to 2024 / 25.

Our target is to achieve Net-Zero emissions by 2030 by reducing emissions by over 80% and offsetting the remainder 10 - 20% with carbon removal projects.

Carbon Reduction Projects

Completed Carbon Reduction Initiatives


This is the **baseline** year assessment results and will be what reductions are tracked from in the future.

Mastek (UK) Ltd have been working with Carbon Footprint Ltd, to carry out an annual carbon assessment and model and track carbon reduction targets.

In the future we hope to implement further measures such as:


- Complete the switch to electric vehicles by 2030.
- Only use contracted workers whose company is certified Net-Zero by 2030.
- Transition all sites owned and operated by us onto renewable energy tariffs.
- Utilize sustainable flying techniques once available.

We have leased offices in UK where we have limited control over common utilities; however, we will focus our goals to achieve targets with regard to carbon reduction. As part of this we will engage with the building managers to help influence a change in the operating structure where we have limited control. Alongside this, we will be linking our sustainable development objectives in line with UN SDGs.

	The goal is aimed at ensuring access to affordable, reliable, sustainable, and modern energy for everyone.
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Electricity:

- Switching of office electrical supply to renewable energy supplier wherever feasible.
- Use of energy efficient equipment's in the offices.

	The goal is aimed at taking urgent action to combat climate change and its impacts.
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Travel:

- Define essential travel for the business in order to limit the business travel by air.
- Carbon offset options for air travel commute.
- Use of more sustainable modes of transport whenever feasible.
- Promoting the use of electric vehicles for employees.
- Encouraging the use of public transport for business commuting and travel wherever feasible.

	The goal is aimed at ensuring sustainable consumption and production patterns across industries.
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Procurement / Supply Chain:

- Preference shall be given to suppliers who are focusing towards reducing carbon emission.
- Provision for use of recycle products wherever feasible e.g. stationary, visiting cards, packaging material, etc.
- Setting up of diversified vendor base worldwide to allow for decisions of supply to be based on

green credentials alongside efficiency and quality of the supplied product.

- Sustainability survey developed and to be delivered to current and prospective suppliers; the outcomes of this survey will help develop our supplier engagement plan.



The Goal is aimed at making cities and human settlements inclusive, safe, resilient, and sustainable.

Office Buildings:

- Preference for new offices selection will be given to BREEAM / LEED certified buildings.
- Certification of offices under ISO 14001 and 45001.
- Preferred to have EV charging facility on-site.

Employee Awareness:

- Formation of sustainability committee to drive the sustainability initiatives across the company.
- Display of posters / communications related to sustainability for employees.
- Workshops / trainings to improve subject competencies of employees.

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.

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 Mastek (UK) Ltd.:

Name: Abhishek Singh - President – UKI & Europe

Signature:

A handwritten signature in black ink, appearing to read 'Abhishek Singh', written over a light blue horizontal line.

Date: 20Nov2022

1. <https://ghgprotocol.org/corporate-standard>
2. <https://www.gov.uk/government/collections/government-conversion-factors-for-company-reporting>
3. <https://ghgprotocol.org/standards/scope-3-standard>