

# Carbon Reduction Plan

Supplier name: Alt Law eDiscovery Limited

Publication date: 16<sup>th</sup> November 2023

## Commitment to achieving Net Zero

Alt Law 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: 2021</b>	
<b>Additional Details relating to the Baseline Emissions calculations.</b>	
Alt Law have carried out an audit of Scope 1, 2 and 3 emissions for the baseline year starting 1 <sup>st</sup> January 2021 and ending 31 <sup>st</sup> December 2021. This is representative of our business-as-usual CO <sub>2</sub> e emissions.	
<b>Baseline year emissions:</b>	
<b>EMISSIONS</b>	<b>TOTAL (tCO<sub>2</sub>e)</b>
<b>Scope 1</b>	<b>0</b> The company does not own or operate any vehicles and heating for its offices is via electricity, therefore no hydrocarbons are used by the business. The business therefore has no direct emissions which equates to 0 scope 1 emissions.
<b>Scope 2</b>	<b>9.59</b>
<b>Scope 3 (Included Sources)</b>	<b>2.74</b> This includes the following sources: <ul style="list-style-type: none"><li>• <del>Upstream transportation and distribution</del> (the company does not deal with physical products, all transactions are completed electronically)</li><li>• Waste generated from operations</li></ul>

	<ul style="list-style-type: none"> <li>• <del>Business travel</del> (All communications and transactions are completed electronically therefore there is no business travel associated with the business)</li> <li>• Employee commuting</li> <li>• <del>Downstream transportation and distribution</del> (the company does not deal with physical products, all transactions are completed electronically)</li> </ul>
<b>Total Emissions</b>	<b>12.33</b>

## Current Emissions Reporting

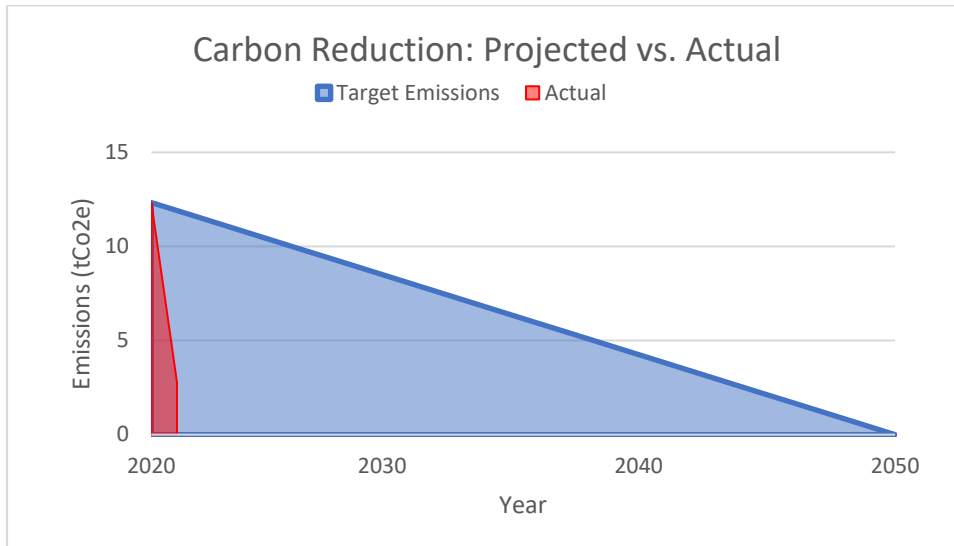
<b>Reporting Year: 2022</b>	
<b>EMISSIONS</b>	<b>TOTAL (tCO<sub>2</sub>e)</b>
<b>Scope 1</b>	<p><b>0</b></p> <p>The company does not own or operate any vehicles and heating for its offices is via electricity, therefore no hydrocarbons are used by the business. The business therefore has no direct emissions which equates to 0 scope 1 emissions.</p>
<b>Scope 2</b>	<b>1.39</b>
<b>Scope 3 (Included Sources)</b>	<p><b>1.37</b></p> <p>This includes the following sources:</p> <ul style="list-style-type: none"> <li>• <del>Upstream transportation and distribution</del> (the company does not deal with physical products, all transactions are completed electronically)</li> <li>• Waste generated from operations</li> <li>• <del>Business travel</del> (All communications and transactions are completed electronically therefore there is no business travel associated with the business)</li> <li>• Employee commuting</li> <li>• <del>Downstream transportation and distribution</del> (the company does not deal with physical products, all transactions are completed electronically)</li> </ul>
<b>Total Emissions</b>	<b>2.77</b>

## Emissions reduction targets

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

We project that carbon emissions will decrease over the next five years to 0.55 tCO<sub>2</sub>e by 2027. This is a reduction of 18%

Progress against these targets can be seen in the graph below:



## Carbon Reduction Projects

### Completed Carbon Reduction Initiatives

We have significantly reduced our emissions in the past year, through moving to a more efficient office, increasing working from home and reducing our use of paper and waste streams. It can be seen that our current emissions remain very low and we are focused on reducing these further to ensure we reach net zero in advance of 2050.

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

- Joining the governments bike to work scheme and encourage those staff currently using trains and tubes to participate, reducing their commuting emissions.
- Move to a renewable energy supplier, ensuring that all electricity used at our offices are from renewable sources.
- Implement an energy and carbon awareness programme for our staff, to ensure that energy usage at work is minimised through the right behaviours.
- Further minimise waste created by the business, transitioning to a paperless office.
- Partnering with suitable organisations to offset any residual emissions.

## 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>

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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 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:**

**Name: Mr Matthew Altass**

**Position: Managing Director**

**Date: 16<sup>th</sup> November 2023**

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