



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 Guidance, 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
- 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 to satisfy this particular condition of participation.

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.

¹ Bidding supplier or 'bidding entity' means the organisation with whom the contracting authority will enter into a contract if it is successful.

² Technical 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

Carbon Reduction Plan Template

Supplier name: BuildScan Limited

Publication date: 23 March 2026

Commitment to achieving Net Zero

BuildScan 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: 2024 (Jan-Dec)

Additional Details relating to the Baseline Emissions calculations.

BuildScan Limited established its baseline carbon footprint in 2024. As a software company operating primarily remotely with minimal physical infrastructure, our emissions are predominantly from digital operations, employee travel, and purchased services. 2024 remains our baseline year against which future emissions reduction will be measured.

Baseline year emissions:

EMISSIONS	TOTAL (tCO ₂ e)
Scope 1	0
Scope 2	1.8
Scope 3 (Included Sources)	8.7
Total Emissions	10.5

Current Emissions Reporting

Reporting Year: 2025 (Jan-Dec)

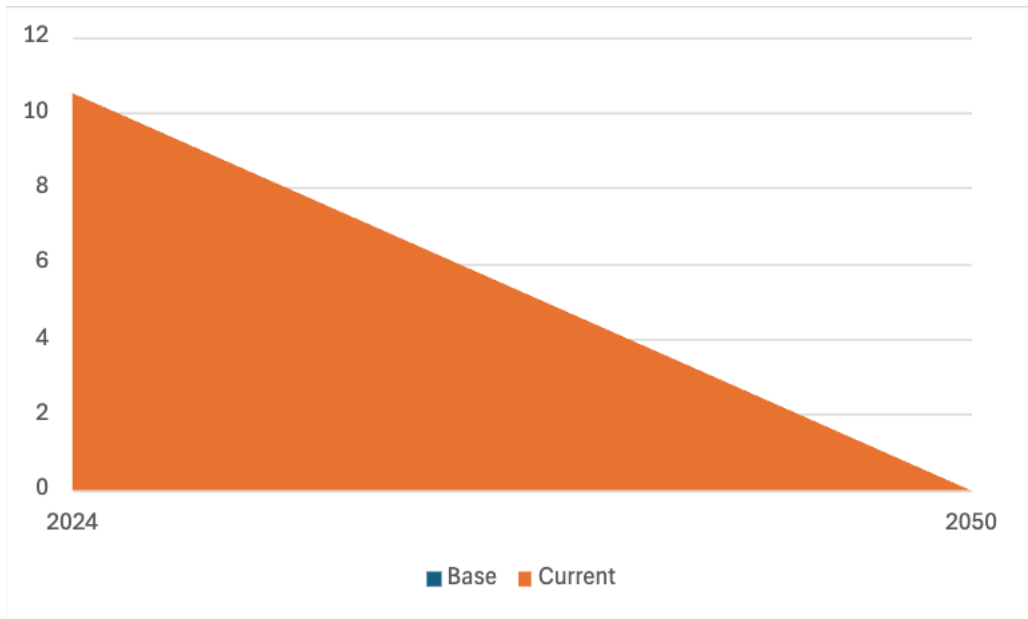
EMISSIONS	TOTAL (tCO _{2e})
Scope 1	0
Scope 2	1.8
Scope 3 (Included Sources)	8.7
Total Emissions	10.5

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 five years to 5.3 tCO_{2e} by 2030. This is a reduction of 50%.

Progress against these targets 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 2024 baseline. The carbon emission reduction achieved by these schemes equates to 0 tCO_{2e} against our 2024 baseline. Emissions have remained stable in our second year of measurement at 10.5 tCO_{2e}, reflecting that our operational model has not changed materially.

The following measures are in effect and will continue to be applied when performing the contract:

- **Remote-first working policy:** Established predominantly remote working arrangements, reducing commuting emissions and office energy consumption
- **Cloud-first infrastructure:** Utilised cloud services with renewable energy commitments rather than maintaining physical servers
- **Digital-first operations:** Implemented paperless processes and digital document management across all business operations
- **Sustainable procurement policy:** Committed to selecting suppliers with strong environmental credentials where possible

Future carbon reduction initiatives

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

- **Carbon offsetting programme:** Establish partnerships with verified carbon offset projects whilst working towards direct emissions reductions
- **Green energy transition:** Ensure all team members' home offices are powered by renewable energy suppliers where possible
- **Travel reduction targets:** Implement virtual-first meeting policies and set annual limits on business travel emissions
- **Supply chain engagement:** Work with our technology partners and suppliers to ensure they have robust carbon reduction plans
- **Regular carbon footprint assessments:** Annual measurement and reporting of emissions with year-on-year reduction targets

Declaration and Sign Off

This Carbon Reduction Plan has been completed in accordance with PPN 006 and associated guidance and reporting standards 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 standard³ and uses the appropriate Government emission conversion factors for greenhouse gas company reporting⁴.

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) Standard⁵.

This Carbon Reduction Plan has been reviewed and signed off by the board of directors (or equivalent management body).

³ <https://ghgprotocol.org/corporate-standard>

⁴ <https://www.gov.uk/government/collections/government-conversion-factors-for-company-reporting>

⁵ <https://ghgprotocol.org/standards/scope-3-standard>

Signed on behalf of the Supplier:

H Yates

Chief Executive officer – Harry Yates

Date: 23rd March 2026