



Carbon Reduction Plan

Supplier Name: MTech IT (Leeds) Ltd.

Publication Date: 14th February 2022

1. Commitment to achieving Net Zero

As an SME business, MTech IT (Leeds) Ltd., is committed to doing what we can to achieve Net Zero emissions, as soon as is logistically possible. By 2032 we aim to have reduced our outputs by 40%. Following our initial baseline measurements we have immediately taken steps to become carbon neutral. Our Net Zero target is set out in the standard Carbon Reduction Plan requirements.

MTech fully supports the UN Sustainable Development Goals and the Paris Agreement to reduce greenhouse gas (GHG) emissions and promote global security. We have reviewed and improved our environmental policies and practices, which address reducing GHG emissions, waste, and water usage across the business.

During our transition to Net Zero, MTech will continue to compensate for all our emissions, including those from travel, by investing in carbon-reduction projects certified to international standards.

More information on MTech's Net Zero commitments is available at:

<https://www.mtech.uk.com/about-us/environmental-sustainability>

2. Baselines 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.

Going forward, MTech IT (Leeds) Ltd. Will commit to undertaking annual reviews and measurements of our emissions. Our greenhouse gas (GHG) emissions are calculated in line with the GHG Protocol and follows best practices, using internationally accepted conversion factors.

Baseline Year: 2021

Notes on calculations

As an SME, MTech IT (Leeds) Ltd. was, at the time of writing this Plan (14/2/2022), under the specified government Procurement Policy Note (PPN) threshold of £5M per annum for In-Scope organisations for contract value. However, this Plan was requested by the UK Investment Bank's Procurement team (On 3/2/2022) as part of Project CON2128 - End User Transition and Support within the Government RM6100 Technology Services 3 Framework.

Baseline Year Emissions

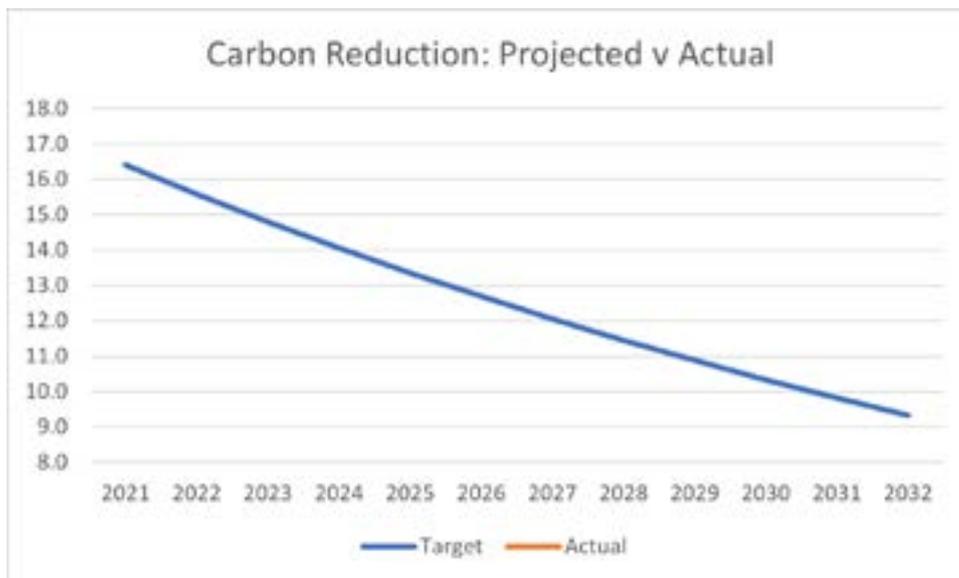
Emissions	TOTAL (tCO ₂ e)
Scope 1	3.7
Scope 2	12.7
Scope 3	0
TOTAL EMISSIONS	16.4

As soon as our Baseline calculations had been gathered, MTech immediately enrolled in a scheme, approved by The Carbon Trust, to offset our existing emissions by planting trees in the Yorkshire & Humber area of the UK. Our initial certificate to confirm this, is appended to the end of this Plan.

3. Emissions Reduction Targets

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

A decrease in annual emissions over the next 10 years to 9.8 tCO₂e, a reduction of 40% Progress against these targets can be seen in the graph below:



4. Carbon Reduction Initiatives

In order to reduce our Carbon footprint, MTech have already undertaken several initiatives that are now in place:

- ◆ We have installed 100% LED Lighting throughout our office
- ◆ We have introduced flexible working for all staff to reduce the time in the office by 40%
- ◆ Regular (Currently Bi-Monthly) WEE collections for redundant equipment
- ◆ Introduced a bike to work scheme
- ◆ Migrated our infrastructure to Microsoft Azure, reducing the electricity required to power servers

Allied to the above, we are already committed to the following improvements:

- ◆ The addition of PIR controls onto our lighting system
- ◆ Have all the office windows replaced with double glazed units
- ◆ Increase the ability to work from home up to 50%
- ◆ Reduce the 'on-time' of our Disaster Recovery Servers, for our clients, by 96%
- ◆ Move all our client backups storage away from our office to the cloud
- ◆ Implement an electric van solution to reduce staff using their own vehicles for cisliting client sites

The initiatives listed are all intended to help reductions in Scope 1 & Scope 2 GHG emissions. We confidently expect these initiatives, all planned for 2022/2023, will reduce our output by 6tCO₂e from the baseline figures.

5. 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 and uses the appropriate Government emission conversion factors for greenhouse gas 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 Standard.

This Carbon Reduction Plan has been reviewed and signed off by the Shareholders of MTech IT (Leeds) Ltd.

Signed on behalf of the supplier

A handwritten signature in black ink, appearing to read 'Tim Leslie', is written over a light blue horizontal line.

Tim Leslie

Operations Director and Shareholder, MTech IT (Leeds) Ltd.

Date 14/02/2022

6. Appendix A: Carbon Offset Certification

