

An aerial photograph of a dense, lush green forest, showing the intricate patterns of tree canopies from above. The colors range from vibrant green to slightly darker shades, indicating a healthy and mature woodland.

positive planet™

Carbon Footprint Analysis

Prepared for Diana @
HotelShopUK & Rapid
Relocate

By Hannah Cohen

Dear Diana & Team,

Thank you choosing Positive Planet to help measure your business carbon footprint.

We have enjoyed working with you, learning about your business and helping you understand what needs to be done in order to reduce the impact of your business emissions on the environment.

Reducing your emissions takes time, the current guidance is to aim to reduce at least 50% of your emissions by 2030, a further 50% by 2040 and a final 50% by 2050. This approach would leave you at 12.5% of your original emissions - It is not really possible to remove all emissions.

Offsetting is a great way to reduce your impact on the environment both during your reduction phase, and beyond - when there are simply no more emissions to reduce.

If you would like to discuss detailed carbon reduction strategies, or offsetting, please let us know.

A handwritten signature in brown ink, appearing to read 'A. White', with a long horizontal flourish extending to the right.

Adam White | Founding Partner, Positive Planet

Scope 1, 2 & 3 Emissions Explained

Your business emissions are measured in three different Scopes, 1, 2, & 3. We have broken down the differences between each Scope for you below;

Scope 1

Direct Emissions

Your direct emissions come from things such as your company vehicles, buildings and facilities.

Scope 2

Indirect Emissions

Your indirect emissions are made up from your purchased electricity (and steam, heating & cooling) for your own use.

Scope 3

Upstream & Downstream Emissions

Your upstream activities include employee commuting, business travel, transportation from suppliers and all goods & services your business purchased.

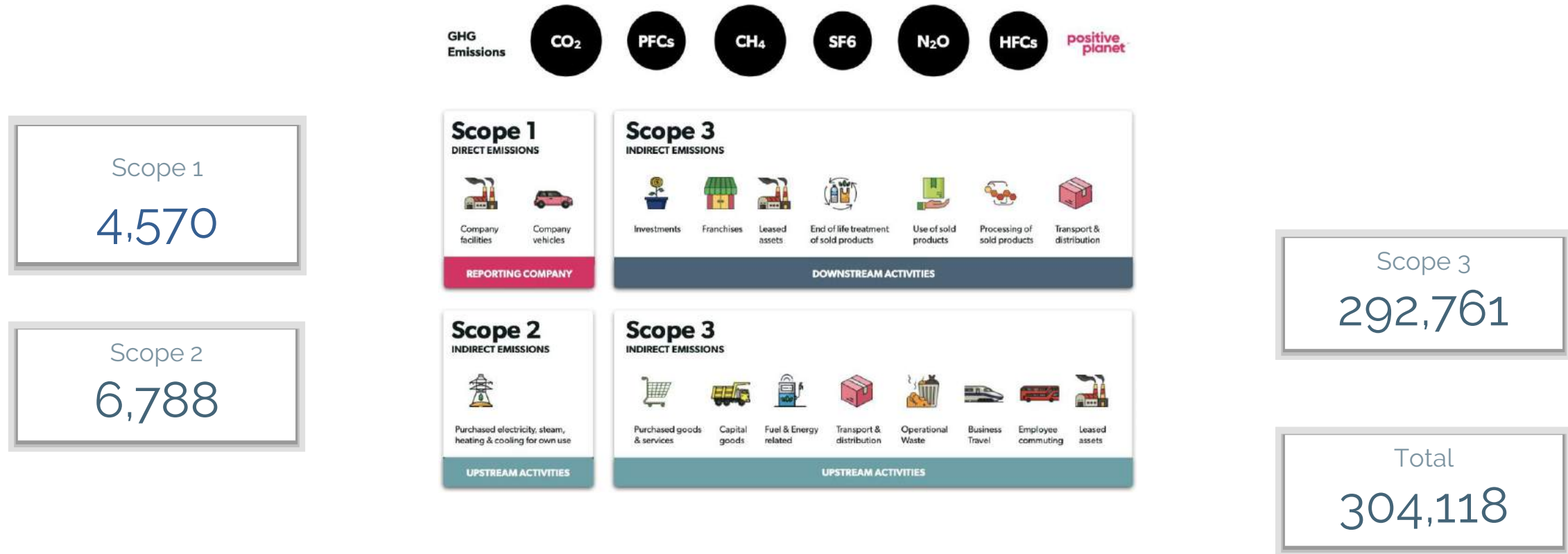
Your downstream activities include deliveries to customers, your customers use of and disposal of your product(s)

On the following page you will see your business footprint measured in the three categories above before being broken down further in to activities.

It is important to know, and report on, your emissions using the above Scopes but it is easier to share the data with your team when you can talk about activities they can relate to, such as travel or energy for example.

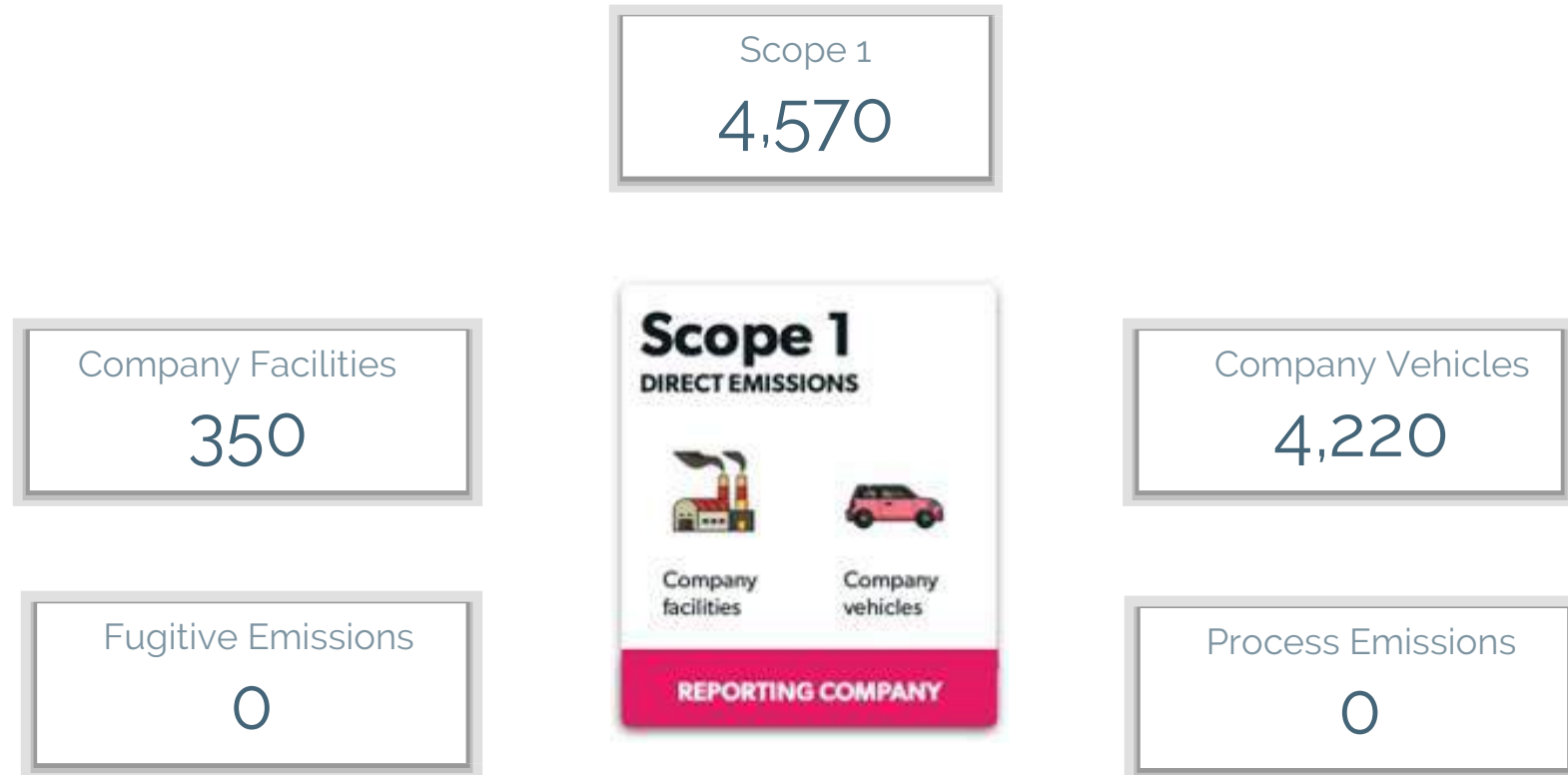
Your Carbon Footprint

This top-level analysis shows you which of the three scopes your emissions are coming from. You can also see your total emissions at the bottom-right of the page. The below emissions are reported in kgCO₂e.



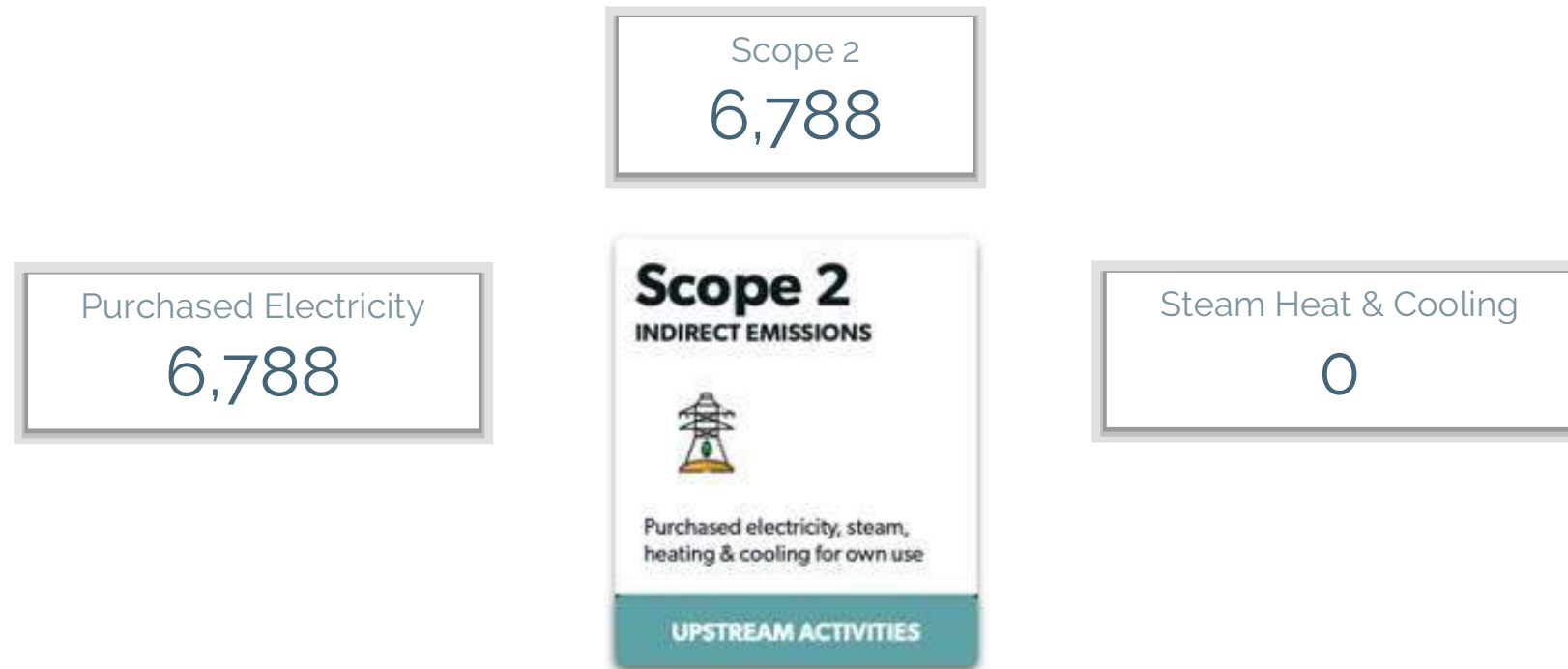
Scope 1 Emissions

Your Scope 1 emissions come directly from running your business. This includes emissions from burning gas (or other fuels) for heating and fuel to power your company vehicles. If your business didn't exist, neither would these emissions.



Scope 2 Emissions

Your Scope 2 emissions come indirectly from running your organisation. This is usually made up from your electricity supply where the emissions are at the power plant but on behalf of your organisation. If you buy 100% renewable electricity, or generate your own, then this will be zero.



Scope 3 - Upstream Emissions

Your Scope 3 Upstream emissions come from your supply chain. This includes all of the goods & services you buy, travel to meetings, employee commuting and many other activities as detailed below.

Scope 3 - Upstream
292,761

Goods & Services
150,496



Leased Assets
0

Capital Goods
17,380

Fuel & Energy
1,251

Distribution
0

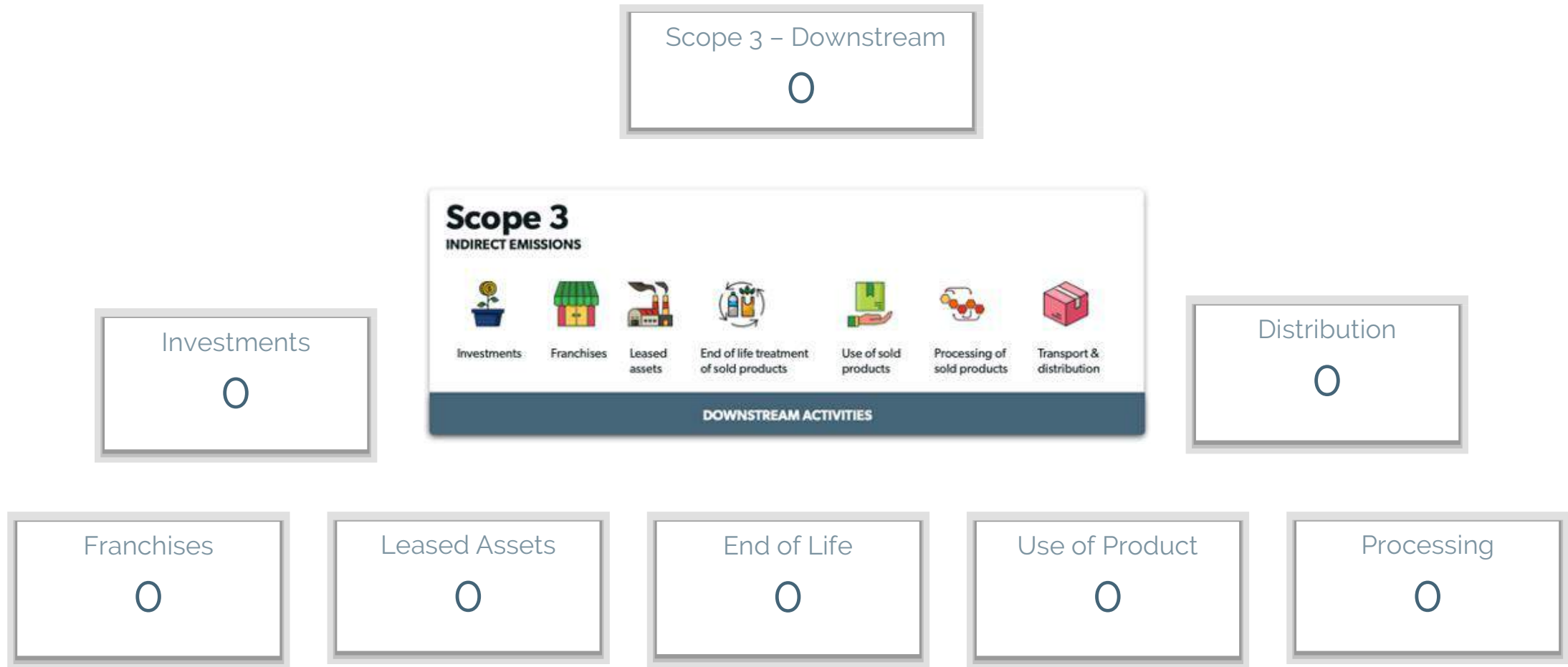
Waste & Water
24,296

Business Travel
6,428

Commuting
92,910

Scope 3 - Downstream Emissions

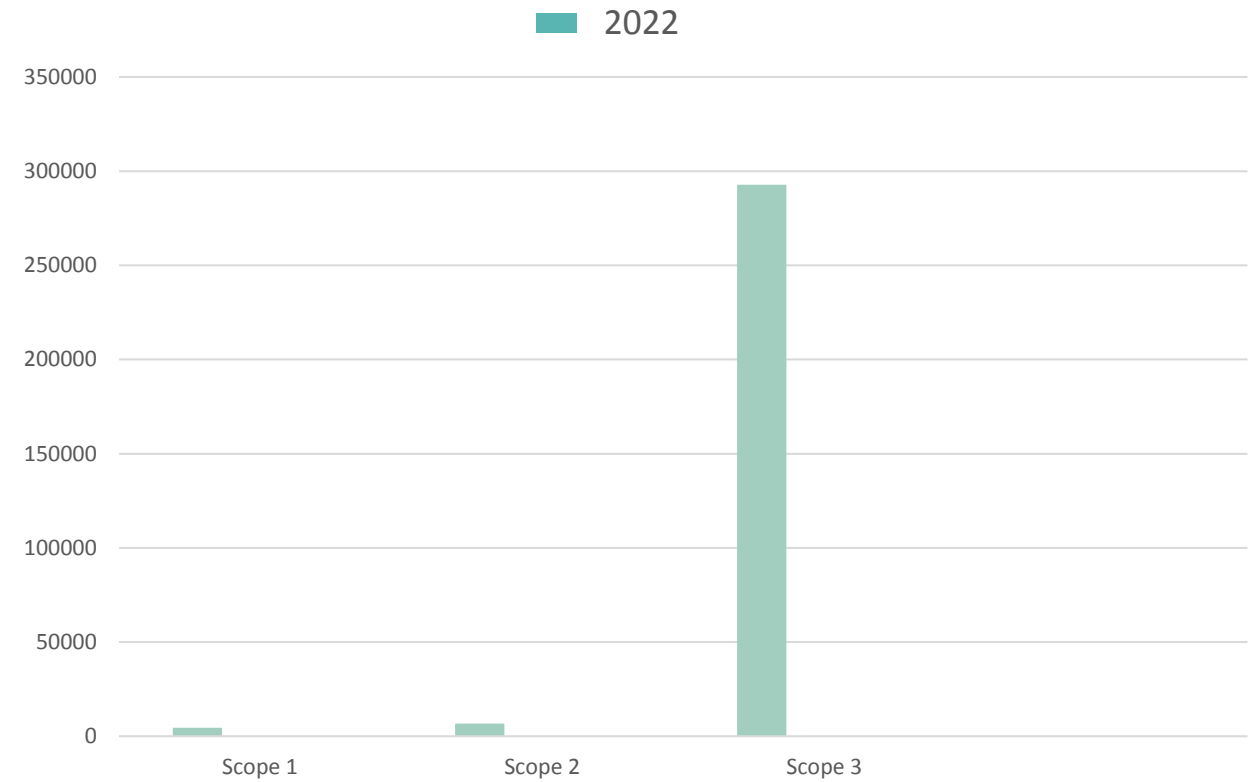
Your Scope 3 Downstream emissions come from your customers use of your product or service. This includes distribution, the use and disposal of your product.



Footprint Analysis - By Scope

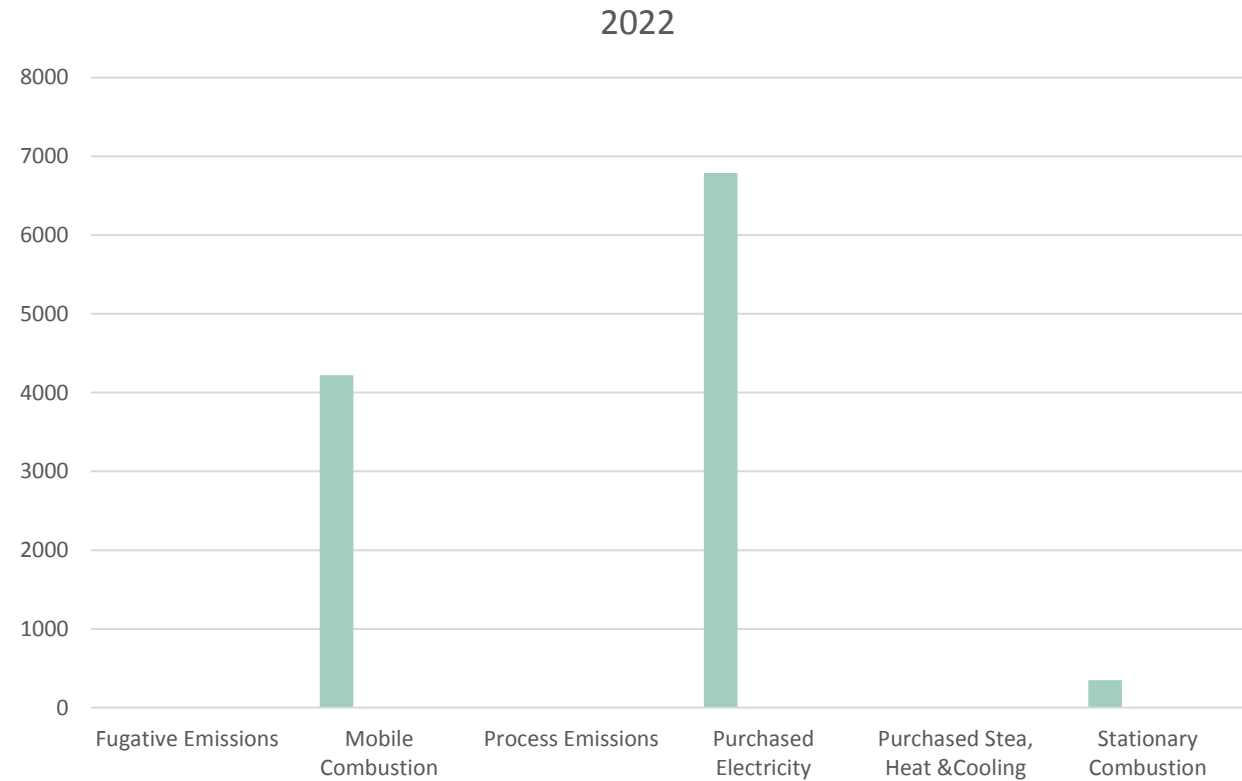


| Scope ▲ | 2022 |
|---|---------|
| 1 | 4,570 |
| 2 | 6,788 |
| 3 | 292,761 |
| <hr style="border-top: 1px dashed #008080;"/> | |
| Grand total | 304,117 |



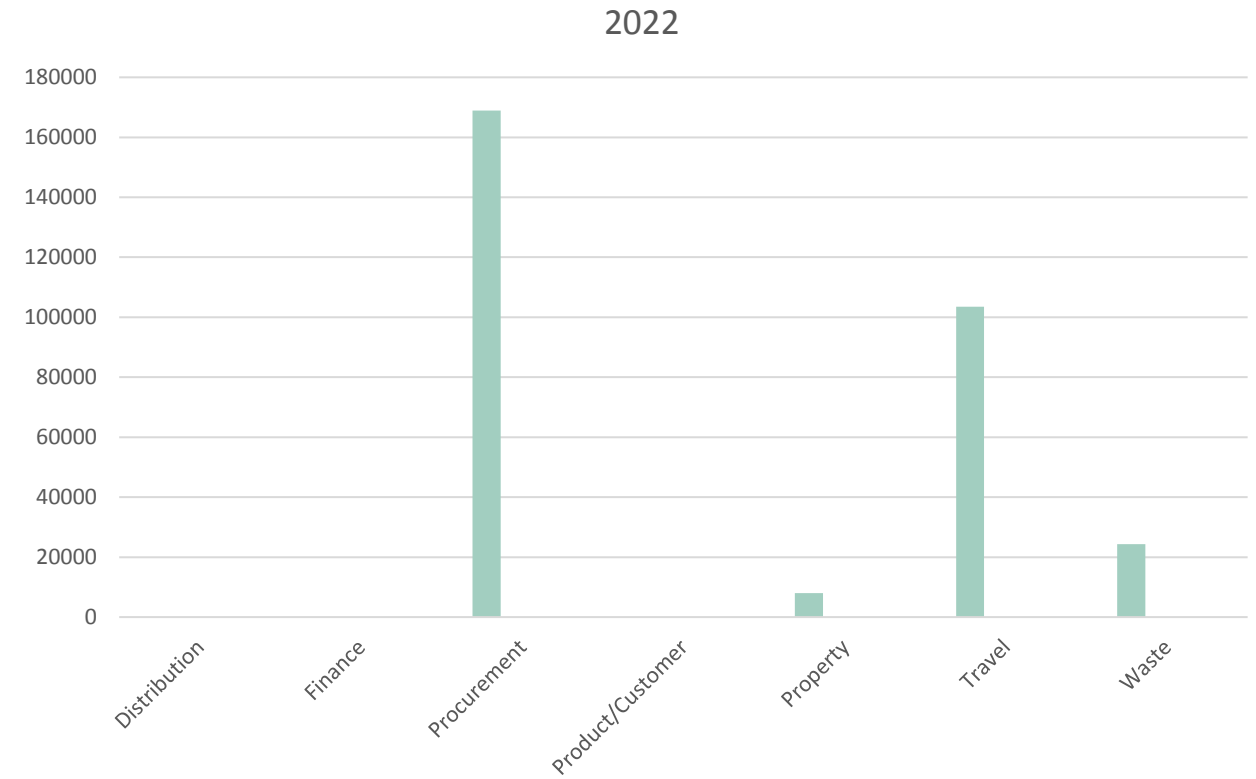
Footprint Analysis - Scope 1 & 2 Breakdown

| Category B ▾ | 2022 |
|---------------------------------|--------|
| Fugitive Emissions | 0 |
| Mobile Combustion | 4,22 |
| 0 | |
| Process Emissions | 0 |
| Purchased Electricity | 6,788 |
| Purchased Steam, Heat & Cooling | 0 |
| Stationary Combustion | 350 |
| <hr/> | |
| Grand total | 11,358 |



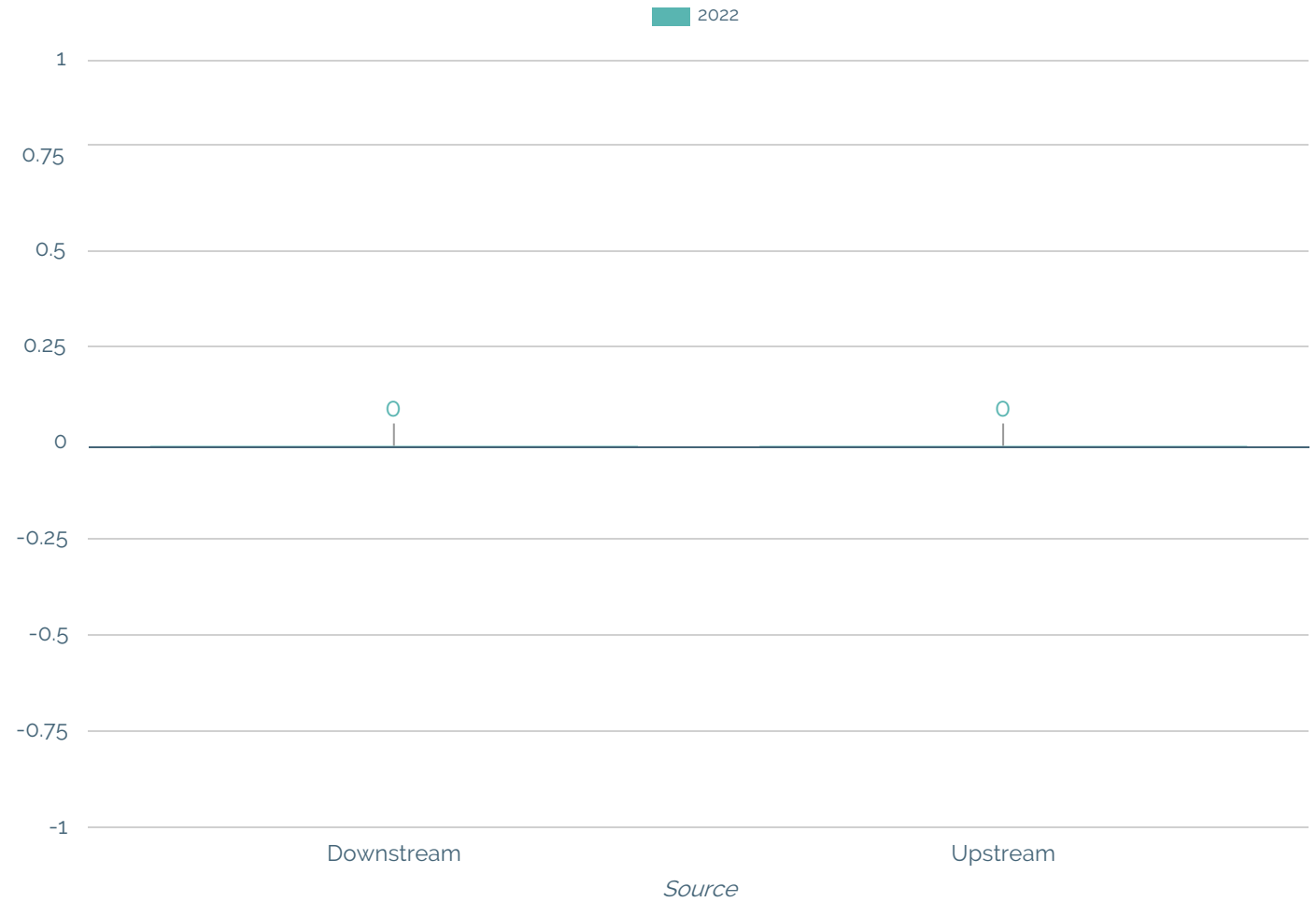
Footprint Analysis - Category Breakdown

| Category A | 2022 |
|--------------------|---------|
| Distribution | 0 |
| Finance | 0 |
| Procurement | 168,876 |
| Product / Customer | 0 |
| Property | 8.03 |
| 9 | |
| Travel | 103,558 |
| Waste | 24,29 |
| 6 | |
| <hr/> | |
| Grand total | 304,76 |
| 9 | |



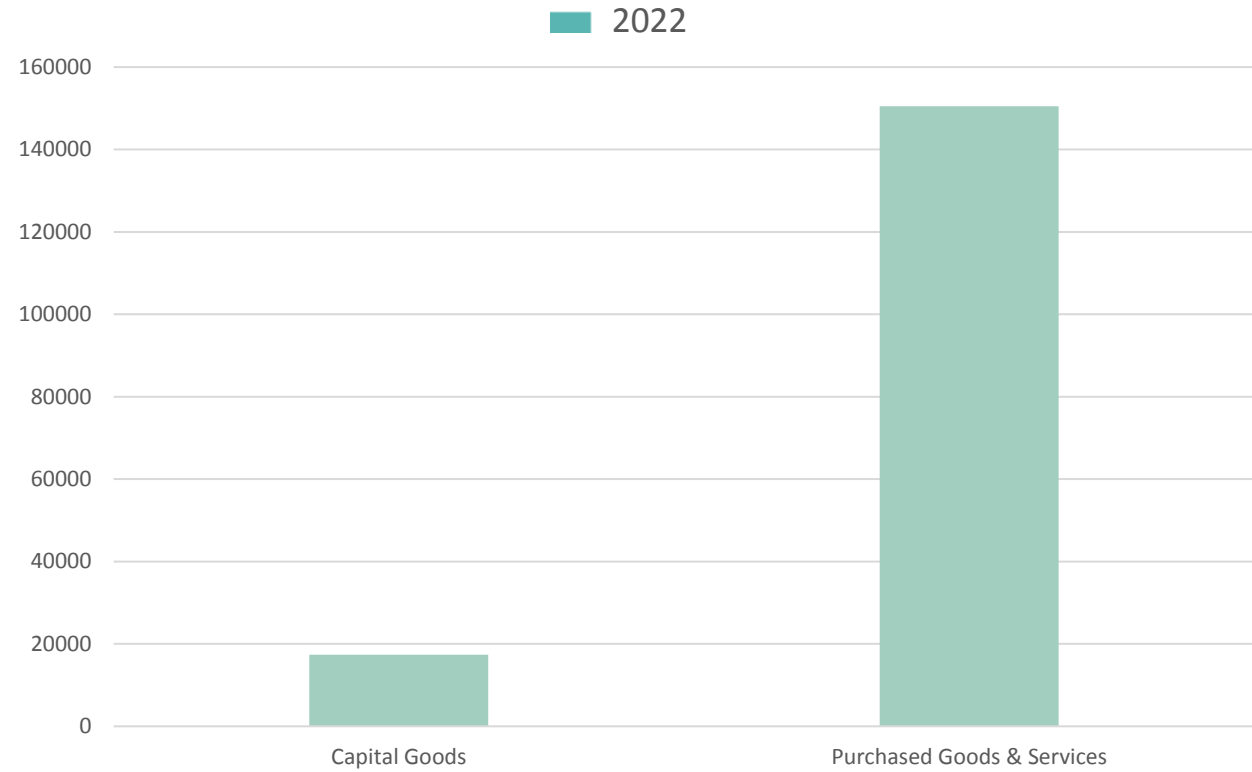
Footprint Analysis – Distribution

| Source 1 ▲ | 2022 2 ▼ |
|---|------------------------------------|
| Downstream | 0 |
| Upstream | 0 |
| <hr style="border-top: 1px dashed #008080;"/> | |
| Grand total | 0 |



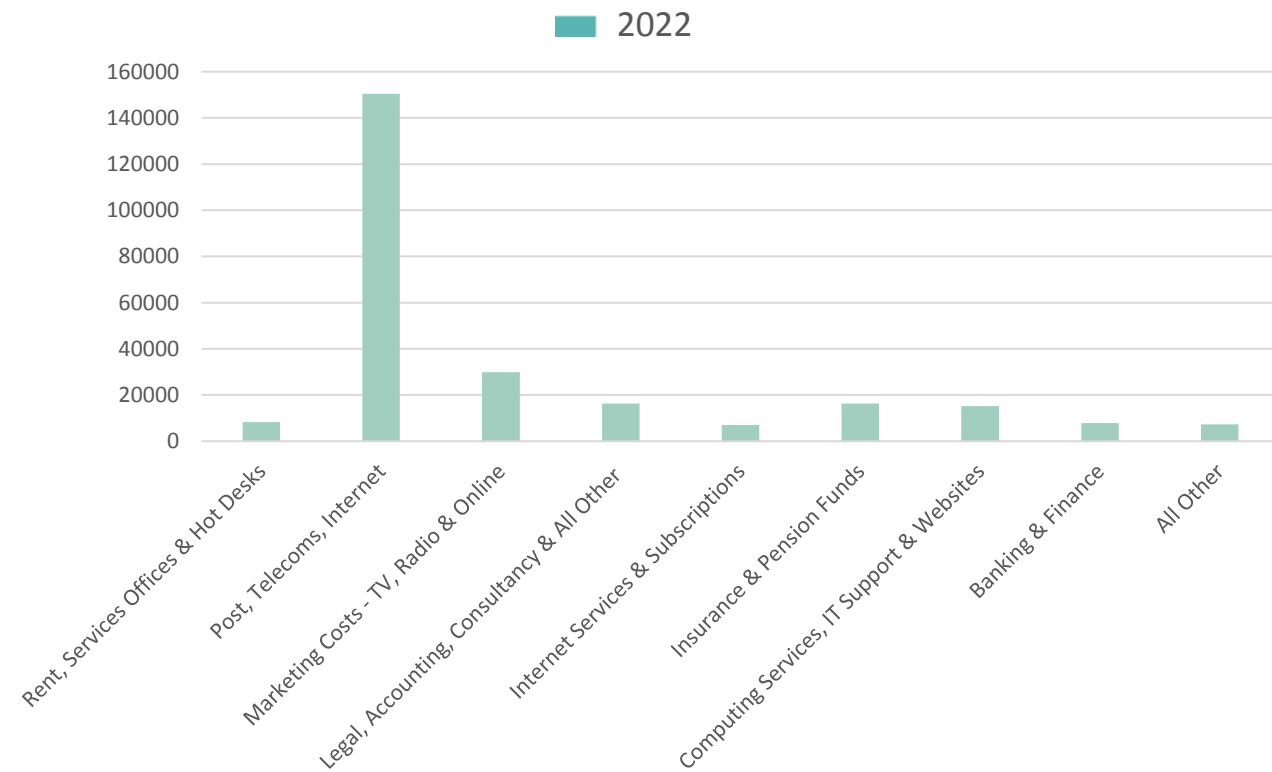
Footprint Analysis – Procurement

| Category B | 2022 |
|----------------------------|---------|
| Capital Goods | 17,380 |
| Purchased Goods & Services | 150,496 |
| <hr/> | |
| Grand total | 167,876 |



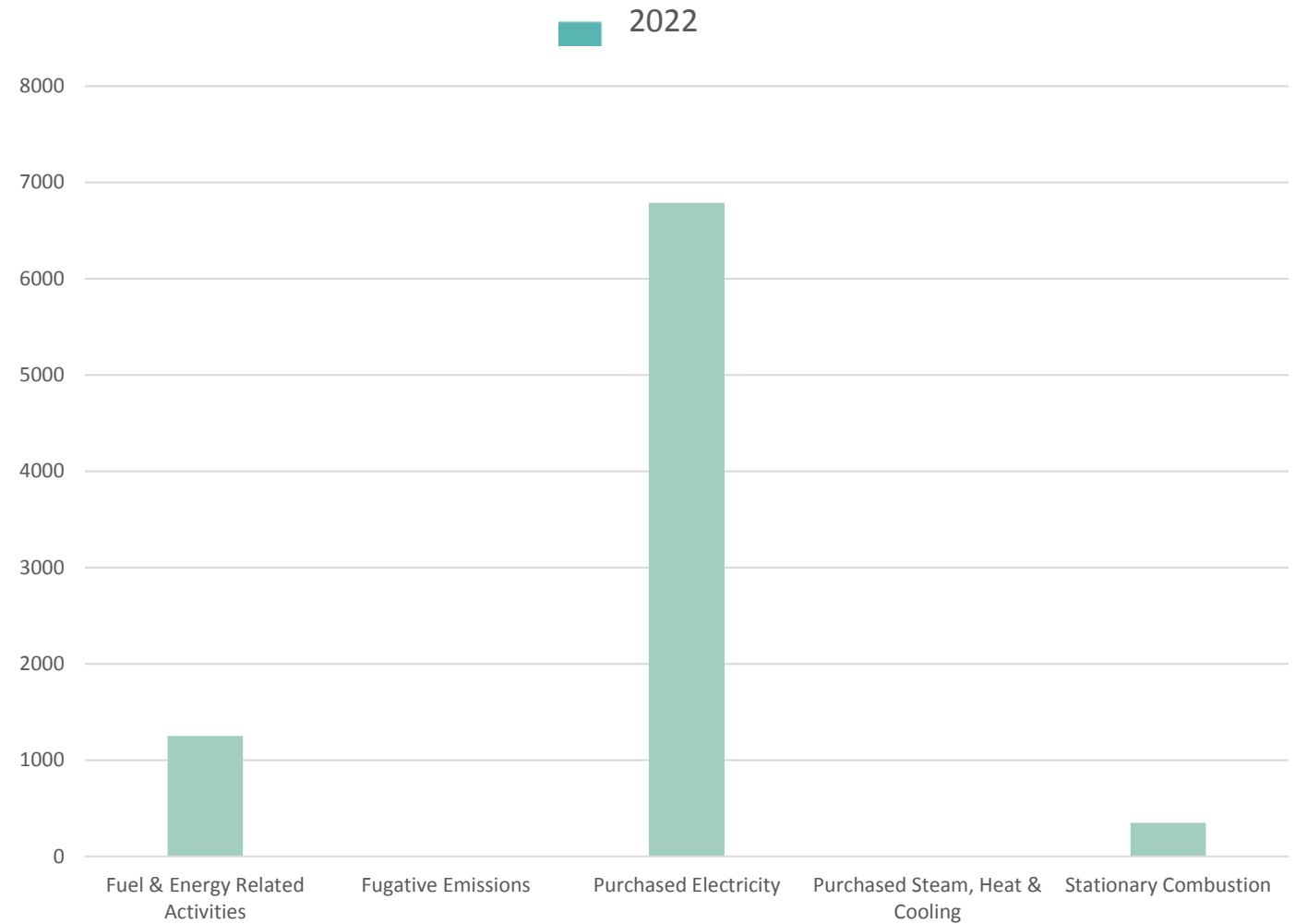
Footprint Analysis - Procurement 2022

| Category B ▾ | 2022 |
|--|---------|
| Rent, Serviced Offices and Hot Desks | 8,267 |
| Post, Telecoms, Internet | 150,496 |
| Marketing Costs - TV, Radio and Online | 29,839 |
| Legal, Accounting, Consultancy and All Other | 16,251 |
| Internet Services & Subscriptions | 6,996 |
| Insurance and Pension Funds | 16,376 |
| Computer Services, IT Support & Websites | 15,231 |
| Banking and Finance | 7,915 |
| All Other | 7,324 |



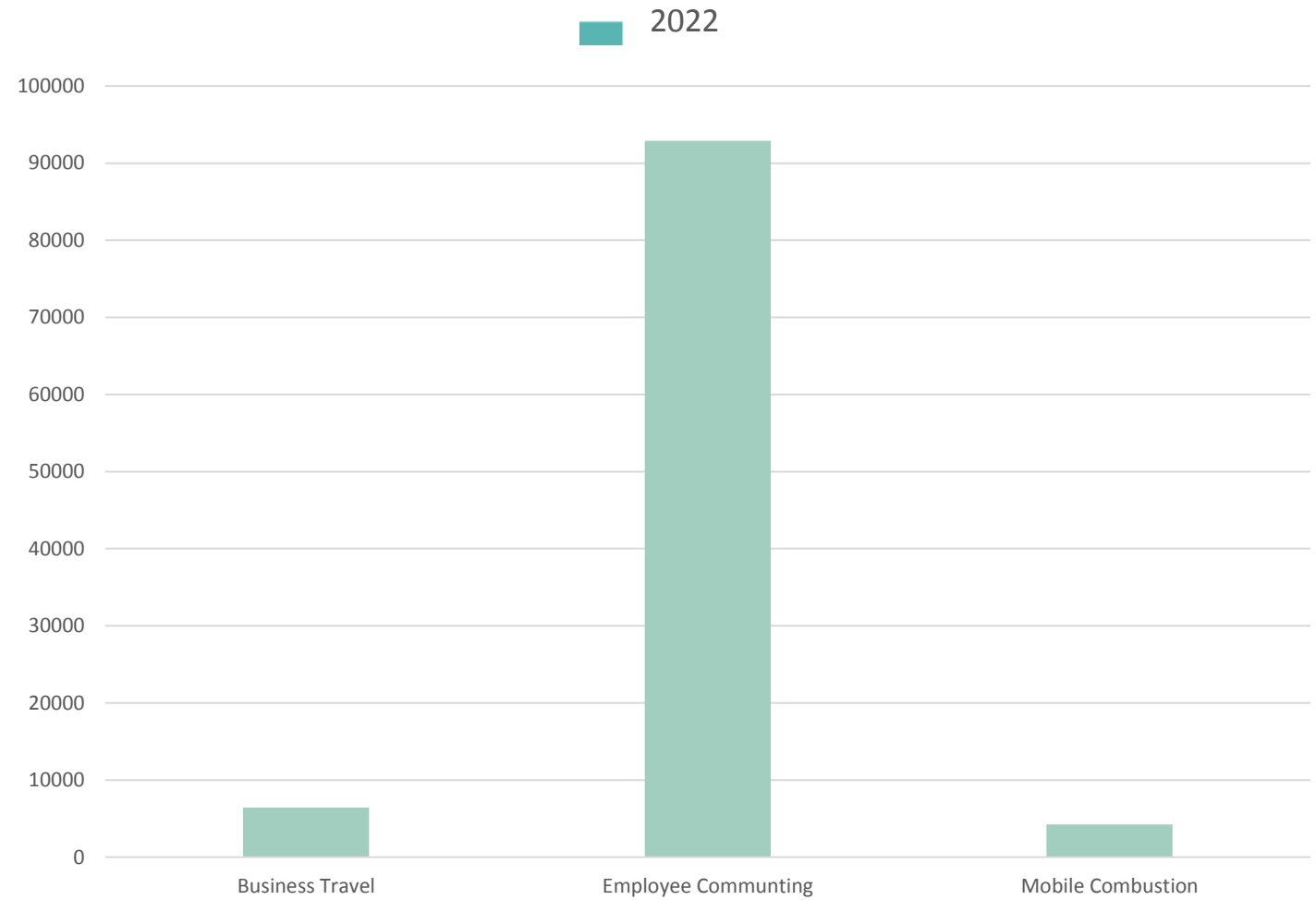
Footprint Analysis – Property

| Category B ▾ | 2022 |
|---|---------|
| Fuel & Energy Related Activities | 1250.5 |
| Fugitive Emissions | 0 |
| Purchased Electricity | 6,787 |
| Purchased Steam, Heat & Cooling | 0 |
| Stationary Combustion 350 | 0 |
| <hr style="border-top: 1px dashed #008080;"/> | |
| Grand total | 8,387.5 |



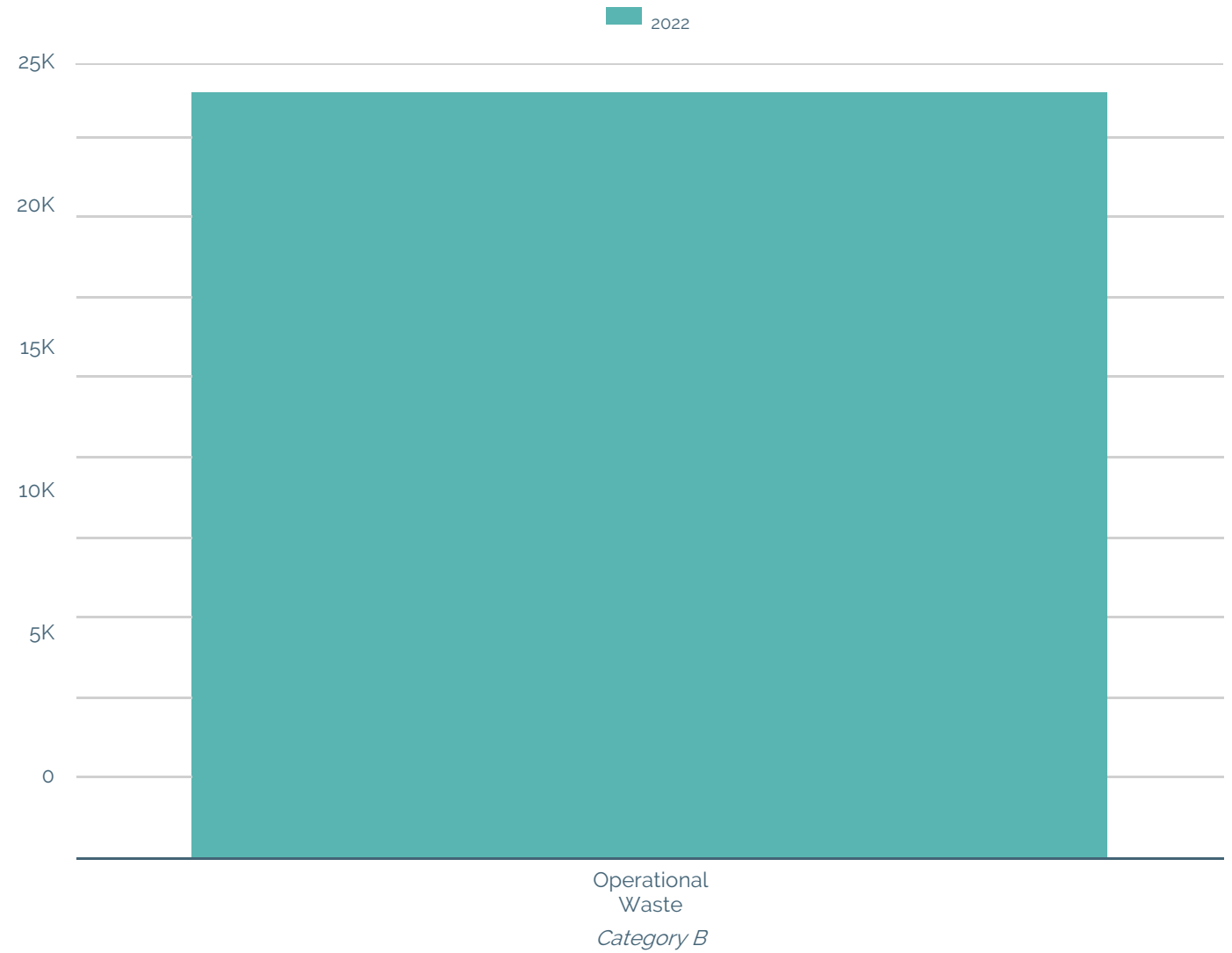
Footprint Analysis - Travel

| Category B | 2022 |
|--------------------|---------|
| Business Travel | 6,437 |
| Employee Commuting | 92,910 |
| Mobile Combustion | 4,220 |
| Grand total | 103,567 |



Footprint Analysis – Waste

| Category B ▾ | 2022 |
|-------------------|-------|
| Operational Waste | 24,29 |
| 6 | |
| <hr/> | |
| Grand total | 24,29 |
| 6 | |



Thank You

It has been a pleasure working with you, but this is not the end of the process... in many ways it is just the start. The following services are waiting for you when you are ready;

1. Reduction

The most important process to that of reduction. You first need to create a reduction plan and you need to act upon that plan to deliver a reduction across the organisation.

2. Mitigation

We have a range of activities for you to consider to help reduce your environmental impact. These include carbon offsetting through carbon credits or nature based activities (tree planting) as well as plastic collection and recycling.

3. Certification

If you would like to engage in carbon offsetting or plastic removal then you might like to be certified as a Carbon Neutral or Plastic Neutral business - or maybe both.

4. Engagement

Part of your reduction plan may be to engage stakeholders (customers, employees, supplier, shareholders) in your sustainability program. We can help with training and communication across all stakeholders.