

Carbon Reduction Plan

Supplier name: Mastek (UK) Limited

Publication date: 27th September 2023

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: April 2022 – March 2023
Additional Details relating to the Baseline Emissions calculations:
<i>This is the current reporting year for Mastek UK Limited. Below are notes relating to the required elements of the PPN document:</i>
<ul style="list-style-type: none">• All five Scope 3 sections of the PPN requirements have been examined. Of these five sections, Mastek UK's current reporting year emissions fall under four of these Scope 3 categories: waste generated in operation (category 5) 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. Categories 6 and 7 were calculated using the distanced-based method, with category 5 calculated using activity data.• We have split Scope 3 in categories as per the technical standards document which explains the 5 required categories. Please refer to Table 1: Emissions by scope for our carbon footprint during the baseline year on page 2, and Table 2: Emissions by scope for our carbon footprint during the current assessment year.• 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.• 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.• Emissions from waste generate in operations (including wastewater), have been included in Mastek UK's baseline and current reporting year assessment results, as shown in Table 1 below.• Our earlier baseline year was FY 2019-20 but due to change in calculation methodology we have change our baseline to FY 2022-23.• Mastek UK have re-baselined their GHG emissions to the 2022-23 financial year assessment due to the use of DEFRA emission factors for Supply Chain Spend calculations. These emission factors capture an increased scope of emission sources for each relevant category and hence have caused an increase in emissions for a similar spend when compared with the previous method. As this improves reporting around Scope 3 spend emissions data, this change has been implemented and re-baselining has been approved.

Baseline year emissions: April 2022-March 2023

Table 1: Baseline year CO₂e emissions by scope and source

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	23.77	100%
	Scope 2 - market-based	Market-based	Activity data	22.02	100%
Scope 3	4. Upstream transportation and distribution	Road freight	Spend based analysis	12.44	89.50%
		Postal and courier services	Spend based analysis	1.46	10.50%
	5. Waste generated in operation	Waste produced in operations	Activity data	2.82	100%
	6. Business travel (not included in scope 1 or scope 2)	Flights	Activity data	608.07	85.21%
		Employee-owned car travel (grey fleet)	Activity data	85.50	11.98%
		Hire Cars	Spend based analysis	13.73	1.92%
		Rail travel	Activity data	6.31	0.88%
	7. Employee commuting	Commuting	Activity data	111.04	100%
	9. Downstream transportation and distribution	Not applicable	*	0.00	-
	All other categories – location-based	-	Activity data	2.19	0.38%
			Spend based analysis	574.62	99.62%
	All other categories – market-based	-	Activity data	2.04	0.35%
			Spend based analysis	574.62	99.65%
Total (location-based)				1,441.96	100%
Total (market-based)				1,440.05	100%

Key:

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

Current Emissions Reporting

Reporting Year: April 2022 – March 2023 (Next release expected before 30th September 2024)

Additional Details relating to the Current year Emissions calculations:

This is the current reporting year for Mastek UK Limited. Below are notes relating to the required elements of the PPN document:

- All five Scope 3 sections of the PPN requirements have been examined. Of these five sections, Mastek UK's current reporting year emissions fall under four of these Scope 3 categories: waste generated in operation (category 5) 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. Categories 6 and 7 were calculated using the distanced-based method, with category 5 calculated using activity data.
- We have split Scope 3 in categories as per the [technical standards](#) document which explains the 5 required categories. Please refer to Table 1: Emissions by scope for our carbon footprint during the baseline year on page 2, and Table 2: Emissions by scope for our carbon footprint during the current assessment year.
- 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.
- 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.
- Emissions from waste generate in operations (including wastewater), have now been included in Mastek UK's current reporting year assessment results, as shown in table 2 below.
- Our earlier baseline year was FY 2019-20 but due to change in calculation methodology we have change our baseline to FY 2022-23.
- Mastek UK have re-baselined their GHG emissions to the 2022-23 financial year assessment due to the use of DEFRA emission factors for Supply Chain Spend calculations. These emission factors capture an increased scope of emission sources for each relevant category and hence have caused an increase in emissions for a similar spend when compared with the previous method. As this improves reporting around Scope 3 spend emissions data, this change has been implemented and re-baselining has been approved.

Table 2: Current emissions by scope and source

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	23.77	100%
	Scope 2 - market-based	Market-based	Activity data	22.02	100%
Scope 3	4. Upstream transportation and distribution	Road freight	Spend based analysis	12.44	89.50%
		Postal and courier services	Spend based analysis	1.46	10.50%
	5. Waste generated in operation	Waste produced in operations	Activity data	2.82	100%
	6. Business travel (not included in scope 1 or scope 2)	Flights	Activity data	608.07	85.21%
		Employee-owned car travel (grey fleet)	Activity data	85.50	11.98%
		Hire Cars	Spend based analysis	13.73	1.92%
		Rail travel	Activity data	6.31	0.88%
	7. Employee commuting	Commuting	Activity data	111.04	100%
	9. Downstream transportation and distribution	Not applicable	*	0.00	-
	All other categories – location-based	-	Activity data	2.19	4.99%
			Spend based analysis	574.62	95.01%
	All other categories – market-based	-	Activity data	2.04	4.91%
Spend based analysis			574.62	95.09%	
Total (location-based)				1,441.96	100%
Total (market-based)				1,440.05	100%

Key:

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

Carbon Offset:

Mastek UK has offset their calculated Scope 1, 2 and 3 emissions, alongside the associated Scope 3 Supply Chain emissions reported, for the periods 2019-20, 2020-21, and 2021-22 for a total of 1,853 tCO₂e. This is illustrated in table below:

GHG Emissions	2019-20	2020-21	2021-22
Total emissions (tCO ₂ e)	782.73	516	553.58
Total offset (tCO ₂ e)	783	516	554

Emission 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 1152 tCO₂e by 2025. This is a reduction of 20.00% (i.e., average reduction of 10% YoY from the baseline reporting period of 2022-23 through to 2024-25).
- We will review our GHG emission for each year and also we will revisit our target and action plan post end of FY 2024-25.
- Our target is to achieve Net-Zero emissions by 2030 by reducing emissions by over 80% and offsetting the remaining 20% with carbon removal projects.

Carbon Reduction Projects/ Initiatives:


Above are the **baseline and current** year assessment results. Reductions are based on and tracked from the baseline year emissions.

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:


- Switch to electric vehicles by 2030.
- Preference will be given to use contracted workers whose company is certified Net-Zero by 2030.
- Utilize sustainable fuel flights for air travel once available.
- Preference will be given to work with supply chain vendors who are committed to reduce their own Scope 1, 2 and 3 emission sources.

Mastek UK have leased offices in UK where there is limited control over common utilities; however, the company will continue to focus on goals with regard to carbon reduction. As part of this, we will engage with the building managers with the aim to 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 (sustainable development goals):

	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. We have changed our energy source of all three offices in UK to renewable energy.
- 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.
- Use of electric hire car vehicles where feasible (i.e. suitable access to charging points)

 <p>12 RESPONSIBLE CONSUMPTION AND PRODUCTION</p>	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.

 <p>11 SUSTAINABLE CITIES AND COMMUNITIES</p>	The Goal is aimed at making cities and human settlements inclusive, safe, resilient, and sustainable.
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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:



Date:

29Sep2023

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>