

# Artic Carbon Reduction Plan

June 2025

## Commitment to achieving Net Zero

Artic Building Services Ltd is committed to achieving net zero emissions by 2050 at the latest with a minimum of 90% absolute carbon reduction and 10% Offset for any unavoidable residual CO<sub>2</sub>.

Artic are committed to becoming and continuing Carbon Neutrality by 2025 in line with GHG Protocol and PAS 20/60 guidelines, offsetting all Carbon emissions, with the goal and understanding that there will be a continuous focus on reducing absolute carbon emissions.

This will be achieved and based on extracting and reporting more data regarding Scope 3, creating a more realistic and detailed overall look at the company's emissions.

Company Baseline for Carbon Neutrality is set for the reporting period of 1<sup>st</sup> of January 2024 - 31<sup>st</sup> of December 2024, with the intention of promoting carbon neutrality for 2025 and 2026 through the purchase of Verra Certified Carbon Credits and continuous reduction in absolute emissions.

Ongoing emissions calculated internally and compiled for Carbon Neutrality through in-house fact finding of Scope 1, 2 and Scope 3, identified and calculated using GHG Protocol for 2024-25 at 358.67 tCO<sub>2</sub>e with an absolute reduction of 55% since first recording and with an increase of staff and business growth by 58%.

| PAS 2060 Information requirement                                                                                                                                                                        | Information as it relates to PMI affiliates                                                                                                                                                                |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Entities making PAS 2060 declarations                                                                                                                                                                   | Artic Building Services Ltd                                                                                                                                                                                |
| Individual responsible for the evaluation and provision of the data necessary for the substantiation of the declaration (inc. preparing, substantiating, communicating and maintaining the declaration) | Kevin Turner<br>ESG Compliance Manager                                                                                                                                                                     |
| Subject of PAS 2060 declaration                                                                                                                                                                         | Scope 1, 2 and 3 under operational control of Artic Building Services                                                                                                                                      |
| Function of subject                                                                                                                                                                                     | Hard FM                                                                                                                                                                                                    |
| Activities required for subjects to fulfil its function                                                                                                                                                 | Servicing, installation and maintenance of: <ul style="list-style-type: none"><li>- Plumbing</li><li>- Heating</li><li>- HVAC</li><li>- Electrical systems</li></ul><br>Soft FM services are subcontracted |

|                                          |                                                                                                                                                                                                                                                                                |
|------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Rationale for selection of the subjects  | Arctics ambition is to be carbon neutral for all direct operations (Office, fleet and processes) by 2025. In this journey, all subjects that have reached substantial emission reduction in the past years qualify to compensate residual emissions and become carbon neutral. |
| Type of conformity assessment undertaken | Third party, 10% Materiality, Reasonable level of assurance                                                                                                                                                                                                                    |
| Reference date for PAS 2060 programme    | March 7 <sup>th</sup> – May 21 <sup>st</sup> 2025                                                                                                                                                                                                                              |
| Achievement period                       | 26/06/2025                                                                                                                                                                                                                                                                     |
| Commitment period                        | Jan 1 <sup>st</sup> – December 31 <sup>st</sup> 2025                                                                                                                                                                                                                           |

### Permissible declaration

Carbon neutrality of Artic Building Services will be achieved by third party certification in accordance with PAS 20/60 at 26/06/2025 for the period commencing 1<sup>st</sup> January – 31<sup>st</sup> December 2025, through the audit and verification through BSI.

This will also be maintained and continuously achieved through:

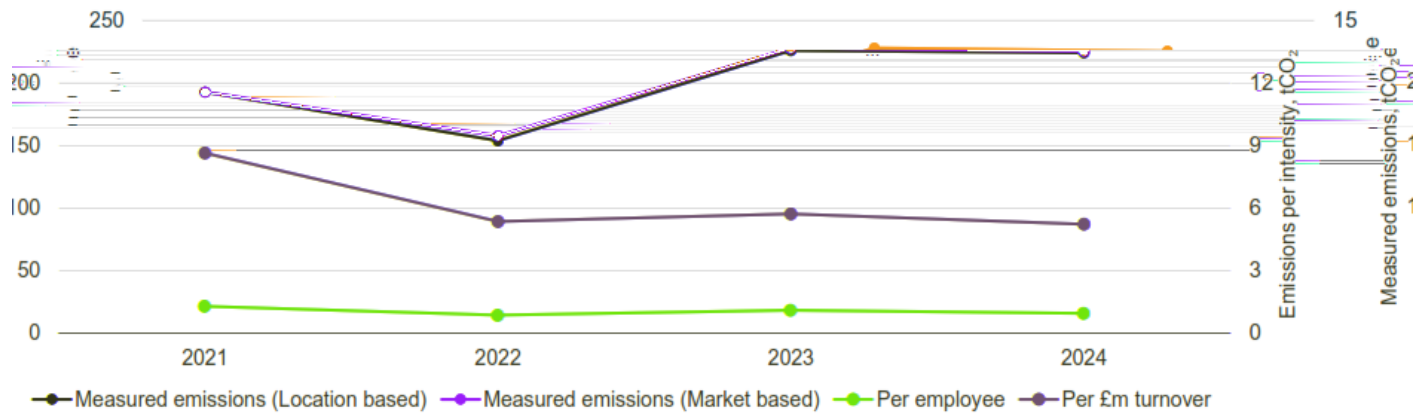
- ISO 50001 – Implementing processes showing our commitment to energy reduction via continuous improvement through initiatives, design and consideration, and certification achieved by British Assessment Bureau external verification, through an auditing process in improving energy reduction year on year in accordance with the standard.
- ISO 14001 – Showing commitment, awareness and risk analysis of the companies impact on Global emissions and biodiversity. Certification achieved by British Assessment Bureau external verification, through an auditing process showing continuous improvement in areas such as waste management, carbon reduction commitments and risk mitigation year on year in accordance with the standard.
- Planet Mark – Certification that demonstrates commitment to and verified data available to the public regarding to year-on-year absolute carbon reduction at 5% to achieving Net Zero goals, to show external verification and take accountability for our emissions and reduction strategies.

### Carbon Reduction

45% Absolute Reduction from 2020 company baseline to 2024.

65% Carbon reduction per employee based on total emissions ÷ total number of staff

Per employee calculation based on emissions from head office, employee consumption and commuting as Artic is only responsible for emissions produced by head office and its employees as client specific sites are responsible for their own emissions.



## Baseline Emissions Footprint

Our emissions baseline covers our scope 1, 2 and 3 emissions including all relevant scope 3 emissions categories. We follow the GHG Protocol for Corporate Emission Reporting and utilise the National TOMs Framework for Social Value for public facing reporting and accountability. Refer to Planet Mark Code of Practice for detailed information on the methodology and standards used in the preparation of our emissions baseline.

Contributions to the Eden Project and to Cool Earth's Asháninka community rainforest project have been made as part of Planet Mark Certification.

### Baseline Year: 2020-2021

#### Reporting year:

01 July 2020 to 30 June 2021

#### Reporting Boundary:

Unit 16-17 Schooner Park, Schooner Court, Dartford, Kent, DA2 6NW

#### Emissions measured:

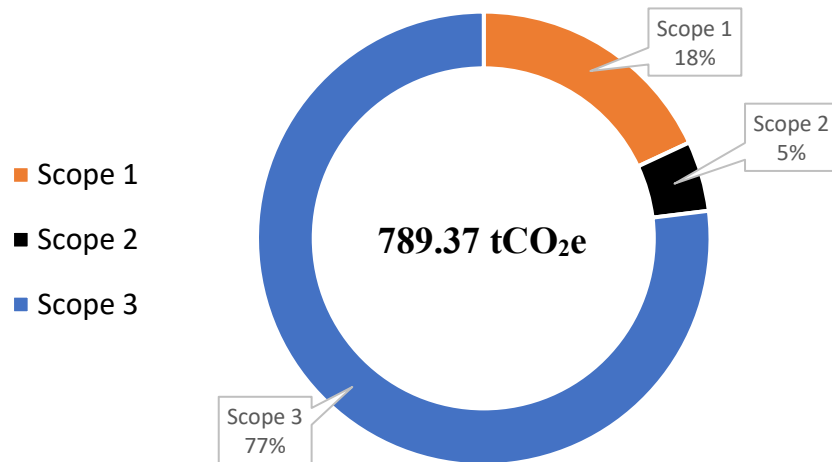
Electricity, T&D Losses, Water, Waste, Fleet, Business travel, Employee commuting, Paper

#### Notes:

All Base line data externally calculated and verified by Lexica Consultancy.

Data for scopes 1 and 2 was sourced from 2020/21 company records. Category C - Upstream transportation and distribution and G – Downstream transportation and distribution data included in the scope 3 calculations were not available to be used in the baseline. Additionally, category E – Business travel and F – Employee commuting data was extracted from a 2023 travel survey. Due to the response rate of 62%, the remaining proportion of travel emissions was estimated using the survey data. The estimated proportion of the baseline did not account for car sharing to avoid biasing the results, due to the limited size of the sample data.

# Total carbon emissions by Scope for year ending 2021, tCO<sub>2</sub>e



## Baseline year emissions:

| EMISSIONS                     | TOTAL (tCO <sub>2</sub> e)                                                                                                                                                                                                                                                                                                           |
|-------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Scope 1                       | 142.5                                                                                                                                                                                                                                                                                                                                |
| Scope 2                       | Electricity (location-based): 39.5<br>Electricity (market-based): N/A                                                                                                                                                                                                                                                                |
| Scope 3<br>(Included Sources) | a. Purchased goods and services: 0.30<br>b. Fuel and energy related activities: 3.5<br>c. Upstream transportation and distribution: data not available<br>d. Waste generated in operations: 7.00<br>e. Business travel: 191.66<br>f. Employee commuting: 404.91<br>g. Downstream transportation: data not available<br>Total: 607.37 |
| Total Emissions               | 789.37 (location-based)                                                                                                                                                                                                                                                                                                              |
| Per Employee                  | 5.3                                                                                                                                                                                                                                                                                                                                  |

## Current Emissions Reporting

### Reporting year:

01 January 2024 to 31 December 2024

### Reporting Boundary:

Unit 16-17 Schooner Park, Schooner Court, Dartford, Kent, DA2 6NW

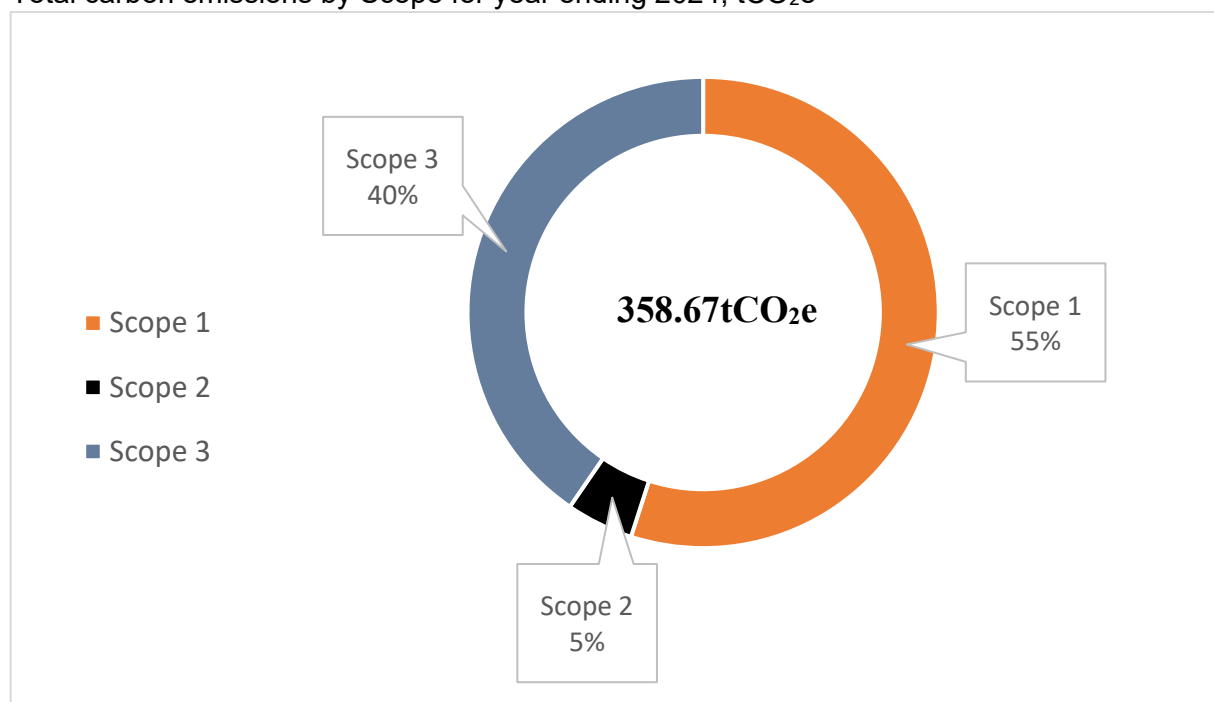
### Emissions measured:

Electricity, T&D Losses, Water, Waste, Fleet, Business travel, Employee commuting, Paper

### Notes:

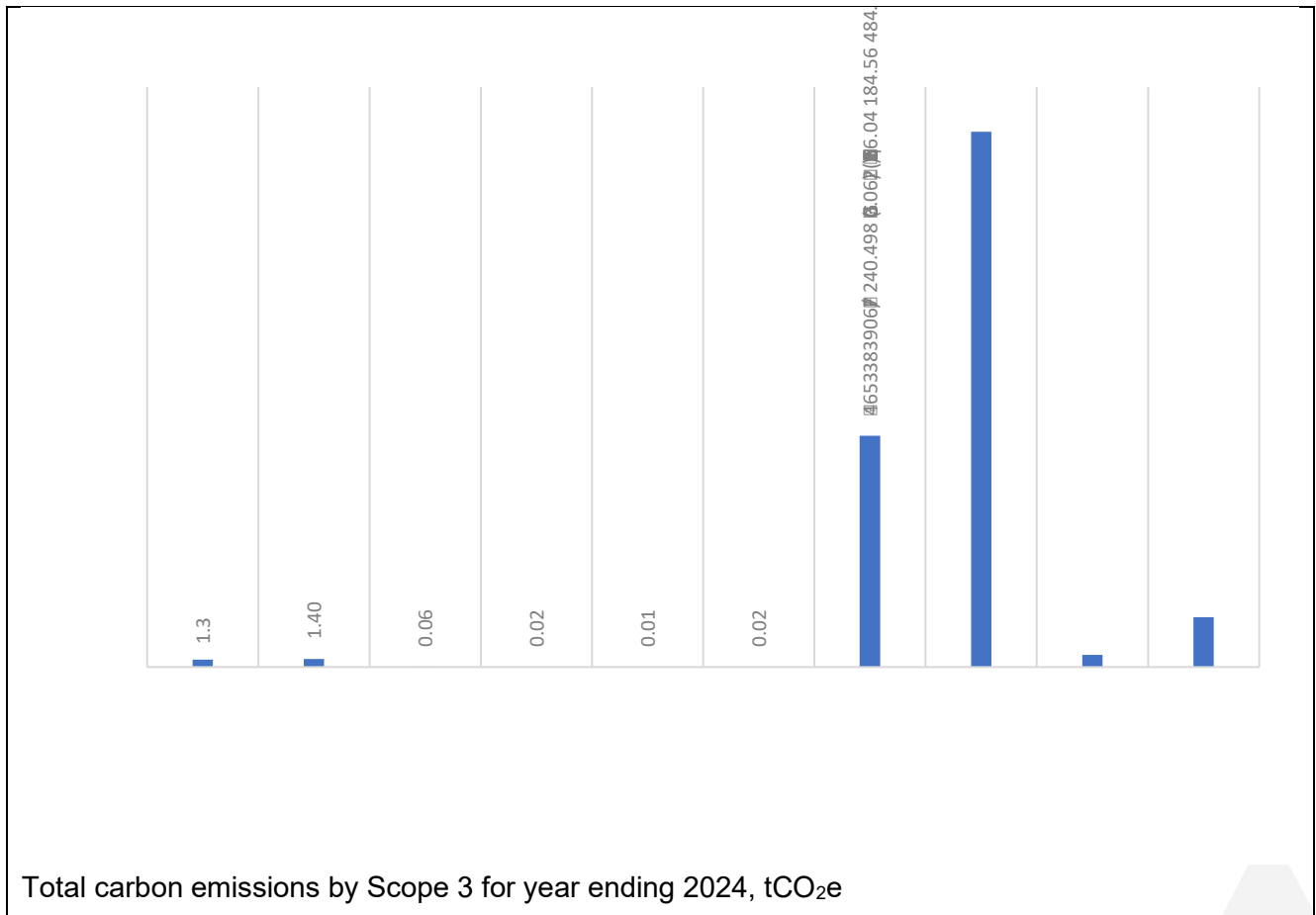
Data for scopes 1, 2 and Scope 3 Category 1,3,5 were sourced from 2024 company records. Scope 3 Category 6 calculations were used in baseline and 2024 Planet Mark submissions. Additionally, category 7 commuting data was extracted from a 2024 travel survey. Due to the response rate of 29%, the remaining proportion of travel emissions was estimated using distance travelled via post code in accordance with GHG protocol calculations on employee commuting. The estimated proportion of the baseline did not account for car sharing to avoid biasing the results, due to the limited size of the sample data.

Total carbon emissions by Scope for year ending 2024, tCO<sub>2</sub>e



| EMISSIONS | TOTAL (tCO <sub>2</sub> e)       |
|-----------|----------------------------------|
| Scope 1   | 196.3                            |
| Scope 2   | Electricity (market-based): 17.9 |

|                                             |                                                                                                                                                                                                                                                       |
|---------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Scope 3</b><br><b>(Included Sources)</b> | 1 Purchased goods and services: 39.9<br>3 Fuel and Energy related activities 1.3<br>4 Upstream Transportation and Distribution 2.1<br>5 Waste Generated in Operations 0.08<br>6 Business Travel 8.58<br>7 Employee Commuting 92.3<br><br>Total: 144.3 |
| <b>Total Emissions</b>                      | 358.67(market-based)                                                                                                                                                                                                                                  |
| <b>Per Employee</b>                         | 1.5                                                                                                                                                                                                                                                   |



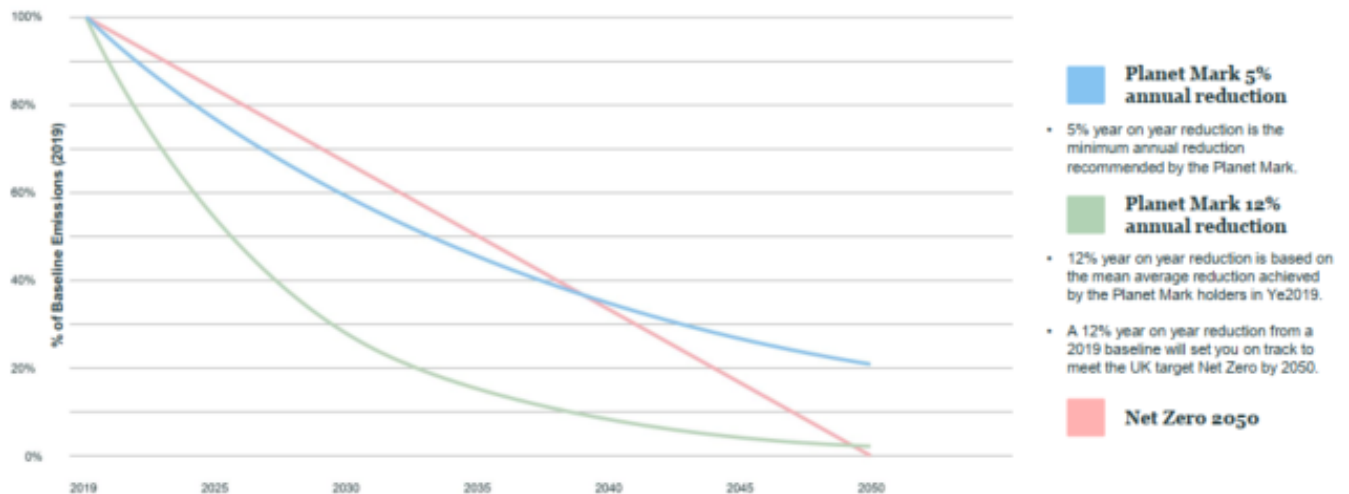
## Emissions reduction targets

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 next five years to 135 tCO<sub>2</sub>e by 2028. This is a reduction of 26%. Progress against these targets can be seen in the graph below:

### Target setting.

A Decade of Action: Pathways to Net Zero through varying emissions reduction trajectories



## Carbon Reduction Projects

### Completed Carbon Reduction Initiatives

The following environmental management measures and projects have been completed or implemented since the 2020/21 baseline. The carbon emission reduction achieved by these schemes equate to 356.97 tCO<sub>2</sub>e, a 55% reduction against the 2020/21 baseline. Artic continue to review, implement and monitor carbon reduction measures to reduce our organisational carbon footprint, as well as the carbon emissions associated with performing our contracts.

Below provides a summary of our strategy, Artic Zero.

### Practising what we preach

Since 2013, we have taken many steps in moving our business on the road towards net zero:

- October 2013 – We relocated offices to Dartford due to having over 80% of head office staff living within a 15-mile radius, lowering carbon emissions from travel.
- November 2019 - We implemented efficient water and heating solutions by adding sensors to our water, heating, lighting, and AC systems, preventing the use of unnecessary energy outside of office hours.
- May 2020 – We purchased 4 electric vans for our fleet. We have 48 vans in total, this equates to 8% of our fleet now being electric.
- August 2021 – By installing 100% LED lighting throughout our HQ, we increased our lighting energy efficiency.

- September 2021 – We achieved Planet Mark Accreditation which recognises our commitment to continuous improvement, measuring and reducing our carbon emissions, energy and water consumption, and travel and waste.
- March 2022 – The Founding of Artic Zero. We created Artic Zero to support businesses with achieving net zero.
- July 2022 – We increased our contributions to National Trust and other sustainability charities. We will have a commitment of at least 400 trees to be planted per year.
- August 2022 – We achieved reducing our carbon emissions by 5%.
- September 2022 – Earth Hero App – All employees to utilise the 'Earth Hero' app to reach individual sustainability goals.
- December 2022 – We plan to build a selected partnered framework of specialist energy consultants supporting our clients' roadmap to carbon neutrality.
- January 2023 – New CAFM system – Implemented new CAFM system to reduce paper usage by 30%.
- April 2023 – Cycle to work - 5% of employees using cycle-to-work scheme.
- September 2023 – Artic awarded ISO 50001 in energy management.
- December 2023 – Head office upgrade- Remedial works conducted as Artic head office to reduce carbon footprint.
- July 2024 – Electric fleet – The Artic electric fleet hit 10%.
- January 2025 – Carbon neutrality – Artic have become carbon neutral.

### **Our future plans**

But we're not stopping there; we have plenty of plans in the pipeline:

- April 2025 – Paper usage reduction – Reduce paper consumption by 80%.
- August 2025 – Solar panels – Reach stage 3 of solar panel installation at Artic head office to reduce overall carbon footprint.
- October 2025 – Planet Mark – Achieve Planet Mark award.
- December 2025 – Electrical fleet – 20-30% of Artic fleet to be electric.
- December 2025 – Supply chain – 5% of supply chain to have ISO 14001/50001 of policy to show commitment.
- January 2026 – Carbon emissions – To achieve a 5% carbon emissions reduction per employee.
- Ongoing – Carbon Net Zero.

To see our net zero roadmap: see <https://www.articbuildingservices.com/road-map/>



## Declaration and Sign Off

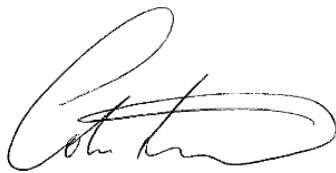
This Carbon Reduction Plan has been completed in accordance with PPN 06/21 and associated guidance and reporting standard for Carbon Reduction Plans.

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> 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:



Colin Trowell  
Managing Director



Paul Lucas  
Managing Director

Artic Building Services Limited

June 2025

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<sup>1</sup><https://ghgprotocol.org/corporate-standard>

<sup>2</sup><https://www.gov.uk/government/collections/government-conversion-factors-for-company-reporting>

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