POL301 Carbon Reduction Plan

1. Commitment to achieving Net Zero

Sync (a trading name of GBM Digital Technologies Limited) is committed to achieving Net Zero emissions by 2050.

2. 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: 2020	
Additional Details relating to the Baseline Emissions calculations:	
The baseline emissions calculations used are from Sync's data from 2020, focusing on Scope 1 and Scope 2 emissions. Sync are also currently looking to calculate it Scope 3 emissions - with a specific focus on business travel, to form part of our baseline emissions in 2023.	
Baseline year emissions	
EMISSIONS	**TOTAL (tCO$_2$e)**
Scope 1	**61.56** of which 12.41 was generated by Oil & Gas Combustion Emissions, and 49.15 was from Vehicle Fuel Combustion Emissions
Scope 2	**13.23** generated by Purchased Electricity Emissions
Scope 3	N/A - We have opted to use 2021 as a baseline due to the events and significant change to business operations during 2020
Total Emissions	74.79
Turnover	£130.10m
Intensity Ratio: Turnover (tCO2e / £m)	0.575

3. Current Emissions Reporting

Reporting Year: 2021	
EMISSIONS	**TOTAL (tCO$_2$e)**
Scope 1	**38.94** of which 16.91 was generated by Oil & Gas Combustion Emissions, and 22.03 was from Vehicle Fuel Combustion Emissions
Scope 2	**27.48** generated by Purchased Electricity Emissions
Scope 3	**24.11** of which 18.24 was generated by Business Travel (Cat 6), and 5.87 from Energy T&D (Cat 3). These numbers will be used to form the baseline for 2022 onward
Total Emissions	**90.53** (including Scope 3 - not previously tracked)
Turnover	£147.65m
Intensity Ratio: Turnover (tCO$_2$e / £m)	0.613

4. Emissions reduction targets

In order to continue progressing toward Net Zero, we have adopted a carbon reduction plan with tangible targets and timelines. Due to the continued growth of the business and the diversification of its activities, we believe that the best way to represent emissions data is through the use of an intensity ratio (tCO$_2$e by turnover in million pounds).

Based on this intensity ratio, and in relation to scope 1 and 2 emissions, we project that Sync's carbon emissions will decrease over the next two years from 0.450 tCO$_2$e per million pounds turned over to 0.400 tCO$_2$e per million pounds by 2024.

This is a reduction of 11.11%

5. Carbon Reduction Projects

5.1 Overview of commitments
Sync operate an environmental management system, certified to ISO 14001, through which we actively monitor, target, and aim to reduce our carbon footprint, use of scope 1 and 2 emissions, and waste.

We are also compliant with the Government's Streamlined Energy and Carbon Reporting (SECR) scheme, through which we report our scope 1 and 2 emissions,

outline energy efficiency measures, and state emissions with reference to an intensity metric (turnover).

5.2 Waste Management and Reduction

5.2.1 Operational and Office Waste
Sync have a comprehensive waste management strategy, which focuses on diverting waste from landfill. At last review (19.10.2022), our waste management providers reported that over 96% of our operational waste was diverted from landfill.

In order to continue to reducing waste sent to landfill, we are working to review our waste streams, how they are processed, and how we can minimise waste generated as part of our operational activities.

5.2.2 Packaging Waste
Sync have also signed up to a compliant packaging waste scheme through WastePack, to the ensure compliance with the packaging waste producer responsibilities.

5.2.3 WEEE Waste
Sync also form part of the circular computing economy. Our vendor certified technicians work tirelessly to repair and upgrade devices to extend their life – this supports programmes (like ReSync) that provide a route for the supply of second-user devices to end users.

We also work closely with an ADISA and ISO 14001 certified IT asset disposal specialist in order to reuse, repurpose, or recycle aged devices, components, and devices that are beyond economical repair in compliance with WEEE regulations.

6. Sustainable Programmes and Initiatives

Sync operate a number of sustainable programmes and initiatives to help reduce and offset its impact on the environment.

These include:

- Powering 100% of company-owned premises with energy from renewable sources.
- Migrating company vehicles to hybrid and fully electric models, with 25% of Sync's entire fleet now fully electric (and growing), and 16.7% now hybrid. We also have multiple charging points installed at company-owned premises.
- We've teamed up with PrintReleaf to offset our paper usage, which is reported on a monthly basis.
- We work closely with Apple Financial Services (AFS) and other leading leasing providers to provide customers with effective lifecycle management tools, reducing the burden on customers of managing aged technology. Together with AFS, we help to manage and retire devices, providing a route for tech to become second-user devices, forming part of the circular computing economy.

7. Ongoing Reduction Plan

In order to continue working toward net zero, Sync plan to further review and reduce its emissions, introduce new measures to reduce emissions, and factor in more scope 3 emissions data - as outlined below:

- **31/12/2022** Setting a baseline for scope 3 emissions in 2022 based on business travel only.
- **31/12/2023** Move to new premises powered by green energy sources (such as installing solar panels / heat pumps / other environmentally friendly technologies). We will also start tracking scope 3 emissions against a baseline in 2023 for business travel.
- **31/12/2024** Start tracking scope 3 emissions in relation to home-working and employee commute.
- **01/01/2025** Performing a formal review of our systems, and further reducing our scope 3 emissions.
- **01/01/2028** Making further reductions to our carbon footprint, and exploring options for offsetting any carbon generated that cannot be reduced.
- **01/01/2030** Migrating to an entirely electric company fleet.
- **31/12/2030** Start tracking and reducing scope 3 emissions relating to goods and services.
- **31/12/2031** Start tracking and reducing scope 3 emissions (Cat 1) relating to capital goods.
- **31/12/2032** Start tracking and reducing scope 3 emissions (Cat 2) relating to capital goods.
- **31/12/2033** Start tracking and reducing scope 3 emissions for fuel and energy related activities, not included in scope 1 or 2.
- **31/12/2034** Start tracking and reducing scope 3 emissions relating to upstream transportation and distribution.
- **31/12/2035** Start tracking and reducing scope 3 emissions (Cat 5) relating to waste generated in operations
- **31/12/2036** Start tracking and reducing scope 3 emissions (Cat 8) relating to upstream leased assets.
- **31/12/2037** Start tracking and reducing scope 3 emissions (Cat 9) relating to downstream distribution.
- **31/12/2038** Start tracking and reducing scope 3 emissions (Cat 10) relating to processing of sold products.
- **31/12/2039** Start tracking and reducing scope 3 emissions (Cat 11) relating to use of sold products.
- **31/12/2040** Start tracking and reducing scope 3 emissions (Cat 12) relating to end of life treatment of sold products.
- **01/01/2041 - 31/12/2049** Working to reduce greenhouse gases related to all business activity for scope 1, 2 and 3 emissions, with a further 10-year reduction plan create to detail this period of reduction.
- **01/01/2050** Sync becomes carbon neutral

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[1] and uses the appropriate Government emission conversion factors for greenhouse gas company reporting[2].

This Carbon Reduction Plan has been reviewed and signed off by the board of directors.

Chris Costello, CEO
Date: 19th of October, 2022

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[1] https://ghgprotocol.org/corporate-standard

[2] https://www.gov.uk/government/collections/government-conversion-factors-for-company-reporting