



Cabinet Office

CARBON REDUCTION PLAN GUIDANCE

Notes for Completion

Where an In-Scope Organisation has determined that the measure applies to the procurement, suppliers wishing to bid for that contract are required at the selection stage to submit a Carbon Reduction Plan which details their organisational carbon footprint and confirms their commitment to achieving Net Zero by 2050.

Carbon Reduction Plans are to be completed by the bidding supplier¹ and must meet the reporting requirements set out in supporting guidance and include the supplier's current carbon footprint and its commitment to reducing emissions to achieve Net Zero emissions by 2050.

The CRP should be specific to the bidding entity, or, provided certain criteria are met, may cover the bidding entity and its parent organisation. In order to ensure the CRP remains relevant, a Carbon Reduction Plan covering the bidding entity and its parent organisation is only permissible where the detailed requirements of the CRP are met in full, as set out in the Technical Standard² and Guidance³, and all of the following criteria are met:

- The bidding entity is wholly owned by the parent.
- The commitment to achieving net zero by 2050 for UK operations is set out in the CRP for the parent and is supported and adopted by the bidding entity, demonstrated by the inclusion in the CRP of a statement that this will apply to the bidding entity;
- The environmental measures set out are stated to be able to be applied by the bidding entity when performing the relevant contract; and
- The CRP is published on the bidding entity's website.

Bidding entities must take steps to ensure they have their own CRP as soon as reasonably practicable and should note that the ability to rely on a parent organisation's Carbon Reduction Plan may only be a temporary measure under this selection criterion.

The Carbon Reduction Plan should be updated regularly (at least annually) and published and clearly signposted on the supplier's UK website. It should be approved by a director (or equivalent senior leadership) within the supplier's organisation to demonstrate a clear commitment to emissions reduction at the highest level. Suppliers may wish to adopt the key objectives of the Carbon Reduction Plan within their strategic plans.

A template for the Carbon Reduction Plan is set out below. Please complete and publish your Carbon Reduction Plan in accordance with the reporting standard published alongside this PPN.

¹Bidding supplier or 'bidding entity' means the organisation with whom the contracting authority will enter into a contract if it is successful.

²Technical Standard can be found at:

https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/991625/PPN_0621_Technical_standard_for_the_Completion_of_Carbon_Reduction_Plans_2_.pdf

³Guidance can be found at:

https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/991623/Guidance_on_adopting_and_applying_PPN_06_21_Selection_Criteria_3_.pdf

Carbon Reduction Plan

Supplier name: Enigma Security Solutions Ltd and Enigma CCTV Ltd.

Publication date: 05/01/2023

Commitment to achieving Net Zero

Enigma Security Solutions and Enigma CCTV are committed to achieving Net Zero emissions by 2050.

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: 2014	
Additional Details relating to the Baseline Emissions calculations.	
Enigma baseline emissions has not deviated except from gap analysis from ISO updates and there has been no new baseline changes due to any organisational changes or restructuring	
Baseline year emissions:	
EMISSIONS	TOTAL (tCO₂e)
Scope 1	149.87
Scope 2	18.78
Scope 3 (Included Sources)	150.1
Total Emissions	318.75

Current Emissions Reporting

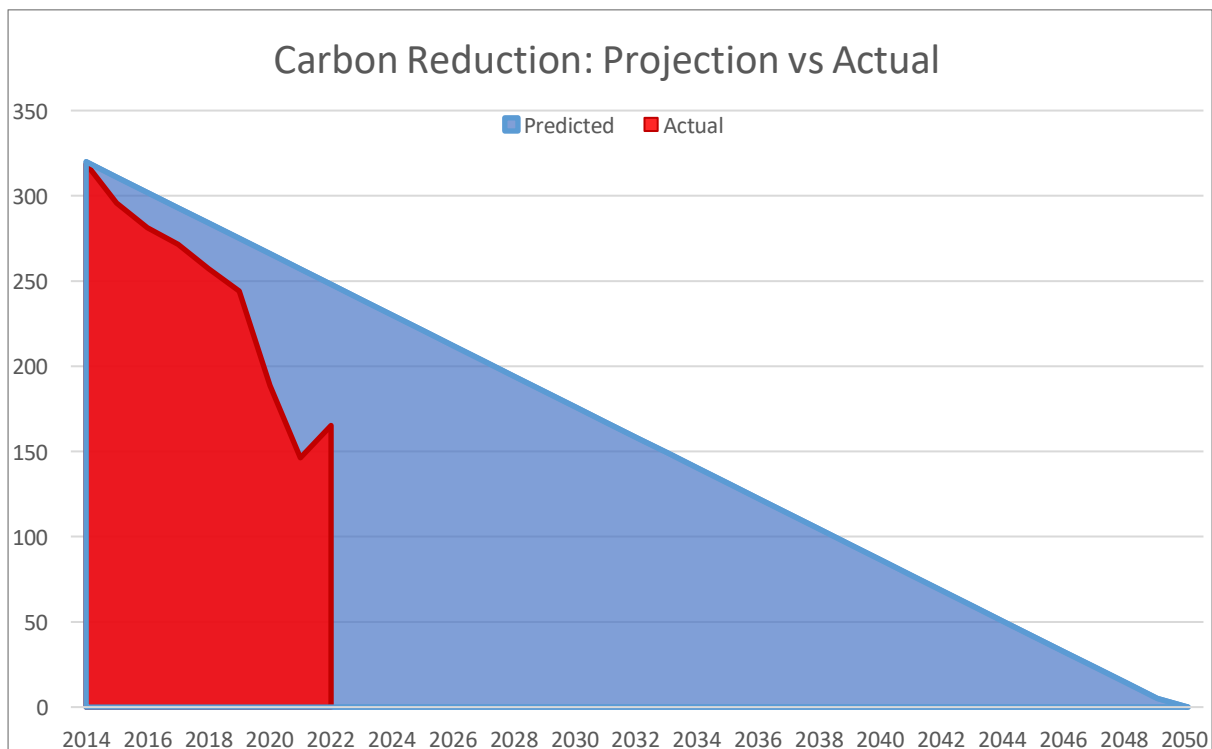
Reporting Year: 2022	
EMISSIONS	TOTAL (tCO ₂ e)
Scope 1	78.16
Scope 2	1.78
Scope 3 (Included Sources)	85.29
Total Emissions	165.23

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 **99.31 tCO₂e** by **2027**. This is a reduction of **32%**.

Progress against these targets can be seen in the graph below:



Carbon Reduction Projects

Completed Carbon Reduction Initiatives

The following environmental management measures and projects have been completed or implemented since the 2014 baseline. The carbon emission reduction achieved by these schemes equates to **153.52 tCO₂e**, a **48%** reduction against the 2014 baseline and the measures will be in effect when performing the contract.

Enigma became members of the UN Global Compact 2014 and made the following statement of commitment.

The Enigma Group of Companies continues to support and promote the corporate social and environmental initiatives of the UN Global Compact. For Enigma, becoming a more responsible and sustainable business goes hand in hand with these initiatives and the ten principles of the United Nation's Global Compact and continue this commitment to date. We subscribe to the UN Global Compact COP (Communication of Progress) annually. Enigma continues its drive for sustainability and compliance within the parameters of the UN Global Compact principles via integration with verified accreditations such as:

- ISO 9001:2015
- OHSAS 45001:2018
- ISO 14001-2015
- ISO27001
- ISO22301
- Cyber Essentials
- Achilles

Enigma has retained its position in the top 5% of all UK SIA Approved Supplier Security Contractors since **2014**.

Enigma believes a significant aspect of the challenge is that as a society we have not committed sufficiently to reduce emissions. To ensure we reach our carbon reduction commitments, we need to learn and use the “carbon math’s.” The basic mathematical concepts that are important to understanding how the carbon issue applies to each of us, whether as individuals, families, businesses, or other organisations. Scientists account for carbon emissions by classifying them into three categories, or “scopes.”

- Scope 1 – the direct emissions that your activities create — like the exhaust from the car you drive, or for a business, the vehicles it drives to transport its products/people from one place to another or the generators it might run.
- Scope 2 – indirect emissions that come from the production of the electricity or heat you use, like the traditional energy sources that light up your home or power the buildings owned by a business.
- Scope 3 – emissions are the indirect emissions that come from all the other activities in which you are engaged, including the emissions associated with producing the food you eat, or manufacturing the products that you buy. For a business, these emission sources can be extensive, and must be accounted for across its entire supply chain, the materials in its buildings, the business travel of its employees, and

the full life cycle of its products, including the electricity customers may consume when using the product.

Our aim towards Net Zero emissions rather than Carbon neutrality

- Enigma continues to comply with ISO 14001 Environmental Management which is externally audited via SSAIB to continually Improve our environmental objectives.
- Enigma has installed automatic switching when office(s) are not used.
- Have a policy to change vehicles regularly with servicing as and when required to keep vehicle in top specification.
- New “work at home” arrangements and reduced travel schedules for managerial and administrative staff were implemented from late March 2020 and these continued to be extended and refined. In December 2021 the new arrangements were still in place due to the ongoing pandemic and the success and popularity of these arrangements on many levels, our IT consultants have completed our move to Cloud based operation to make Enigma paperless.
- Enigma admin staff moved to a modern, much smaller Office in Romford with greatly reduced electricity and heating requirements. Most managers began working from home and continue to do so; meetings between staff and clients are now almost entirely virtual and other new contact protocols have been successfully established. Travel remains curtailed. Enigma’s vehicle fleet has been reduced to 7 Petrol (E10) Hybrids (6 Kia Niro and 1 Toyota Prius). Fully electrical vehicles will replace our Hybrids in the next few years, with price reductions and increased charging stations. In short, 2021 has a new work environment with new efficiencies that look set to remain.

In the future we hope to implement further measures such as:

First, we will drive down our scope 1 and 2 emissions to near zero by the middle of this decade through the following steps:

- By 2025, we will move to 100% supply of renewable energy, meaning we will have power purchase agreements for all our carbon emitting electricity usage.
- We will electrify our operational vehicle fleet by 2030.
- We will pursue International Living Future Institute Zero Carbon Certification

Second, we will reduce our scope 3 emissions by more than half by 2030 through new steps, including the following:

- In end of -2022, we will start phasing in our current internal carbon tax to cover our scope 3 emissions. For example, we would charge a flat fee per metric ton of all scope 1 and 2 emissions, plus scope 3 travel emissions. Our fee is paid by each department in Enigma based on its carbon emissions, and the funds are used to pay for sustainability improvements.

Starting in end of 2022, all our business departments will also pay an internal carbon fee for all their scope 3 emissions. We will start at a lower price per ton than our standard fee (to be confirmed) for other emissions, but we will gradually increase this fee until all our scope 1, 2, and 3 emissions are charged the same rate. This will increase incentives across the whole of Enigma to reduce all scope 3 emissions and fund the added work to reduce our own scope 3 emissions and invest in carbon removal activities.

- By February of 2023, we will begin implementation of new procurement processes and tools to enable and incentivise our suppliers to reduce their scope 1, 2, and 3

emissions. We will work with our suppliers to implement consistent and accurate reporting and pursue effective steps to make progress against scientifically based targets.

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 standard⁴ and uses the appropriate Government emission conversion factors for greenhouse gas company reporting⁵.

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) Standard⁶.

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:



Mahendra Vekariya
Financial Director

Date: 05/01/2023

⁴<https://ghgprotocol.org/corporate-standard>

⁵<https://www.gov.uk/government/collections/government-conversion-factors-for-company-reporting>

⁶<https://ghgprotocol.org/standards/scope-3-standard>