



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 supplier entity 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 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.

Carbon Reduction Plan Template

Supplier name: **HH Global**

Publication date: **January 2024**

Commitment to achieving Net Zero

We are committed to achieving net-zero emissions across our entire value chain by 2040. Our targets have been approved by the science-based targets initiative (SBTi).

Baseline Emissions Footprint

Baseline Year: 2022	
Additional Details relating to the Baseline Emissions calculations.	
<p>Our base year for our net-zero target is our financial year 2022 (April 1st 2021 to March 31st 2022). This was amended from 2020 due to a significant change in methodology and the introduce of science-based targets.</p> <p>Our policy is to recalculate our base year emissions should material changes occur due to acquisitions, divestments, methodology changes, or data errors. Our threshold for material changes is 5% of our total greenhouse gas emissions inventory.</p> <p>Scope 2 emissions are calculated using the market-based approach.</p>	
Baseline year emissions:	
EMISSIONS	TOTAL (tCO₂e)
Scope 1	195
Scope 2	0 (market-based)
	2,826.94 (location-based)
Scope 3 (Included Sources)	988,347 Our Scope 3 emissions breakdown is as follows: <ol style="list-style-type: none"> 1. Purchased Goods & Services (820,768 tCO₂e) 2. Capital Goods (N/A - no capital goods purchases made in the reporting period that are not already accounted for in Scopes 1/2 or other Scope 3 categories) 3. Fuel & Energy Related Activities (227 tCO₂e)

	<ol style="list-style-type: none"> 4. Upstream Transport & Distribution (39,602 tCO₂e) 5. Waste Generated in Operations (35 tCO₂e) 6. Business Travel (855 tCO₂e) 7. Employee Commuting (1,554 tCO₂e) 8. Upstream Leased Assets (N/A - no other material emission sources from assets we lease that are not already accounted for in Scopes 1/2 or other Scope 3 categories) 9. Downstream Transport & Distribution (N/A - no other material emission sources from downstream transport and distribution that are not already accounted for in Scopes 1/2 or other Scope 3 categories) 10. Processing of Sold Products (N/A - processing of sold products is not a material source of emissions) 11. Use of Sold Products (N/A - majority of products sold by HH Global do not consume energy during their use phase) 12. End of Life Treatment of Sold Products (125,307 tCO₂e) 13. Downstream Leased Assets (N/A - no downstream leased assets during the reporting period) 14. Franchises (N/A - no franchises in business model) 15. Investments (N/A - no significant investments made in the reporting period that are not already accounted for in Scopes 1/2 or other Scope 3 categories) <p>*Please note, N/A is where a category has been reviewed and deemed immaterial to HH Global's operations.</p>
Total Emissions	988,543

Current Emissions Reporting

Reporting Year: 2023	
EMISSIONS	TOTAL (tCO ₂ e)
Scope 1	310
Scope 2	0 (market-based)
	2,954 (location-based)
Scope 3 (Included Sources)	<p>846,045</p> <p>Our Scope 3 emissions breakdown is as follows:</p> <ol style="list-style-type: none"> 1. Purchased Goods & Services (712,888 tCO₂e) 2. Capital Goods (N/A - no capital goods purchases made in the reporting period that are not already accounted for in Scopes 1/2 or other Scope 3 categories) 3. Fuel & Energy Related Activities (414 tCO₂e) 4. Upstream Transport & Distribution (39,412 tCO₂e) 5. Waste Generated in Operations (71 tCO₂e) 6. Business Travel (1,849 tCO₂e) 7. Employee Commuting (1,675 tCO₂e) 8. Upstream Leased Assets (N/A - no other material emission sources from assets we lease that are not already accounted for in Scopes 1/2 or other Scope 3 categories) 9. Downstream Transport & Distribution (N/A - no other material emission sources from downstream transport and distribution that are not already accounted for in Scopes 1/2 or other Scope 3 categories) 10. Processing of Sold Products (N/A - processing of sold products is not a material source of emissions) 11. Use of Sold Products (N/A - majority of products sold by HH Global do not consume energy during their use phase) 12. End of Life Treatment of Sold Products (89,740 tCO₂e) 13. Downstream Leased Assets (N/A - no downstream leased assets during the reporting period) 14. Franchises (N/A - no franchises in business model) 15. Investments (N/A - no significant investments made in the reporting period that are not already accounted for in Scopes 1/2 or other Scope 3 categories) <p>*Please note, N/A is where a category has been reviewed and deemed immaterial to HH Global's operations.</p>

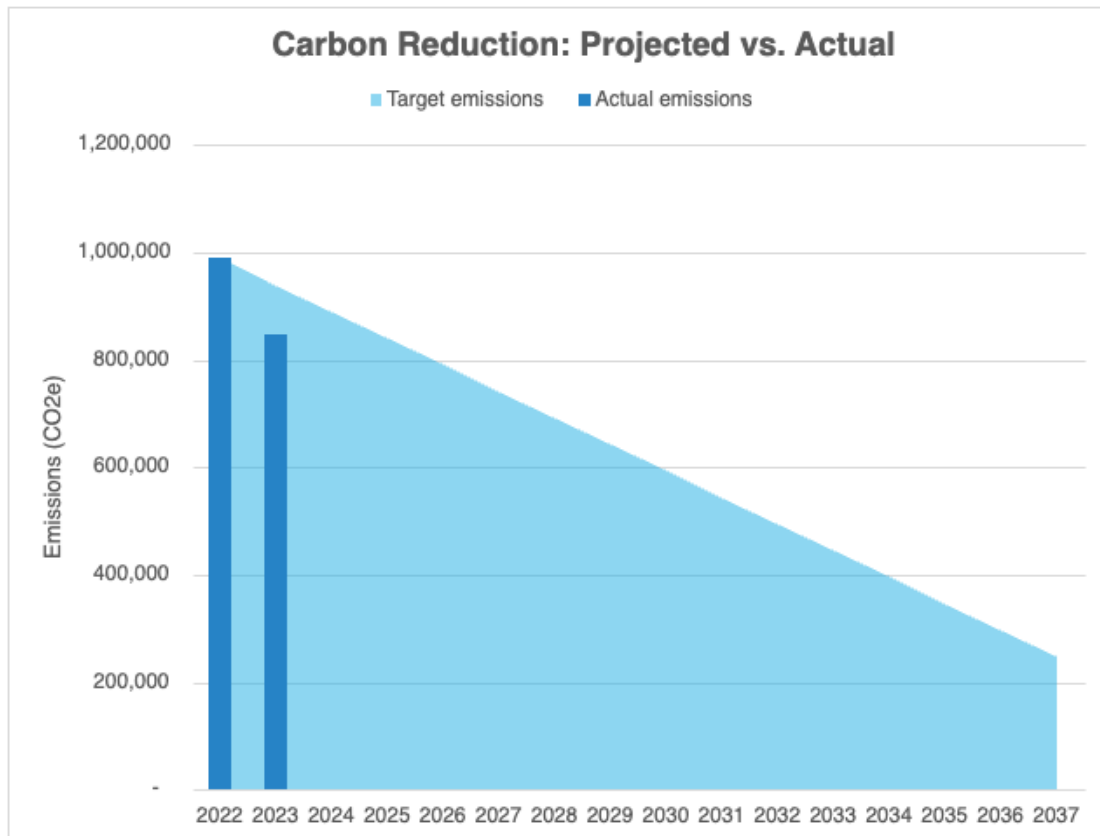
Total Emissions	846,365
------------------------	----------------

Emissions reduction targets

To achieve net-zero, we have adopted the following carbon reduction targets.

- 1) We will achieve 100% renewable energy in our operations by 2025**
- 2) We will achieve a 50% reduction in emissions by 2030.**
- 3) We will achieve a 90% reduction in emissions from our entire value chain by 2040.**

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



Carbon Reduction Projects

The following environmental management measures and projects have been completed or implemented since the 2022 baseline. These are examples of numerous projects we have carried out, and the carbon emission reduction achieved by the ones listed below equates to **2,407.34 tCO₂e**.

Renewable Energy Credits

Every year, we purchase renewable energy credits for all of the electricity used that doesn't come from renewable sources. This approach contributes to our target of 100% renewable energy 2025, and allows us to invest in renewable energy projects where direct purchase of this is not possible.

The result of this initiative was a saving of **2,158.45** tonnes of CO₂e in our 2022/2023 reporting year.

Sustainable materials

We worked with a major UK retail client and a finance client in Asia to switch their purchases to more sustainable materials. The carbon savings from this project have been calculated as **248.89** tonnes of CO₂e in our 2022/2023 reporting year.

General

We continue to carry out a range of activities to ensure we achieve our net-zero targets and contribute to a better world. Examples of these are:

- Creating a net-zero transition plan
- Implementing an environmental management system
- Building a sustainable procurement framework to help our suppliers
- Launching a conscious creative programme to educate designers
- Generating dashboards for clients to share the environmental impact of purchases
- Providing sustainability training for all employees

Declaration and Sign Off

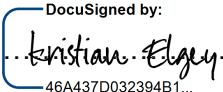
This Carbon Reduction Plan has been completed in accordance with PPN 06/21 and associated guidance and reporting standard for Carbon Reduction Plans.

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 the Supplier:

DocuSigned by:
 Date: **16th January 2024**
46A437D032394B1...

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>