



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

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

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: ACS Technology Group Ltd

Publication date: 22nd September 2025

Commitment to achieving Net Zero

ACS Technology Group is committed to achieving Net Zero emissions by 2035.

Baseline Emissions Footprint

ACS set the baseline year as 2019, whilst the business achieved carbon neutral status through carbon neutral partners, ACS recognise the business did not have an official sustainability strategy in place prior to 2019 and therefore use this as our baseline.

Baseline Year: 2019	
Additional Details relating to the Baseline Emissions calculations. 2019	
Our baseline year is 2019, all calculations were made in line with Carbon Neutral partners guidelines. Measurements were recorded using calculations provided by CNP	
Baseline year emissions:	
EMISSIONS	TOTAL (tCO₂e)
Scope 1	49
Scope 2	42
Scope 3 (Included Sources)	292
Total Emissions	383

Current Emissions Reporting

Reporting Year: 2024	
EMISSIONS	TOTAL (tCO ₂ e)
Scope 1	2.84
Scope 2	29.10
Scope 3 (Included Sources)	402.02
Total Emissions	433.96

Emissions reduction targets

As part of our ongoing commitment to achieving Net Zero, ACS has set new carbon reduction targets and adopted the Net Zero Pathway with BSI. Our carbon footprint is now verified in line with ISO-14064, ensuring our progress is measured to the highest international standards.

ACS commits to reaching Net Zero by 2035, utilising the pathway to net zero and ISO-14064 to ensure our reporting is verified and credible. ACS' main goals are highlighted below however, furthermore specific targets can be found within our GHG Report link on website footer.

- 1 – Net Zero by 2035.
- 2 – Net Zero Scope 1 % 2 emissions by 2028.
- 3 – Empowering Bradford.
- 4 – Supporting customers.

ACS have released our full sustainability report which is available to view here. [Sustainability Report](#)

Carbon Reduction Projects

Completed Carbon Reduction Initiatives

The following environmental management measures and projects have been completed or implemented since the 2019 baseline.

Since 2019, ACS Group has transformed its approach to sustainability—from foundational infrastructure upgrades to strategic carbon management. We began by installing 220 solar panels and reactive lighting at our head office, cutting our reliance on the national grid by around 60%.

We transitioned to an all-electric vehicle fleet in 2024, reducing Scope 1 and commuting emissions by 47%. Internally, we've embedded sustainability into customer account reviews, replaced single-use items with eco alternatives, and optimised energy use across IT systems.

Externally, we've hosted peer groups with the West Yorkshire Combined Authority, supporting over 35 local businesses on their sustainability journeys. We've also expanded our green product range, improved supplier engagement, and adopted ISO-14064-1 and the BSI Net Zero Pathway to guide our verified progress toward Net Zero by 2035.

ACS Group is committed to 5 short-term targets, and the next three years are critical to laying the groundwork. Following our re-baselining under the ISO 14064-1 standard, we will:

- **100% fleet electrification** to reduce Scope 1 emissions, replacing combustion vehicles with electric alternatives
- **Expand renewable energy procurement**, building on our existing solar infrastructure to further reduce Scope 2 emissions
- **Improve data accuracy and transparency** by continuously refining our methodologies, using supplier-specific data and conservative assumptions to ensure reliable reporting
- **Engage suppliers and partners** to address Scope 3 emissions, focusing on categories most relevant to ACS operations
- **Track internal performance** through annual reviews and updates to our Carbon Management Plan, ensuring we stay aligned with the BSI Net Zero Pathway

These goals are designed to deliver measurable progress, strengthen our credibility with customers, and empower staff to support sustainability in every part of the business.

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:

A handwritten signature in blue ink, appearing to read 'M. Owen', is written over a faint, light blue circular stamp.

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Date: 11/09/2025

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>