



Prepared for: **CACI**  
Prepared by: **Facilities Department**  
Date issued: **September 2023**

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## Carbon Reduction Plan



## Document Control

This section details document control in terms of its amendment history.

### Amendment History

Version	Author & Owner	Date	Status	Changes
1	Neil Birse	Nov 2021	CRP	Signed
2	Neil Birse	October 2022	CRP	Updated emissions data for the reporting year, and new targets
3	Neil Birse	September 2023	CRP	Updated Emissions data for the reporting year and targets reviewed

Signatory Role	Signature	Date
Facilities Manager	<u>Neil Birse</u>	1 <sup>st</sup> November 2021
Head Of Facilities	<u>Neil Birse</u>	7 <sup>th</sup> October 2022
Head of Facilities	<u>Neil Birse</u>	18 September 2023

# Carbon Reduction Plan

(As per PPN 06/21)

Supplier name: CACI Limited Kensington Village Avonmore Road W14 8TS (Company Registered Number 1649776)

Publication date: 18/09/2023

## Commitment to achieving Net Zero:

CACI Limited Kensington Village Avonmore Road W14 8TS is committed to achieving Net Zero emissions by 2040

## 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.

<b>Baseline Year: 1<sup>st</sup> July 2020 – 30<sup>th</sup> June 2021. In line with CACI's Financial year</b>	
CACI Ltd 1 <sup>st</sup> Carbon Reduction plan was set using its 2020 -2021 figures to coincide with its financial reporting period. The baseline figures are distorted due to the Covid-19 pandemic with government ordered lockdowns, office closures and staff ordered to Work from home. The information should to be taken into consideration when analysing the results.	
<b>Additional Details relating to the Baseline Emissions calculations.</b>	
The data supplied below covers Scope 1 and 2 and elements of Scope 3. The reporting period was affected due to COVID-19 – 98% of employees were working from home.	
<b>Baseline year emissions: 1<sup>st</sup> July 2020 – 30<sup>th</sup> June 2021</b>	
<b>EMISSIONS</b>	<b>TOTAL (tCO<sub>2</sub>e)</b>
Scope 1	95
Scope 2	216
Scope 3	18
<b>Total Emissions</b>	<b>330 (rounded up from 329) SECR</b>

## Current Emissions Reporting

**Reporting Year: July 2022 – June 2023**

CACI's Scope 1 & 2 carbon emission usage was reduced by 22% compared to the previous year and by 44% against the baseline. This significant reduction is by CACI improving its data management storage, along with operational processes and office building investments. Scope 3 (Grey Fleet only) has increased with additional staff travelling for business operations.

EMISSIONS	TOTAL (tCO <sub>2</sub> e)
Scope 1	76,424
Scope 2	96,377
Scope 3	112,111
Total Emissions	284,911

## Emissions reduction targets

CACI has set their emissions reduction target commitment to achieving Net Zero by 2040. With the solid strategic work carried out in the past year, CACI is focused on accelerating its target where possible and continues working with key industry experts on environmental initiatives.

In 2023-2024, CACI will continue with its committee and climate targets. The committee will aim to propose initiatives to continue to reduce our environmental impact, with some material investments to be analysed by the Exec board.

We project that carbon emissions for scope 1 and scope 2 will decrease over the next five years to 155 tCO<sub>2</sub>e by 2025. This is a reduction of circa 10%. The decrease can/will be adjusted with target reviewing annually. Within the next financial year, CACI will investigate corporate carbon offsetting opportunities.

### Scope Definitions

Greenhouse gas emissions are categorised into three groups or 'Scopes' by the most widely-used international accounting tool, the Greenhouse Gas (GHG) Protocol.

- Scope 1 - Covers direct emissions from owned or controlled sources.
- Scope 2 - Covers indirect emissions from the generation of purchased electricity, steam, heating and cooling consumed by the reporting company.
- Scope 3 - Includes all other indirect emissions that occur in a company's value chain.



## Completed Carbon Reduction Initiatives:

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

CACI has begun to implement emissions reduction strategies across our business operations to achieve Net Zero emissions by 2040. These include:

### Environmental Measures

- Our Sustainability policy and measures comply with ISO 14001 and are reviewed against this standard annually. Renewed 3-year BSI certification. Renewal achieved in 2023.
- CACI is working with CarbonBit to help review and reduce its emissions.
- Recycling points in key areas across all offices (general, food, paper, metal, and plastic)
- CACI staff provided with sustainable drinking vessels to use at the water dispensers.
- Target for zero landfill via waste collection across all CACI offices by September 2024.

### Energy Consumption

- Continue the dialogue with utility companies so all CACI offices are on renewable energy tariffs.
- The relocation of our head office data centre to an energy-efficient, Tier 3 DC operation. This uses renewable electricity, adopts targets derived from science-based targets Initiative (SBTi) to reduce greenhouse gases and maintains a robust waste management program.
- Boilers within offices are to be set to operate between October to April only.
- Non-essential air-conditioning switched off when not required.
- Upgrading of ageing HVAC systems.
- New LED designed Lighting system to be installed into CACI Head office during Quarter 4 2023

### Travel

- Encourage sustainable commuting methods through Cycle to Work schemes, season ticket loan schemes (for rail commute), secure bike parking and Public Transport
- Staff are encouraged to make greater use of existing and new communication platforms to reduce unnecessary business travel.
- Encourage Customers to hold remote meetings where possible.

### Infrastructure and Technology

- State-of-the-art conferencing facilities continue to be installed in several office locations to facilitate effective distributed working and significantly reduce office-to-office commuting.
- Non-essential air-conditioning switched off when not required.
- PIR Lighting sensors installed where possible.
- Heating systems reduced and isolated based on seasonal requirements and office demands.
- Energy efficient rated air conditioning systems refreshed when upgrades required , leading to reductions in energy consumption.
- Non-essential IT systems/technology, including monitors, conference equipment and printers, are switched off when not in use.
- Installation of Cisterniser's to reduce water usage by end of 2023.

In future, we hope to implement further measures. As detailed below.

- Reducing energy usage from non-renewable resources, by agreeing to tariffs where 100% renewable energy is offered. Encourage landlords where we occupy to carry out the same targets CACI have.
- Phase 3 of ESOS (Energy Savings Opportunity Scheme) to be completed by November 2023
- CACI employees travel for business *only* when essential and are encouraged to use sustainable travel methods – flexible meeting schedules and teleconferencing facilities will support this.
- Review Property Portfolio strategy annually, seeking viable opportunities to reduce office space.
- Procurement of new energy-efficient IT systems, including upgrading printers and monitors to be completed in 2023.
- Detailed environmental survey across Key CACI office locations for energy/heat loss by Feb 2024
- Full LED lighting system to be installed at Head office aim to complete by the end of 2023.

## 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>9</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:**

SA Pule

Date: 10/10/2023

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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>9</sup>  
<https://ghgprotocol.org/standards/scope-3-standard>

