

Carbon Reduction Plan

Supplier name The Education and Training Foundation
Publication date 20/02/2026

Commitment to achieving net zero

The Education and Training Foundation 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.

Baseline year: April 2021 – March 2022

Additional details relating to the baseline emissions calculations:

[Reported emissions below are location based, operational emissions covering Scopes 1 & 2 and Scope 3 categories 1, 5, 6, 7. Omitted categories 2, 3, 4, 8 & 9 were either deemed negligible, not applicable or covered in category 1]

Baseline year emissions:

| Emissions | Total (tCO ₂ e) |
|----------------------------|----------------------------|
| Scope 1 | 12.11 |
| Scope 2 | 13.77 |
| Scope 3 (included sources) | 7,698.74 |
| Total emissions | 7724.62 |

Current emissions reporting

Reporting year: April 2024 – March 2025

| Emissions | TOTAL (tCO ₂ e) |
|----------------------------|----------------------------|
| Scope 1 | 10.23 |
| Scope 2 | 8.02 |
| Scope 3 (included sources) | 1,587.33 |
| Total emissions | 1605.35 |

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 1064 tCO₂e by 2031. This represents a further reduction of 33% tCO₂e by 2031 against our current (2024-25) emissions footprint.

Carbon reduction projects

Completed carbon reduction initiatives

The following environmental management measures and projects have been completed or implemented since the 2021 baseline. The carbon emission reduction achieved by these schemes equate to **6119.27** tCO₂e, a **79%** reduction against the 2021 baseline and the measures will be in effect when performing the contract.

- Formation of net zero working group to champion decarbonisation throughout the organisation.
- 40% reduction in overall procurement
- More accurate measurement of purchased goods and services
- Carbon reduction questions form part of supplier selection
- Sub let empty office space to reduce Scope 1 & 2 emissions

Future carbon reduction initiatives

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

- Office move (estimated reduction potential of 12 tCO₂e)
- EV salary sacrifice scheme (potential reduction of 12.1 tCO₂e)
- Mandating low carbon business travel and electric car leasing (max reduction 35.27 tCO₂e)
- Continued supplier engagement and questionnaires for new contracts

Declaration and sign off

This Carbon Reduction Plan has been completed in accordance with PPN 006 and associated guidance and reporting standard for Carbon Reduction Plans.

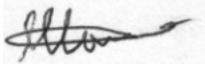
Emissions have been reported and recorded in accordance with the published reporting standard for Carbon Reduction Plans and the GHG Reporting Protocol corporate standard¹³ and uses the appropriate [government emission conversion factors for greenhouse gas company reporting](#).¹⁴

Scope 1 and Scope 2 emissions have been reported in accordance with SECR requirements (where required), 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.¹⁵

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 black ink, appearing to read 'M. Lowe', is shown within a rectangular box.

Michael Lowe, Associate Director of People & Workplace (Carbon Reduction Plan Sponsor)
Date: 24 February 2026

¹³ <https://ghgprotocol.org/corporate-standard>

¹⁴ www.gov.uk/government/collections/government-conversion-factors-for-company-reporting

¹⁵ <https://ghgprotocol.org/standards/scope-3-standard>