



FCN Group CARBON REDUCTION PLAN

Executive Summary:

As part of FCN Group's ongoing commitment to sustainability and environmental responsibility, this report outlines our approach to carbon emission reporting. In particular, it focuses on the 12-month period selected for reporting, the use of estimates in data gaps, and our future objectives to enhance accuracy in our reporting. This report highlights our dedication to transparent and meaningful sustainability initiatives.

Introduction:

FCN Group recognizes the vital role that effective carbon emission reporting plays in our journey towards sustainability. With a strong emphasis on accountability and continuous improvement, our company has selected the 12-month period from January 1st to December 31st for reporting carbon emissions.

1. 12-Month Reporting Period:

We have established a comprehensive annual reporting period from January 1st to December 31st. This duration aligns with our business operations and enables us to assess emissions data over a complete business cycle. The 12-month reporting period reflects FCN Group's dedication to transparency and accurate sustainability assessment.

2. Use of Estimates in Data Gaps:

We acknowledge that in certain areas, such as transportation, our current data is limited. In these instances, we have opted to use informed estimates to calculate emission figures. We understand that using estimates is not ideal, but it is a temporary solution to provide a foundational baseline. As more accurate data becomes available, we are committed to updating our reporting to ensure it reflects our actual carbon emissions.

3. Future Objectives:

Our long-term objective is to enhance the precision and completeness of our carbon emission reporting. To achieve this, FCN Group will:

- **Data Collection:** Invest in improved data collection processes to obtain more accurate and comprehensive information regarding our emissions across various operational areas.



- **Advanced Reporting Tools:** Explore the use of advanced reporting tools and environmental management systems to streamline data gathering, analysis, and reporting.
- **Employee Engagement:** Foster a culture of sustainability within the organization, encouraging employees to actively participate in reducing carbon emissions, especially in areas where they have a direct impact.
- **Consultation with Experts:** Seek advice and collaborate with sustainability experts to ensure that our reporting meets international standards and best practices.

Conclusion:

FCN Group remains steadfast in its commitment to environmental responsibility and sustainability. This policy-themed report underscores our approach to carbon emission reporting, including the selected 12-month period, the use of estimates where data is limited, and our future objectives to enhance the accuracy of our reporting. We believe that this dedication to transparency and sustainability will guide us toward a greener and more responsible future, benefiting both our company and the environment.

FCN Group

Publication date: 14th January 2023

Commitment to achieving Net Zero

FCN Group is committed to achieving Net Zero emissions by 2035.

Baseline Emissions Footprint

Baseline emissions for FCN Group, a recruitment agency offering temporary, interim, and permanent recruitment solutions to clients and candidates across a range of specialisms, are essential for assessing the company's carbon footprint. To initiate this process, we will begin with a basic estimation of emissions in some key areas. Keep in mind that this is a very first attempt and will be followed by a more comprehensive analysis.

1. **Office Energy Consumption:** We have started calculating the energy consumption in our offices. This includes electricity and heating/cooling. Although currently limited information is available we will do our best to ascertain the figures are more accurate in the subsequent years.
2. **Transportation:** Assessing emissions associated with employee commuting and business-related travel. This includes calculating emissions from company vehicles, employee commuting, and any travel required for client meetings. Due to the limited availability of current transportation data, we have relied on estimates to determine emission figures. We anticipate that with the acquisition of more comprehensive data in the future, we will be able to provide a more precise and accurate report.

3. **Paper and Printing:** We now consistently evaluate emissions from paper and printing materials used within the organisation.
4. **IT and Electronics:** We will calculate emissions related to the use of IT equipment and electronic devices. This includes the energy consumed by computers, servers, and other electronic appliances.
5. **Waste:** Assess emissions from waste disposal, including landfill and recycling. Determining the emissions from the disposal of office waste and any special waste generated by our business.
6. **Supply Chain:** While this may be more complex, estimate emissions associated with the supply chain. This involves the carbon footprint of goods and services that your business procures.
7. **Client Meetings and Events:** Evaluate emissions from hosting or attending client meetings, conferences, and events. This includes travel, catering, and other associated activities.
8. **Employee Behavior:** We are promoting eco-friendly practices among employees to reduce emissions. This includes encouraging public transportation, telecommuting, or implementing energy-saving measures in the office.
9. **Data Collection and Reporting:** Implement data collection and reporting mechanisms to continuously monitor emissions. Consider using environmental management systems or carbon accounting software to streamline this process.

This initial assessment will provide a basic understanding of our baseline emissions. To establish a more accurate and comprehensive baseline, we will look to engage in a professional carbon audit or consult with sustainability experts. The data collected in this initial assessment will serve as a starting point for developing strategies to reduce and offset emissions as part of our sustainability efforts.

For the submission year, it's important to acknowledge that the estimated emissions provided are based on the available data and represent a preliminary snapshot of FCN Group's carbon footprint. Due to the complexities and variables involved, this initial assessment may not capture the full scope of emissions with absolute precision. However, it serves as a crucial starting point for the company's sustainability journey. In subsequent years, as more accurate and comprehensive data becomes available and as the organization refines its emission accounting processes, these estimates are expected to become increasingly precise. This ongoing commitment to data collection and analysis will enable FCN Group to make more informed decisions and implement targeted strategies to reduce and offset emissions, contributing to its sustainability goals and minimizing its environmental impact.

The FCN Group's management has approved the period from January 1st to December 31st as the 12-month timeframe for reporting our carbon emissions.

Baseline Year: 2022	
Baseline year emissions:	
EMISSIONS	TOTAL (tCO₂e)
Scope 1	Scope 1 – Direct Emissions tCO₂e
	Stationary Combustion (Boiler, Generator) 0.0000
	Mobile Combustion (Company Fleet) 0.0000
	Process Emissions (On-Site Manufacturing) 0.0000
	Fugitive Emissions (F-Gasses) 0.0000
	Scope 1 Total 0.0000
<i>Our business processes and activities currently do not generate emissions within this scope. Nevertheless, we will continuously monitor and regulate these processes, promptly reporting any emissions that may arise.</i>	
Scope 2	Scope 2 – Indirect Emissions tCO₂e
	Electricity (Head office & Branches) 16.5659
	Gas (Heating type) 0.0945
	Water 0.0000
	Scope 2 Total 16.6604
Scope 3 (Included Sources)	Scope 3 tCO₂e
	Waste Generated in Operations 8.5124
	Upstream transportation & distribution 0.0000
	Downstream transportation & distribution 0.0000
	Business Travel 0.0000
	Commuting (round trip to location) 1,821.2439
	Work From Home 0.0000
Scope 3 Total 1,829.7563	
Total Emissions	1,846.4167 tCO₂e

Current Emissions Reporting

Current Year: 2022	
Current year emissions:	
EMISSIONS	TOTAL (tCO₂e)
Scope 1	Scope 1 – Direct Emissions tCO₂e
	Stationary Combustion (Boiler, Generator) 0.0000
	Mobile Combustion (Company Fleet) 0.0000
	Process Emissions (On-Site Manufacturing) 0.0000
	Fugitive Emissions (F-Gasses) 0.0000
	Scope 1 Total 0.0000
<i>Our business processes and activities currently do not generate emissions within this scope. Nevertheless, we will continuously monitor and regulate these processes, promptly reporting any emissions that may arise.</i>	
Scope 2	Scope 2 – Indirect Emissions tCO₂e
	Electricity (Head office & Branches) 16.5659
	Gas (Heating type) 0.0945
	Water 0.0000
	Scope 2 Total 16.6604
Scope 3 (Included Sources)	Scope 3 tCO₂e
	Waste Generated in Operations 8.5124
	Upstream transportation & distribution 0.0000
	Downstream transportation & distribution 0.0000
	Business Travel 0.0000
	Commuting (round trip to location) 1,821.2439
	Work From Home 0.0000
Scope 3 Total 1,829.7563	
Total Emissions	1,846.4167 tCO₂e
Reporting Year: 2022	

Carbon Reduction Initiatives

FCN Group is fully committed to reducing its carbon footprint in alignment with international standards such as ISO 14001 for environmental management systems and PAS 2060 for carbon neutrality. The following initiatives outline our strategy for carbon reduction while adhering to these standards:

1. Comprehensive Carbon Assessment:

ISO 14001: We will conduct a thorough carbon assessment, identifying sources of emissions across all aspects of our business operations. This assessment will be performed regularly, allowing us to continually monitor and improve our carbon management.

PAS 2060: In line with PAS 2060, we will accurately measure our carbon emissions, ensuring that our reporting is transparent, accurate, and follows the established guidelines for carbon neutrality certification.

2. Renewable Energy Transition:

ISO 14001: We will progressively shift to renewable energy sources, such as solar and wind power, for our office facilities. This transition aligns with the ISO 14001 standard's emphasis on reducing energy-related carbon emissions.

3. Transportation Optimization:

ISO 14001: We will prioritize transportation efficiency to reduce emissions associated with employee commuting and business-related travel. This includes promoting carpooling, remote work options, and eco-friendly transport alternatives.

4. Paperless Operations:

ISO 14001: FCN Group will actively reduce its paper and printing footprint, in adherence to ISO 14001 standards, by implementing digital documentation and communication processes.

5. Carbon Offsetting:

PAS 2060: To attain carbon neutrality certification per PAS 2060, we will invest in high-quality carbon offset projects. These projects will be carefully selected to ensure they meet the PAS 2060 criteria for credibility and effectiveness.

6. Employee Engagement:

ISO 14001: We will foster a sustainability culture within our organization, actively involving employees in reducing carbon emissions. This includes providing training and awareness programs to align with ISO 14001 standards.

7. Monitoring and Reporting:

ISO 14001 and PAS 2060: FCN Group will utilize advanced environmental management systems for accurate data collection and reporting. This includes regularly assessing and verifying our progress in line with both ISO 14001 and PAS 2060 requirements.

8. Consultation with Experts:

FCN Group LTD
1st Floor, Packwood House, Guild Street,
Stratford-upon-Avon,
CV37 6RP



PAS 2060: In accordance with PAS 2060, we will collaborate with carbon neutrality experts and auditors to ensure that our carbon offset initiatives are robust and meet the certification criteria.

Conclusion:

FCN Group is dedicated to achieving carbon reduction and carbon neutrality in adherence to the rigorous standards set by ISO 14001 and PAS 2060. Our comprehensive initiatives aim to reduce carbon emissions across our operations, transition to renewable energy, engage employees, and offset emissions responsibly. By aligning our efforts with these standards, we aim to set a strong example of environmental responsibility and sustainability in our industry.

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 FCN Group:

A handwritten signature in black ink, appearing to be 'S. Lee', written over a dotted line.

Date: 14/11/2023

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>