



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 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.

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

Carbon Reduction Plan Template

Supplier name: **BTG Gases Ltd**

Publication date: **March 2025**

Commitment to achieving Net Zero

BTG Gases is committed to achieving Net Zero emissions by 2050.

Baseline Emissions Footprint

Baseline emissions are a record of the greenhouse gases (GHG) 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.

GHG emissions were quantified by applying the most relevant emission factors to activity data. GHG emission factors relating to the 2024 reporting year are predominantly sourced from the 2024 *UK Government GHG Conversion Factors for Company Reporting* (July 2024).

Baseline Year: 2024	
Additional Details relating to the Baseline Emissions calculations.	
The 2024 calendar year represents the first carbon footprint assessment undertaken by BTG Gases Ltd. It covers all applicable sources as required by PPN 06/21 and has been conducted in line with the Greenhouse Gas Protocol Corporate Standard.	
Baseline year emissions:	
EMISSIONS	TOTAL (tCO₂e)
Scope 1	20.4
Scope 2	0.7
Scope 3 (Included Sources)	55.1
Total Emissions	76.1

Emissions reduction targets

BTG Gases Ltd commits to achieving Net Zero by 2050 for:

- Direct emissions arising from Scope 1 and 2 emissions.
- The following Scope 3 sources: energy well-to-tank, upstream transportation and distribution, waste, business travel, staff commuting, downstream transportation and distribution, including all the upstream emissions associated with the aforementioned scope 3 sources.

Progress against our 2050 Net Zero target can be seen in **Figure 1** below:

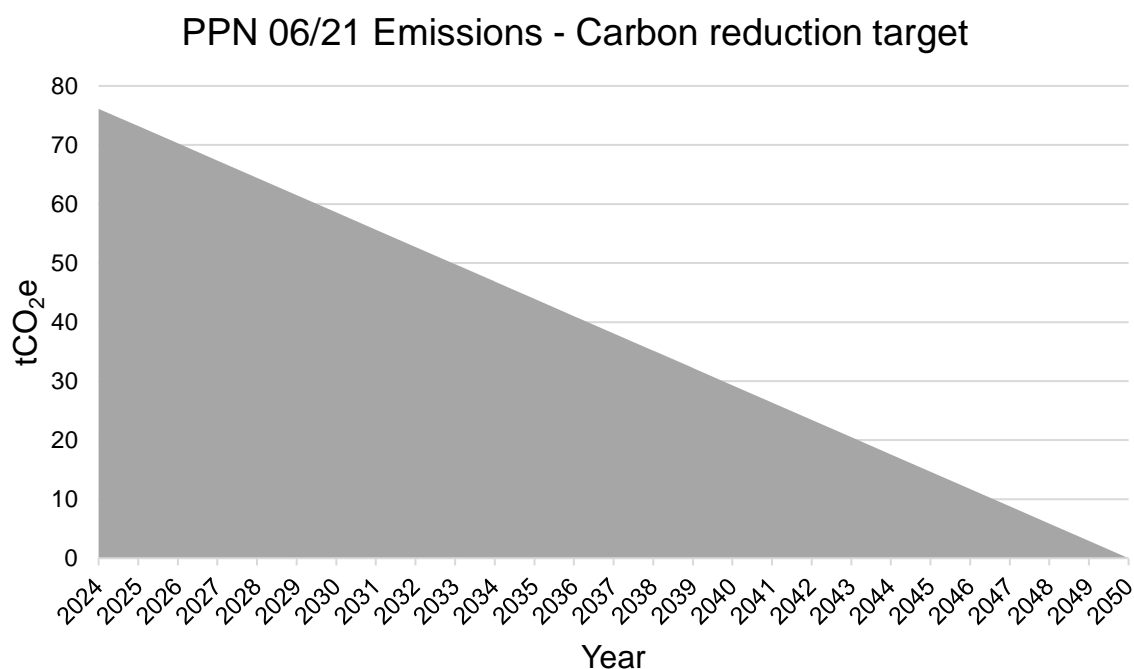


Figure 1: Net Zero reduction target for PPN 06/21

Carbon Reduction Projects

Completed Carbon Reduction Initiatives

Completed Actions (During 2024)

- **Renewable Energy Procurement:** Transitioned to a 100% renewable electricity tariff.
- **Fleet Upgrade:** Completed the conversion of all company-owned vehicles (COVs) from diesel to plug-in hybrid electric vehicles (PHEVs). This transition commenced in 2020 and was finalised in January 2024.

- **Electric Vehicle (EV) Infrastructure:** Installed two EV charging points at the office. All COVs are now charged on-site, each offering a minimum electric range of 35 miles.
- **Lighting Efficiency Improvements:** All office lighting was upgraded to LED fixtures in February/March 2024.
 - Electricity use in the warehouse remains minimal due to ample natural lighting and limited use of machinery.
- **Electric Forklift Optimisation:** New batteries were installed in 2024, enabling charging to be reduced to once every fortnight.

Planned and Considered Future Actions

- **GHG Data Management Enhancement:** Intend to improve the efficiency and consistency of data recording and reporting processes.
- **Adoption of Hydrotreated Vegetable Oil (HVO) Fuel:**
 - Initial discussions to commence with distributors regarding a potential switch to HVO fuel.
 - BTG Gases Ltd's parent company recently installed an on-site HVO storage tank with positive outcomes; this option is being explored for BTG Gases Ltd to enable distributor refuelling at their premises.
- **Fleet Electrification Strategy:** Plans are in place to transition the fleet from PHEVs to fully electric vehicles, subject to continued improvements in battery range and charging infrastructure.
- **Business Travel Emissions Reduction:**
 - Domestic air travel is being replaced with train journeys where feasible.
 - For required in-person training, the frequency of travel is being reviewed.
 - For example, combining or extending training sessions to minimise repeated travel.
- **Warehouse Efficiency Improvements:** Considering the installation of LED lighting in the warehouse. While the impact is expected to be modest, it remains a worthwhile upgrade.
- **Premises Relocation:** A move to a more energy-efficient building with a higher Energy Performance Certificate (EPC) rating is anticipated within the next 18 months.

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.

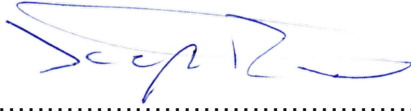
⁴<https://ghgprotocol.org/corporate-standard>

⁵<https://www.gov.uk/government/collections/government-conversion-factors-for-company-reporting>

⁶<https://ghgprotocol.org/standards/scope-3-standard>

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 be 'Sepp 12', is written above a dotted line.

Date: 31/03/2025