Cabinet Office

Carbon Reduction Plan

Supplier name: Delotas

Publication date: 4th February 2024

Commitment to achieving Net Zero

Delotas Ltd is committed to achieving Net Zero emissions by **2030**.

Baseline Emissions Footprint

The year 2022 was the second year that Delotas Ltd assessed and reported on its carbon emissions.

Name	Dept	Rev number	Revision Date
Nathan Henwood	Director	1.0	April 2022
Nathan Henwood	Director	2.0	April 2023
Nathan Henwood	Director	3.0	April 2024

Baseline Year: 2022	

Additional Details relating to the Baseline Emissions calculations.

The year 2021was the first time that Delotas assessed and reported on its carbon emissions.

Baseline year emissions: 2021

EMISSIONS	TOTAL (tCO$_2$e)
Scope 1	<table><tr><td>**Scope 1**</td><td>**tCO2e**</td></tr><tr><td>Stationary Combustion (Boilers)</td><td>0.0000</td></tr><tr><td>Mobile Combustion (Fleet)</td><td>0.0000</td></tr><tr><td>Process Emissions (On-Site Manufacturing)</td><td>0.0000</td></tr><tr><td>Fugitive Emissions (F-Gasses)</td><td>0.0000</td></tr><tr><td>Total</td><td>**0.0000**</td></tr></table> **We have identified that we do not have any areas of emissions in Scope 1.**
Scope 2	<table><tr><td>**Scope 2**</td><td>**tCO2e**</td></tr><tr><td>Electricity</td><td>0.0030</td></tr><tr><td>Gas</td><td>0.0063</td></tr><tr><td>Hybrid Fleets</td><td>0.0000</td></tr><tr><td>Work From Home</td><td>0.0004</td></tr><tr><td>Total</td><td>**0.0097**</td></tr></table>
Scope 3 **(Included Sources)**	<table><tr><td>**Scope 3**</td><td>**tCO2e**</td></tr><tr><td>Waste Generated in Operations</td><td>0.0003</td></tr><tr><td>Upstream transportation & distribution</td><td>0.0001</td></tr><tr><td>Downstream transportation & distribution</td><td>0.0000</td></tr><tr><td>Business Travel</td><td>0.0264</td></tr><tr><td>Commuting</td><td>0.0197</td></tr><tr><td>Total</td><td>**0.0464**</td></tr></table>
Total Emissions	In – tCO$_2$e – **0.0828**

Current Emissions Reporting

Reporting Year: 2022	
EMISSIONS	**TOTAL (tCO$_2$e)**

Scope 1		
Scope 1		**tCO2e**
Stationary Combustion (Boilers)		0.0000
Mobile Combustion (Fleet)		0.0000
Process Emissions (On-Site Manufacturing)		0.0000
Fugitive Emissions (F-Gasses)		0.0000
	Total	0.0000

We have identified that we do not have any areas of emissions on Scope 1.

Scope 2		
Scope 2		**tCO2e**
Electricity		0.0030
Gas		0.0063
Hybrid Fleets		0.0000
Work From Home		0.0004
	Total	0.0097

Scope 3 (Included Sources)		
Scope 3		**tCO2e**
Waste Generated in Operations		0.0003
Upstream transportation & distribution		0.0001
Downstream transportation & distribution		0.0000
Business Travel		0.0264
Commuting		0.0197
	Total	0.0464

Total Emissions	Total – in tCO$_2$e – **0.0561**

DELOTAS SPECIALIST CLEANING, which provides cleaning services for data centers, server rooms, HVAC systems, and more, involves a combination of operational and strategic measures. Combined with some of the plans that are already in force our sustainability experts have provided us with a control plan tailored to our business:

Energy Efficiency:
Upgrade Lighting: We will replace traditional lighting with energy-efficient LED bulbs in our office spaces, reducing electricity consumption.
HVAC Systems: Recommend our clients to Install programmable thermostats, conduct regular maintenance, and provide help in considering upgrading to more energy-efficient HVAC systems.

Green Cleaning Products:
We use only environmentally friendly and non-toxic cleaning products to minimize the environmental impact of our services.
Transportation:
Optimize Routes: Our transport Department plans our service routes efficiently to reduce travel time and fuel consumption.
Renewable Energy:
We will consider using renewable energy sources, such as solar panels or wind turbines, to power our office and equipment.
Paperless Operations:
We will digitize administrative tasks and customer communication to reduce paper usage.
Waste Reduction and Recycling:
We will Implement a recycling program in our office to reduce waste sent to landfills.
We only use recycled and recyclable materials for our cleaning supplies and equipment.
Employee Education and Engagement:
We will Educate our employees about the importance of reducing carbon emissions and involve them in the company's sustainability efforts.
Client Education:
We have now included in our regular communications to Inform our clients about our commitment to sustainability and encourage them to adopt eco-friendly practices in their data centers and offices.
Remote Work Options:
We allow employees to work remotely when possible to reduce commuting and office energy consumption.
Carbon Offsetting:
Our management is considering investing in carbon offset programs or partnerships to neutralize our company's carbon footprint.
Regular Carbon Audits:
We will conduct regular assessments of our carbon emissions to track progress and identify areas for improvement.
Certifications:
Our management is considering to obtain certifications such as ISO 14001 (Environmental Management System) to demonstrate our commitment to sustainability.
Collaboration with Suppliers:
We will only work with suppliers who share our commitment to sustainability and source eco-friendly cleaning products and equipment.
Monitoring and Reporting:
We will establish a system for monitoring and reporting our carbon emissions to ensure transparency and accountability.
Innovation and Technology:
We will stay updated on the latest green cleaning technologies and equipment that can further reduce our carbon footprint.

> Through the adoption of the policies mentioned earlier and the implementation of these carbon emission control measures, DELOTAS SPECIALIST CLEANING can diminish its ecological footprint while also drawing the attention of environmentally conscious clients who place a high premium on sustainable services.

Emissions reduction targets

We have provided a table below to show our efforts in controlling emissions through continuous monitoring and careful application of methods of control within our organisation.

	Year	Emissions in tCO_2e	% reduction + / -
Baseline Year: 2021 (Lockdown)	2021	**0.0828**	**NA**
Year 2022	2022	**0.0561**	-67.75
Carbon Zero Commitment year	2030	**0.0000**	**-100**
Estimated Reduction annually over the next 5 years from 2023 to 2028	2028	**0.0344**	**-61.31**

Carbon Reduction Projects

Completed Carbon Reduction Initiatives

Delotas has had a continuous process to support Carbon Reduction within the organisation and suppliers. Our actions have decreased our emissions by 50 %. The measures we have put in place will remain as the base line target and will be improved on year to year with our intention of being Carbon neutral by 2030. We have introduced a work-from-home policy that has significantly decreased our carbon footprint. We promote the use of public transportation, cycling, or carpooling when employees come to the office for training, and we frequently remind them to turn off their computers and monitors when not in use. On-site we have introduced a Cycle scheme for contracts with more than one site locally, supplying bicycles for staff use. We have purchased more efficient vehicles during covid to reduce the carbon omissions travelling for the business.
We have worked to source local contractors, products staffing and services where needed and ensuring they have an environmental plan to reduce CO2 emissions.
On the purchase of future premises we intend to implement further measures, such as occupancy monitoring systems to automate lighting controls and remind staff to turn off lights when leaving a room. We also propose using renewable sources of energy, such as solar panels, and investing in a timer system to program controls on heating, lighting, and appliances. We will explore the viability of a smart building management system that automates control depending on occupancy.

While some of these initiatives require upfront investment, we believe there is a significant return on investment in terms of reduced energy spending and greenhouse gas emissions. On all sites We have placed notices by light switches in all office and meeting rooms to remind staff to turn off lights when not in use if they do not have automated lighting controls.

Upon identification of the significant amount of paper usage within our organization, we realized the amount of CO_2 being emitted into the atmosphere as a result. To combat this, we have committed to reducing paper usage as much as possible and encouraging recycling of paper and cardboard. Staff are encouraged to edit and proofread documents on their computers and print on recycled paper only when necessary. Printing on both sides of a sheet of paper is strongly encouraged for non-formal documents, and internal communication is sent through email or online message boards.

To facilitate this, we have transitioned our business processes to be completely electronic using the teams and dropbox platform. We now reduce the travelling to and from any workplace for staff meetings by holding zoom meetings and this is applied to our clients holding zoom meetings rather than attending site. We have also started to recycle other materials, including metal, certain plastics, and glass, based on the results of our paper recycling pilot. For electrical appliances, when required we will partner with local businesses to ensure compliance with WEEE regulations for disposal and recycling.

We are engaging and encouraging our clients to work with local compliant recycling companies to recycle equipment that can be reused for the benefit of charitable organizations rather than ending up in landfills. This initiative has been a significant drive for us since the pandemic and is reflected in our infrastructure refreshment projects across our clients. Additionally, we have developed solutions that promote the use of cloud-based technologies, either through hybrid or complete cloud-based solutions, to reduce reliance on local on-premises resources and further meet the government's targets for reducing emissions.
Delotas have also made a stronger effort collaborating with Clients and suppliers to reduce carbon emissions and best practices within the company. We constantly review working practices and procedures to include carbon reduction best practices within Delotas Sphere and operations.
We also encourage client feedback on sustainability of services provided.

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[1] and uses the appropriate Government emission conversion factors for greenhouse gas company reporting[2].

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[1]https://ghgprotocol.org/corporate-standard
[2]https://www.gov.uk/government/collections/government-conversion-factors-for-company-reporting

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[3].

This Carbon Reduction Plan has been reviewed and signed off Nathan Henwood Director

Signed on behalf of the Supplier

NJ HENWOOD
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Date 09/04/2024

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[3]https://ghgprotocol.org/standards/scope-3-standard