



## Carbon Reduction Plan (CRP) PPN06/21

Supplier Name Desk Top Publishing Micro Systems t/a DTP Group

Publication Date March 2023.

### Our commitment to achieving Net Zero

DTP is committed to becoming Carbon Neutral by 2025 and with a further desire to become Net Zero by 2035. This sounds ambitious, but we are working on all aspects of our full implementation plan, that may allow us to bring the Net Zero target date even further forward.

All emissions reported and future plans include entities under DTP's control.

### Baseline Emissions Footprint

DTP has been doing great work in support of its environmental stewardship but began collecting data in accordance with Streamlined Energy and Carbon Reporting (SECR) requirement for all activity from January 2022 to the end of December 2022. Whilst we have been collecting data from previous years, it is felt that this aged data did not form a complete picture from which to derive an accurate baseline plan. Furthermore, earlier data was impacted by the Covid-19 pandemic and the significant knock-on effect that had on our major supply chains.

DTP has adopted a methodology used to calculate each Scope 3 category as prescribed the data that we need to collect for each category required within that. This allows us to base our calculations on actual data rather than an average data method, ensuring the calculations are as accurate as they can be. The main challenge we had to overcome was the complicated nature of our supply chain, meaning we have had to take averages for some of the spend calculations to arrive at our baseline target for the categories of upstream and downstream supply chain.

All other scopes and categories baseline data is drawn from various real data sources that are fully validated.

The following table outlines DTP’s baseline figures for DTP’s CRP 2022:

Baseline Year Emissions 1 <sup>st</sup> January 2022 to 31 <sup>st</sup> December 2022	
<b>EMMSIONS</b>	<b>TOTAL (tCO2e)</b>
Scope 1	32.5
Scope 2	29.8
Scope 3	98.6
<b>Total Emissions</b>	<b>160.9</b>

## Carbon Reduction Initiatives and Projects

The following environmental management measures and projects have been, or will be implemented to support our CRP.

- Appoint a dedicated Quality Manager to own and drive a variety of CRP projects and act as the main DTP internal/external contact. DTP is also looking at employing interns and graduates in the area of sustainability to support its CRP activities.
- Review on an ongoing basis the company’s delivery vehicle fleet to ensure we adopt the most up to date, low energy vehicles to make deliveries to our clients.
- Work with our clients and suppliers to consolidate and decrease the amount of deliveries we make/receive to ensure we always maximise vehicle loads, reducing mileage around our direct and indirect logistics activities.
- Build more momentum with our internal DTP Net Zero project that will feed into the CRP plan.
- Build on our current hybrid home/office work policy with the DTP team working a maximum of two days in the office per week - reducing our carbon footprint in areas relating to energy and travel.
- Encourage our clients to take advantage of the DTP packaging recycling service using DTP’s own packaging recycling plant, where DTP collect all

recyclable packaging waste from client sites at the same time that we are making deliveries.

- Consolidate our office and warehouse locations and seek a reduction in footprint to reduce the size of our overall business premises.
- Continue to work with our energy suppliers to increase the amount of renewable energy we use as a total percentage of the energy we are consuming.
- Continue to monitor and reduce all business travel and encourage virtual meetings where possible as part of this.
- Work closely with our main suppliers - HP and Hewlett Packard Enterprise - to ensure we are not only offering the best low energy product options to our clients, but also building an asset database to embrace the full carbon footprint data of each individual device from cradle to grave.
- Continue to work with our partners Forest Carbon and Fairtrade to build, package and supply carbon offsetting attach products to our clients alongside each device we supply.
- Enhance the DTP website and knowledgebase content that highlights how products and services supplied by DTP support the delivery of Net Zero to our client base.

DTP will be looking to align the principles of the ISO 14001 Environmental Management Systems standard and will review operations against the standard to identify any compliance gaps. We will continue to work with our own and our clients' procurement functions to embed environmental sustainability in procurement processes. This will ensure that our own suppliers are able to demonstrate their commitment to achieving Net Zero by 2050, and also to help our clients on their own Net Zero journeys.

## Declaration and Sign Off

The carbon reduction plan has been completed in accordance with PPN 06/21 and associated guidance and reporting standard for Carbon Reduction Plans

A handwritten signature in black ink, appearing to read "Howard Hall", written over a horizontal line.

Howard Hall DTP Group Managing Director