1 Introduction

SoftwareONE is not engaged in a business of producing, processing or transporting goods with a heavy impact on the environment. Its products are mostly distributed by electronic transfer and its services generally consist of important professional advice on software licensing advisory services. However, its service delivery, in particular related to the cloud, requires substantial energy resources. In addition, SoftwareONE has offices and staff based within the UK, contributing to its carbon footprint from an energy usage and transport perspective.

Through its Environmental Policy, SoftwareONE has committed to continuously evaluating new ways to reduce energy consumption and to ensure the responsible use of energy throughout the company, including conserving energy, improving energy efficiency and giving preference to renewable over non-renewable energy sources.

SoftwareONE also endeavours to reduce or eliminate waste of all types by implementing appropriate conservation measures, e.g. by recycling, re-using, or substituting materials.

In addition to carbon reduction projects and local initiatives, SoftwareONE has committed to support initiatives in the host countries of its annual President’s Club. In 2020, SoftwareONE provided financial support for the installation of solar panels at the local offices of the Juanfe Foundation, ultimately helping the organisation to save money and increase its environmental commitment.

This plan sets out the actions SoftwareONE will undertake to reduce emissions from its own operations to net zero.
In the Intergovernmental Panel on Climate Change (IPCC)’s 2018 Special Report ‘Global Warming of 1.5°C’ it was made clear the direct causes and the impact that climate change has upon the world. The report clearly states that the main source of global warming is carbon dioxide emissions (CO2) and that primarily the vast increase in human consumption of energy is the main cause of this. It is known that global warming / climate change will lead to a dramatic loss of ecosystems and biodiversity as well as having an adverse impact on the health of the human population and our economy. If no action is taken then we are on track for the planet to become 3-4°C warmer by 2100. It is worth nothing that the planet has already seen a 1°C increase since industrialisation took place.

When the UK signed the Paris Agreement (2015), it agreed to the aim to “strengthen the global response to the threat of climate change by keeping a global temperature rise this century well below 2°C above pre-industrial levels and to pursue efforts to limit the temperature increase even further to 1.5°C.” By agreeing to this, the UK has pledged to actively and strongly work towards the target of reducing greenhouse gas (GHG) emissions to Net Zero by 2050, ending the UK’s contribution to global warming within the next 29 years.
The aim of SoftwareONE UK’s Carbon Reduction Plan is to:

Reduce carbon emissions from our services and operations with the aim on becoming carbon neutral / Net Zero emissions by 2030.
4  Previous / current emissions reduction projects

- SoftwareONE is ISO14001 certified. For more information regarding SoftwareONE’s ISO certifications please see the following: ISO Certifications - We Deliver Certified Quality | SoftwareONE

- SoftwareONE works in environment-viable ways and always take initiatives to reduce its (already minimal) impact on environment; to support this, several guidelines have been introduced:
  - Reports and processes are built along the requirements set in ISO and ITIL standards.
  - A focus on air travel reduction through using teleconference and web-based conferencing.
  - New buildings under lease are required to fulfil requirements to reduce emissions during heating and cooling times.
  - Purchasing of computers must comply with environmental and energy savings standards.
  - Employees are trained to follow our principles in sustaining the environment.
  - SoftwareONE has recommended reduction of physical software distribution to software publishers
  - As a solution provider, SoftwareONE’s environmental impact is limited to the following points:
    - Employees traveling to and from their workplace
    - Employees traveling to and from customers, partners or events
    - Energy consumption in our offices
    - Air business travel
    - Paper consumption and waste.

- SoftwareONE has taken the following steps to minimise these impacts:
  - All employees are advised to use public transport to come to work, traveling to customers, partners, or events
  - A paperless office policy and actively participate in recycling programs
  - Modern and optimised energy consumption office buildings allowing for nightly shutdown of computers and individual lighting in offices
  - Reducing hardware and IT infrastructure through virtualisation / server consolidation practices
  - Actively manage the disposal or recycling of IT related equipment (WEEE)
  - Emission critical car poicnes.
In 2019, SoftwareONE embarked on a new environmentally-driven initiative called Green Week. During this week, the whole company engaged in daily themes and activities to lower employees working environmental impact and raise awareness of the small changes that can be made in the office (and at home) to live more sustainably. In 2020 this evolved from a weeklong initiative to a full quarter and was repeated in 2021. Outcomes of this initiative have included recycling schemes being pushed out in offices across the globe, food waste collection, LED and energy efficient equipment in the offices to drive to lower energy usage. At this stage the activities and undertakings of this initiative are not measurable but have made an impact across the business and our 7,500+ employees.

For its efforts in the area of CSR, SoftwareONE achieved a ‘Bronze’ rating in the EcoVadis CSR assessment in 2020. SoftwareONE’s EcoVadis Score Card increased from 46 points in 2019 to 52 points in 2020 thanks to the efforts of its employees in the areas of ethics, sustainable procurement, the environment, labour and human rights. However, owing to a change in the CSR rating methodologies of EcoVadis, the year-on-year rating for SoftwareONE changed from Silver to Bronze.

SoftwareONE give employees the ability to donate to a cause through its reward platform. Between 2019 and 2020 SoftwareONE employees donated their reward funds to support our 3 chosen environmental charities: Ocean Cleanup ($6,242), Conservation International ($2,657) and One Tree Planted ($4,458) as well as donating over $50,000 to relief funds to support those in need during the pandemic.

In 2021, SoftwareONE teamed up with One Tree Planted, a global organisation that funds tree planting projects. They work with a global network of partners who are knowledgeable and passionate about local ecology. Only native tree species from local nurseries are planted when conditions are optimal for tree survival. One Tree Planted added one new tree for every employee that joined SoftwareONE and from January to April 2021 SoftwareONE donated 617 trees to reforestation projects across the planet:

- NORAM – Reforesting the Chippewa National Forest – 90 Trees
- LATAM – Brazil Atlantic Forest Sao Paolo – 100 Trees
- Africa – Ethiopia Amhara Reforestation – 100 Trees
- Europe – Romania Harghita 2022 – 90 Trees
- India – Fruit Trees Haryana and Rajasthan – 90 Trees
- APAC – Australia Bushfire Recovery – 100 Trees
- APAC – Indonesia Climate Smart 2021 – 47 Trees.
5 Baseline and current year’s emissions footprint

The below table details SoftwareONE’s baseline year (2019) and reporting year (2020) emissions. 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 and are the reference point against which emissions reduction can be measured. Reporting Year emissions are a record of the greenhouses gases that have been produced in the last full year and include reductions through some strategies already having been implemented.

<table>
<thead>
<tr>
<th>Emissions</th>
<th>Baseline Year (2019) - Total (tCO2e)</th>
<th>Reporting Year (2020) - Total (tCO2e)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Scope 1</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Scope 2</td>
<td>68.4</td>
<td>29.8</td>
</tr>
<tr>
<td>Scope 3</td>
<td>84.5</td>
<td>21.1</td>
</tr>
<tr>
<td>Total Emissions</td>
<td>152.9</td>
<td>50.9</td>
</tr>
</tbody>
</table>

**Notes:** Owing to Covid-19 the figures for 2020 are significantly lower, with the figures equating to approximately one third of the actual figures.

Table 1 - SoftwareONE’s emissions footprint
6 Future emissions reduction projects

- In 2020, SoftwareONE laid the basis for the creation of its own foundation with the aim of acting as a primary platform to support long-term sustainable initiatives that have a positive impact on society beyond the company’s day-to-day business activities. SoftwareONE has supported projects with a similar vision that focus on delivering sustainable benefit in the four key areas environment, education, charity and people. All projects are connected to SoftwareONE’s physical footprint and center around the company’s geographic locations. We have flexible culture teams across the globe, composed of dedicated and passionate employees, who act as guardians of our culture and core values. Not only do they bring employees together by organizing fun, social and cultural events, more importantly, they come up with ideas on how the company can sponsor and support local programs, focusing on strengthening the group’s culture and community service activities in order to have a positive impact on society.

- **Planetly** – Planetly is a technology company on a mission to help build a carbon neutral economy; their software helps to introduce and automate carbon management, from data collection to carbon reduction strategies and offsetting measures. SoftwareONE is currently in the pilot phase with Planetly and testing the service with 3 offices in Europe to gain a full carbon footprint overview in order to start working to improve carbon management and build reduction projects and compensate for carbon usage.

- SoftwareONE will continue to plant one tree (with our partner One Tree Planted) for every new hire that joins SoftwareONE. As the world opens up after the pandemic lockdowns, tree planting events across the global offices will be organised; this will allow every SoftwareONE employee to volunteer and get their hands dirty and be a part of this amazing initiative.

- Green Quarter 2022 shall see even more initiatives and activities pushed across all offices and all 7,500+ employees to continue educating and improving the environmental impact of SoftwareONE and employees both at work and at home. This education has led to a marked behavioural change in employees and we hope will continue to do so as information, tips and tricks are shared amongst colleagues.

- Where possible, SoftwareONE will look to utilise renewable energy and electricity companies to mitigate energy consumption in our offices.
7 Actual and projection emissions

To continue our progress to achieving Net Zero, we have adopted the following carbon reduction projects as mentioned in section 6. SoftwareONE foresee a slower reduction as initiatives and projects begin over the next 5 years and a smoother/more standardised reduction for the final 4 years of our 10-year plan.

SoftwareONE project that carbon emissions will decrease over the next five years to 35 tCO2e by 2026. This is a reduction of over 50% from 2021.

Progress against these targets can be seen in the graph below:
8 Moving forward

SoftwareONE is aware that there will be changes such as behavioural and awareness changes, technological advancements and a wider understanding of climate change and the climate crisis. These changes will be reviewed annually by our Environmental Manager and Management team and future plans may include adjustments in order to adapt to these changes and to ensure that SoftwareONE’s Carbon Reduction Plan remains relevant and fit for purpose.

A summary of environmental updates are included in our Annual Reports that are produced each January and an updated Carbon Reduction Plan shall be published each year.
9 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 and uses the appropriate Government emission conversion factors for greenhouse gas 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.

This Carbon Reduction Plan has been reviewed and signed off by the board of directors (or equivalent management body).

9.1 Signed on behalf of SoftwareONE UK Ltd:

[Signature] Una Keeshan
UK Country Leader

Date: Jan 12, 2022
10  Appendix A

1. **Terminology:** ‘Carbon neutral’ is considered a synonym for ‘net zero carbon’. Any carbon offsetting or carbon sequestration included in the calculation of emissions will take place within the UK.

2. **Carbon Neutral Definition:** To mitigate the effects of climate change, CO2 emissions need to be reduced to net zero. Carbon neutrality is achieved when emissions produced are offset by the amount of emissions taken from the atmosphere or by eliminating carbon emissions altogether.

3. **Net Zero Greenhouse Gas (GHG) emissions definition:** this can be confused with net zero carbon emissions, but when used accurately, includes all GHG emissions not just carbon dioxide. This is the same concept as net zero carbon emissions but conveys a net zero emissions target for CO2 and all non-CO2 gases.

4. SoftwareONE’s activities are identified as Scope 1, 2 or 3 according to the UK Government’s definition:
   
   4.1. Scope 1 are direct emissions from those activities owned or controlled by the SoftwareONE, e.g. emissions from solid fuel burners.

   4.2. Scope 2 emissions or ‘energy indirect emissions’ are those released into the atmosphere that are associated with the SoftwareONE consumption of electricity, heat, steam and cooling. These indirect emissions are a consequence of the SoftwareONE’s energy use but occur at sources it does not own or control.

   4.3. Scope 3 or other indirect emissions are a consequence of SoftwareONE’s actions that occur at sources it does not control and which are not classed as Scope 2 emissions, e.g. waste disposal, materials or fuels SoftwareONE purchases.

5. GHG emissions are calculated using the Government’s annual conversion factors which convert kWh, tonnes of fuel of mileage into Kg of carbon dioxide or equivalent greenhouse gases.

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