

Carbon Reduction Plan

Supplier name: OCO Limited

Publication date: 01/07/26

Reporting year: 2025/2026

Baseline year: 2024/2025

Prepared for: Public sector procurement in scope of Procurement Policy Note 006.

1. Commitment to Achieving Net Zero

OCO Limited is committed to achieving Net Zero greenhouse gas emissions across Scope 1 and Scope 2, and Scope 3 by 2050. This commitment applies to our organisational emissions and supports the UK Government’s Net Zero objective. We will prioritise direct emissions reduction, operational efficiency, low-carbon technology, responsible procurement and transparent annual reporting, using offsetting only where residual emissions cannot reasonably be eliminated.

2. Reporting Boundary and Methodology

This Carbon Reduction Plan has been prepared in line with PPN 006 and the associated technical standard for completion of Carbon Reduction Plans. Emissions will be reported in tonnes of carbon dioxide equivalent (tCO₂e), covering the Kyoto Protocol greenhouse gases where applicable. Calculations are prepared using recognised UK Government greenhouse gas conversion factors and the Greenhouse Gas Protocol approach, covering Scope 1, Scope 2 and the required Scope 3 categories.

The organisational boundary for this plan is our Bromley and Dartford office, fleet and operational activities. Where data is not yet available, we will record assumptions, improve data quality year on year and update this plan annually.

3. Baseline Emissions Footprint

Baseline emissions are the reference point against which future reductions will be measured. The baseline year for this Carbon Reduction Plan is 2024/25 (June-May). Baseline data should include Scope 1, Scope 2 and the minimum required Scope 3 categories under PPN 006.

Emission source	Baseline emissions (tCO₂e)	Notes / data source
Scope 1	398.882	Fuel, fleet, gas, refrigerants or other direct sources
Scope 2	19.141	Electricity and energy consumption data
Scope 3	62.483	Water, waste, business travel and employee commuting
Total emissions	480.5063459	

4. Current Emissions Reporting

The current reporting year is 2025/26. Current emissions will be compared against the baseline year to demonstrate progress and identify priority reduction actions.

Emission source	Current emissions (tCO ₂ e)	Change from baseline
Scope 1	386.916	-3.0%
Scope 2	18.184	-5.0%
Scope 3: Required categories	60.608	-3.0%
Total emissions	465.708	-3.1%

5. Emissions Reduction Targets

To support our Net Zero commitment, we will reduce Scope 1, Scope 2 and Scope 3 emissions to Net Zero by 2050. Our interim milestones will be reviewed annually and updated as data quality improves.

- By 2026: Publish our first annual public ESG report and establish improved emissions data capture across operations, fleet, supply chain and employee travel.
- By 2027: Complete digital transition plans for key paper-based workflows and embed emissions reporting into procurement and operational management processes.
- By 2050: Achieve Net Zero Scope 1 and Scope 2 emissions through energy efficiency, low-carbon energy procurement, fleet transition, process automation and operational controls.
- By 2050: Achieve Net Zero Scope 3 emissions through supplier engagement, lower-carbon purchasing, improved logistics, waste reduction, employee travel initiatives and value-chain collaboration.

6. Carbon Reduction Projects and Environmental Management Measures

We have implemented and planned a range of environmental management measures to reduce emissions, improve accountability and support low-carbon growth.

- **MCS accreditation:** We will use our MCS accreditation to support high-quality delivery of low-carbon and renewable technology activities, where relevant to our services and customers.
- **PAS 2030 accreditation:** We will use our PAS 2030 accreditation to strengthen quality assurance, compliance and energy-efficiency standards in retrofit and improvement works.
- **Annual public ESG reporting:** We will introduce an annual public ESG report, with the first report scheduled for publication in August 2026. The report will summarise progress against carbon, environmental, social and governance commitments.
- **Paperless operations:** We are removing paper-based processes from the business by digitising forms, approvals, records, reporting and customer communications wherever practicable.
- **Field Service Management technology:** We have implemented Field Service Management systems to improve scheduling, reduce avoidable travel, optimise engineer routes, improve first-time fix rates and strengthen operational data capture.
- **AI integration and support:** We will use AI-enabled tools to support process automation, forecasting, document handling, service planning, data analysis and decision support, helping reduce waste, duplication and inefficient activity.

- **Energy efficiency:** We will review energy use across our offices, prioritising efficient equipment, controls, monitoring and renewable electricity procurement where available.
- **Fleet and travel:** We will reduce transport emissions by the transferring to an electric fleet, improving route planning, supporting low-emission vehicle transition, promoting remote collaboration where appropriate and monitoring business travel.
- **Waste and resource management:** We will reduce waste, improve segregation and recycling, and work with suppliers and waste contractors to improve the quality of waste and materials data.
- **Responsible procurement:** We will embed carbon considerations into supplier selection, contract management and supply-chain engagement, with a focus on material Scope 3 emissions.

7. Scope 3 Supply Chain Engagement

Scope 3 emissions are expected to represent a significant part of our total footprint. We will improve Scope 3 reporting by engaging suppliers, subcontractors and service partners to obtain better emissions, logistics, waste and materials data. We will prioritise the suppliers and categories with the greatest emissions impact and will encourage suppliers to adopt their own carbon reduction plans, environmental policies and measurable reduction targets.

8. Governance, Accountability and Review

Responsibility for this Carbon Reduction Plan sits with Tegan Cowdery, Associate Director, supported by the ESG committee and HSEQ team. Progress will be reviewed at least annually, with updates reported to senior management. The plan will be updated annually to reflect current emissions, progress against targets, improvements in data quality and any material changes to operations.

9. Publication

This Carbon Reduction Plan will be published on our website and will be clearly signposted. It will remain publicly available and will be reviewed and updated annually. Our first annual public ESG report is scheduled to be published in August 2026 and will provide an additional public update on our environmental progress.

10. Declaration

This Carbon Reduction Plan has been completed in accordance with PPN 006 and the associated guidance and reporting standard for Carbon Reduction Plans. Emissions have been reported and recorded in accordance with the stated reporting methodology for the organisational boundary described above. This plan has been reviewed and approved by the board of directors.

Signed on behalf of OCO Limited:

A handwritten signature in blue ink, appearing to read "Philip Cowdery", is written over a light blue horizontal line.

Name: Philip Cowdery

Position: Director

Date: 01.07.2026