

DEDICI SUSTAINABILITY POLICY And CARBON REDUCTION PLAN

Our business statement

Dedici recognises that it has a responsibility to the environment beyond legal and regulatory requirements.

We are committed to reducing our environmental impact and continually improving our environmental performance as an integral part of our business strategy and operating methods, with regular review points. We are committed to achieving Net Zero by 2050 (at the latest).

Responsibility

Peter Wilson is responsible for ensuring that the environmental policy is implemented. However, all employees have a responsibility in their area to ensure that the aims and objectives of the policy are met.

As governments and businesses across the globe work towards carbon neutrality and reducing greenhouse emissions, Dedici is determined to play its part.

As a member of the Federation of Small Businesses, we benefit from their Sustainability Hub with up-to-date advice on how we can do our part and make a difference for tomorrow. As a virtual business (all our staff work from home) since 2012, we have always taken a firm stance on this vital matter.

- A) Dedici calculates its carbon footprint and are pleased to report that we have a carbon intensity of just 0.72 tonnes CO₂ per employee (based on the last complete Dedici business year) which is significantly lower than the average of 3.5 tonnes for office-based organisations. This calculation considers Dedici staff and their home office impact. We also calculate all mileage, as well as flights (for example we deliver for Jersey Government). It covers Scopes 1 and 2 emissions, as well as some (optional) scope 3 emissions. Scope 3 includes indirect emissions in our value chain that occur because of our business activity.
- B) We have chosen to offset 150% of our carbon emissions by supporting a Global Portfolio of Verified Carbon Reduction Projects. We have done so annually for the last 3 years.





We are very pleased that by investing in high quality international carbon reduction projects, we have not only made our business carbon neutral, but many of the carbon offsetting projects also provide additional benefits such as biodiversity, education, jobs, food security, clean drinking water and health & well-being in developing countries.

Their portfolio of carbon offset projects focuses on high quality using Certified Emission Reductions (CERs), Gold Standard CERs, Gold Standard Verified Emission Reductions (VERs) and Verified Carbon Standard (VCS) certified credits. All our projects meet the stringent requirements of the Quality Assurance Standard (QAS) for Carbon Offsetting.

For more details of these incredible projects please see:

carbonfootprint.com - [Carbon Offset Projects](#)

We recognise that offsetting our scope 1 and 2 (and some part 3) emissions is a vital first step, but only goes some way to undoing the damage already done. We have in place plans to reduce our in-house emissions, as well as to consider our supply chain impact.

- **People:**
 - Taking trainer location into account when allocating facilitators to minimise travel
 - Scheduling face to face events back to back where possible
- **Processes:**
 - Turning off lights, computers/equipment when not in use
 - Keeping our equipment maintained and efficient
 - Holding online meetings to minimise travel
 - Recycling waste
- **Suppliers**
 - Choosing those with green credentials
 - Sourcing local
 - Reducing unnecessary packaging
- **Deliveries**
 - Grouping multiple orders together
 - Choice of delivery service

Our above plans include aspects which can be applied during specific projects as agreed:

- We have recently changed the provider of our delivery services (for face-to-face events). We have chosen to use Royal Mail who have by far the lowest reported carbon footprint per parcel delivery in the UK - <https://www.royalmail.com/sustainability>
- We can put together blended learning programmes incorporating face-to-face events combined with live online delivery, and/or pre-recorded videos/e-books etc.
- We recommend virtual collaborative design meetings and contract reviews
- We have a choice of a large team of trainers and will take trainer location into account when allocating facilitators for this programme.
- Face to face delivery for separate cohort can be scheduled back-to-back to reduce travel
- Digital certification (PDF)
- Online course booking service

We take steps both internally and externally to show our commitment to reducing our environmental impact. Below is a summary of our actions:

Internally	Actions (with examples below)
Waste management	We will reduce the amount of waste produced and recycle where possible. We will prevent the release of pollutants that can cause environmental damage (if relevant).
Office supplies	We will evaluate the environmental impact of any new products we intend to purchase.
Monitoring and improvement	We will continually improve and monitor environmental performance.
Maintenance and office cleaning	The cleaning materials we use will be checked to ensure it's as environmentally friendly as possible.
Energy	Lights and electrical equipment will be switched off when not in use and our heating will be adjusted with energy consumption in mind.
Our people	We will increase employee awareness through training. We will involve staff in the implementation of this policy, for greater commitment.
Water	We will avoid water wastage wherever possible.
Chemicals and hazardous substances	Wherever possible we will substitute substances that are harmful to the environment with those that have less of an impact.
Legal duties	We will keep up to change with changes in environmental law and ensure we are fully compliant with our duties.

Externally	Actions (with examples below)
Transportation	Where possible, we'll promote the use of alternatives such as email or video/phone conferences We will reduce the need to travel, wherever possible.
Customers, suppliers and other stakeholders	We will work with suppliers, contractors and sub-contractors to improve their environmental performance.
Contractors	We will work with contractors who are equally as committed to reducing their environmental impact.

Signed by: **Peter Wilson**

Position: Managing Director

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