

Qualifying Explanatory statement for Planet First Limited **PAS2060:2014**

Prepared for: Planet First Limited (trading as Planet Mark)

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Introduction

This document forms the Qualifying Explanatory statement (QES) for Planet First Limited which demonstrates the commitment and achievement of carbon neutrality in accordance with PAS2060:2014. Planet First Limited has committed to and achieved carbon neutrality under the guidelines of PAS2060:2014.

The information contained within is believed to be correct at the time of issue. The data and information have been subject to limited verification through the achievement of the Planet Mark certification. The Planet Mark is a sustainability certification for organisations. The certification recognises continuous improvement, encourages action, and builds an empowered community of like-minded individuals. Should any information present itself that would affect the information within it will be updated accurately to reflect the current status of Planet First Limited QES.

PAS2060 requirements

Entity making declaration	Planet First Limited
Description of the entity	Sustainability Certification
Boundary of declaration	UK Operations
Rational for boundary selection	The boundary represents the majority of emissions associated with the operations of the company that they have direct control over
Emissions scope	Electricity, T&D Losses, Natural Gas, Homeworking Energy, Business Travel, Paper
Methodology and standards used	Greenhouse Gas (GHG) Protocol, BEIS Emission Factors 2022
Why has this methodology been chosen	The methodology employed shall minimise uncertainty and yield accurate, consistent and reproducible results
Certified by	Planet Mark, Independent third-party certification
Baseline date for PAS2060	01 January 2021 – 31 December 2021
Achievement period	01 January 2022 – 31 December 2022

Declaration of Achievement

Planet First Limited has achieved carbon neutrality in line with the guidelines of PAS2060:2014.

Carbon neutrality of Planet First Limited achieved by Planet First Limited in accordance with PAS 2060 on 10/07/2023 with a commitment to maintaining to 01 January 2023 – 31 December 2023 for the period commencing 01 January 2022 – 31 December 2022, Planet Mark certified.

PAS2060 requirements	Response
Achievement period	01 January 2022 – 31 December 2022
Total carbon footprint (location-based)	37.4 tCO ₂ e
Baseline	01 January 2021 – 31 December 2021
Which PAS2060 method	Independent third-party certification
Absolute or intensity reduction	Carbon reduction per employee
Carbon neutrality option	I3P-3 Independent third-party certification – unified
Location of GHG emissions report	Section A
Location of details describing internal reductions	Section B
Location and details about the carbon offsets	Section C

Signed by a senior company representative.

Name: Lilly Miller, CFO

Date: 14/07/2023

Declaration of Commitment

Planet First Limited has committed to carbon neutrality in line with the guidelines of PAS2060:2014.

Carbon neutrality of Planet First Limited achieved by Planet First Limited in accordance with PAS 2060 on 10/07/2023 with a commitment to maintaining to 01 January 2023 – 31 December 2023 for the period commencing 01 January 2022 – 31 December 2022, Planet Mark certified.

PAS2060 requirements	Response
Entity making declaration	Planet First Limited
Description of the entity	Sustainability Certification
Boundary of declaration	UK Operations
Rational for boundary selection	The boundary represents the majority of emissions associated with the operations of the company that they have direct control over
Baseline date for PAS2060	01 January 2021 – 31 December 2021
Achievement period	01 January 2022 – 31 December 2022
Commitment period	01 January 2023 – 31 December 2023

Signed by a senior company representative.

Name: Lilly Miller, CFO
Date: 14/07/2023

Section A. Carbon Footprint

The information contained within Section A. relates to the carbon footprint of the entity and any information related to the methodology, assumptions and data quality.

The carbon footprint has been prepared in line with The GHG Protocol Corporate Accounting and Reporting Standard. Emissions have been calculated in line with this standard and the relevant emissions factors applied listed in the BEIS emissions. The carbon footprint is calculated and undergoes a limited verification process in line with the Planet Mark Certification Scheme Rules, Procedures and Management as part of the Planet Mark certification.

Over 95% of the carbon emissions within this report have been accounted for within the defined scopes and boundary.

Emissions from electricity and natural gas consumption within all shared office spaces have been estimated using CIBSE, the location-based method with grid average emissions factors from BEIS, and the market-based method using supplier-specific emissions factors.

UK homeworking energy includes additional electricity and gas consumption as a result of each full-time equivalent employee working from home. We base our estimate of energy consumption due to homeworking on the new BEIS 2022 homeworking emission factors. The annualised BEIS emission factors have been converted into monthly estimates of energy consumption in order to better account for seasonal variations. Our estimates are based on a 40h working week and a 6-month heating season (October to March) and take into account annual leave.

Business travel emissions have been calculated using the actual distances travelled. The kilometres travelled have been multiplied by the relevant BEIS 2022 conversion factors. Emissions from the purchase of paper have been calculated using the total weight of all paper purchased multiplied by the BEIS 2022 conversions factors.

Commuting has not been included for comparison in this year's report, and further efforts should be undertaken to understand the impact that commuting (also related to no. office days) has on the total carbon footprint and intensity metrics.

The Scope 3 emissions included within this footprint are those that Planet Mark Business Certification Scheme Rules require as standard and that Planet First can accurately report. All the rest of Scope 3 emissions have been reported in Planet First Net-zero report that contains full footprint of the company (can be viewed upon request). Some of the emissions are not deemed to be with Planet First's direct influence and are harder to reduce. Planet First Limited will continue to review and annually measure full scope 1,2 and 3 emissions within Net-zero report.

Carbon Footprint breakdown:

					Current				
			01 January 2021 to 31 December 2021		01 January 2022 to 31 December 2022				
Source	Scope Unit		Amount	tCO ₂ e	Amount	tCO ₂ e	tCO ₂ e normalised	% Change in tCO ₂ e from previous year	% total carbon footprint
Buildings									
Electricity (location based)	2	kWh	2,181.8	0.5	4,285.9	0.8	0.8	79%	2%
Electricity (market based)	2	kWh	-	-	4,285.9	1.8	1.8	-	-
Natural Gas	1	kWh	1,718.4	0.3	3,375.6	0.6	0.6	96%	2%
Transmission and Distribution Losses	3	kWh	2,181.8	0.04	4,285.9	0.1	0.1	85%	0.2%
Homeworking									
Electricity	3	kWh	17,477.0	4.0	14,494.4	3.1	3.1	-24%	8%
Natural Gas	3	kWh	111,111.1	20.4	161,619.9	29.5	29.5	45%	79%
Procurement									
Paper Primary Content	3	tonnes	-	-	0.005	0.004	0.0	-	0.01%
Travel									
Average Car	3	km	-	-	4,250.9	0.7	0.7	-	2%
Bus	3	passenger.km	-	-	183.5	0.02	0.02	-	0.1%
Coach	3	passenger.km	-	-	376.6	0.01	0.01	-	0.03%
Diesel Car	3	km	171.6	0.03	-	-	0.0	-	-
Hotel	3	room per night	21.0	0.3	58.0	0.8	0.8	167%	2%
PHEV	3	km	235.3	0.02	-	-	0.0	-	-
Petrol Car	3	km	1,093.5	0.2	-	-	0.0	-	-
Rail Travel	3	passenger.km	2,342.4	0.1	38,507.3	1.3	1.3	1523%	4%
Taxi	3	km	134.6	0.03	1,607.1	0.3	0.3	1101%	1%
Location Based									
Total		tCO ₂ e	25.9		37.4		37.4	45%	
No. employees		Number	36		57.8		57.8		
Total per employee		tCO ₂ e	0.7		0.6		0.6	-10%	
Turnover £m		£m	3.2		4.1		4.1		
Total per £m		tCO ₂ e	8.2		9.1		9.1	11%	
Total floor space		m ²	61.8		279.3		279.3		
Building emissions per m ²		tCO ₂ e	0.01		0.01		0.01	-59%	
Market Based									
Total		tCO ₂ e	-		35.3		38.3	-	
No. employees		Number	36		57.8		57.8		
Total per employee		tCO ₂ e	-		0.6		0.7	-	
Turnover £m		£m	3.2		4.1		4.1		
Total per £m		tCO ₂ e	-		8.6		9.4	-	
Total floor space		m ²	61.8		279.3		279.3		
Building emissions per m ²		tCO ₂ e	-		0.01		0.01	-	

Section B. Carbon management plan

This is the first year Planet First Limited has achieved carbon neutrality and a commitment has been made to reduce emissions from the baseline period stated within this report. In line with the Planet Mark, Planet First Limited has committed to reducing its footprint by 5% in the period 01 January 2023 – 31 December 2023, which equates to 1.9tCO₂e.

Planet First Limited has made an overall 9.9% reduction in per-employee emissions year on year when calculated using the location-based method. This is a reduction of 0.1tCO₂e per employee. The reduction figures are based on the location-based totals, calculated from the normalised figures. Normalisation is the process whereby emissions sources that were not reported on in the previous year but are in the current year, are removed when comparing year-on-year footprints. We do this to compare like for like and see how carbon emissions have changed across the same reporting boundary of the business from one year to the next and is in line with the GHG Protocol Corporate Accounting and Reporting Standard. In this case emissions from paper were normalised due to these not being included within the reporting boundary previously.

Unfortunately, Planet First has seen absolute emissions increases in all categories except for homeworking electricity. These increases are due to an increase in staffing levels during the reporting period. Where targets from Planet Firsts previous QES, these have been carried over.

Focus	SMART	How?	Measure(s)	Responsible	Deadline
Homeworking	Increased the percentage of employees which have a renewable tariff by 10% by the end of 2023.	Encourage employees to move to a renewable energy tariff by informing them of the benefits to the company's carbon footprint. Share discount codes from partners wherever possible e.g., Octopus Energy.	10% of more increase in the number of employees who have a renewable electricity tariff at home.	Senior leadership team (SLT)	End 2023
Office Emissions	Reduce office electricity emissions by 100% under the market-based approach by the end of 2023.	Move to a new office which has a renewable energy supply.	Electricity emissions should be 0 tCO ₂ e under the market-based approach.	Senior leadership team (SLT)	End 2023

Commuting travel	Reduce commuting emissions by 20% by the end of 2023.	Incentivise employees in the central London area to walk, run or cycle to the office for all/more of their commutes as opposed to rail travel.	20% or more reduction in absolute commuting emissions - absolute or per intensity	Senior leadership team (SLT)	End 2023
Business travel	Reduce hotel stays by 10% by the end of 2023.	Encourage employees to travel to and from events on the same day wherever possible.	10% or more reduction in hotel nights - absolute or per intensity	Senior leadership team (SLT)	End 2023
Scope 3	Measure Planet First's full scope 3 footprint for the second time by the end of 2023.	Complete measurement of Planet First's full extended scope 3 footprint.	Measure full scope 3 footprint.	Senior leadership team (SLT)	End 2023
Business travel	Reduce travel in staff-owned vehicles that are not electric by 100% by the end of 2023.	Any travel which is not possible via public transport should be done via rented electric vehicles.	No emissions from employee-owned vehicles that aren't electric.	Senior leadership team (SLT)	End 2023
Website emissions	Measure Planet First's website emissions by the end of 2023.	Measure Planet First's website's emissions by developing a methodology to do so. Once the website's emissions are measured, we can then begin to reduce them.	Measure website emissions.	Senior leadership team (SLT)	End 2023
Capital goods.	Reduce the emissions associated with purchased electronics	Only purchase refurbished/second-hand phones and laptops for employees as opposed to new items. A target can be set for this once Planet First's full scope 3 emissions have been measured for a second time.	X% reduction in capital goods emissions. To be determined once measured for a second time to allow a 'normal' practice level to be determined.	Senior leadership team (SLT)	End 2023

Section C. Carbon offsetting strategy

The following information refers to the GHG emissions that have been offset for the reporting period. Planet First Limited has offset 38tCO₂e through Gold Standard which is more than its location-based footprint of 37.4 tCO₂e, and this has been independently verified by Planet Mark as meeting the criteria for PAS2060.

PAS2060 requirements	Response
Number of carbon credits used:	38tCO ₂ e
Project standard (verified by):	Gold Standard
Type of carbon credits used:	https://registry.goldstandard.org/projects/details/1796
Time period for carbon credits:	https://registry.goldstandard.org/projects/details/1796
Date carbon credits retired:	10/07/2023
Carbon credit registry:	https://registry.goldstandard.org/projects/details/1796



We are delighted to confirm the retirement of
38 Verified Emission Reductions (VERs)
for
Planet First Limited
on 10/07/2023

Planting Biodiverse Forests in Panama - (38x)

*These credits have been retired, saving **38** tonnes of CO2 emissions
from being released into the atmosphere.
Thank you for investing in a safer climate and more sustainable world.*

Order number: [GSM19630](#)

Gold Standard

Retirement certificates are hosted on the Gold Standard Impact Registry, [view your certificate](#).

Gold Standard | Chemin de Balexert 7-9 1219 Châtelaine, International Environment House 2, Switzerland | [goldstandard.org](#), +41 22 788 70 80, [help@goldstandard.org](#)

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