



Cabinet Office

## CARBON REDUCTION PLAN GUIDANCE

### Notes for Completion

Where an In-Scope Organisation has determined that the measure applies to the procurement, suppliers wishing to bid for that contract are required at the selection stage to submit a Carbon Reduction Plan which details their organisational carbon footprint and confirms their commitment to achieving Net Zero by 2050.

Carbon Reduction Plans are to be completed by the bidding supplier<sup>1</sup> and must meet the reporting requirements set out in supporting guidance, and include the supplier's current carbon footprint and its commitment to reducing emissions to achieve Net Zero emissions by 2050.

The CRP should be specific to the bidding entity, or, provided certain criteria are met, may cover the bidding entity and its parent organisation. In order to ensure the CRP remains relevant, a Carbon Reduction Plan covering the bidding entity and its parent organisation is only permissible where the detailed requirements of the CRP are met in full, as set out in the Technical Standard<sup>2</sup> and Guidance<sup>3</sup>, and all of the following criteria are met:

- The bidding entity is wholly owned by the parent;
- The commitment to achieving net zero by 2050 for UK operations is set out in the CRP for the parent and is supported and adopted by the bidding entity, demonstrated by the inclusion in the CRP of a statement that this will apply to the bidding entity;
- The environmental measures set out are stated to be able to be applied by the bidding entity when performing the relevant contract; and
- The CRP is published on the bidding entity's website.

Bidding entities must take steps to ensure they have their own CRP as soon as reasonably practicable and should note that the ability to rely on a parent organisation's Carbon Reduction Plan may only be a temporary measure under this selection criterion.

The Carbon Reduction Plan should be updated regularly (at least annually) and published and clearly signposted on the supplier's UK website. It should be approved by a director (or equivalent senior leadership) within the supplier's organisation to demonstrate a clear commitment to emissions reduction at the highest level. Suppliers may wish to adopt the key objectives of the Carbon Reduction Plan within their strategic plans.

A template for the Carbon Reduction Plan is set out below. Please complete and publish your Carbon Reduction Plan in accordance with the reporting standard published alongside this PPN.

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<sup>1</sup>Bidding supplier or 'bidding entity' means the organisation with whom the contracting authority will enter into a contract if it is successful.

<sup>2</sup>Technical Standard can be found at:

[https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment\\_data/file/991625/PPN\\_0621\\_Technical\\_standard\\_for\\_the\\_Completion\\_of\\_Carbon\\_Reduction\\_Plans\\_\\_2\\_.pdf](https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/991625/PPN_0621_Technical_standard_for_the_Completion_of_Carbon_Reduction_Plans__2_.pdf)

<sup>3</sup>Guidance can be found at:

[https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment\\_data/file/991623/Guidance\\_on\\_adopting\\_and\\_applying\\_PPN\\_06\\_21\\_\\_Selection\\_Criteria\\_\\_3\\_.pdf](https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/991623/Guidance_on_adopting_and_applying_PPN_06_21__Selection_Criteria__3_.pdf)

# Carbon Reduction Plan Template

Supplier name: Hamilton Medical AG, Switzerland

Publication date: March 28, 2024

## Commitment to achieving Net Zero

Hamilton Medical AG is committed to achieving Net Zero emissions by 2050.

## Baseline Emissions Footprint

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. Baseline emissions are the reference point against which emissions reduction can be measured.

<b>Baseline Year: 2020</b>	
<b>Additional Details relating to the Baseline Emissions calculations.</b>	
<b>Baseline year emissions:</b>	
<b>EMISSIONS</b>	<b>TOTAL (tCO<sub>2</sub>e)</b>
<b>Scope 1</b>	<b>133.7</b>
<b>Scope 2</b>	<b>296.5</b>
<b>Scope 3 (Included Sources)</b>	<b>100`634.0</b>
<b>Total Emissions</b>	<b>101`064.2</b>

## Current Emissions Reporting

<b>Reporting Year: 2020</b> (GHG Accounting for 2023 is currently in progress. The updated GHG-Emission report will be published in July 2024)	
<b>EMISSIONS</b>	<b>TOTAL (tCO<sub>2e</sub>)</b>
<b>Scope 1</b>	<b>133.7</b>
<b>Scope 2</b>	<b>296.5</b>
<b>Scope 3 (Included Sources)</b>	<b>100`634.0</b>
<b>Total Emissions</b>	<b>101`064.2</b>

## Emissions reduction targets

In order to continue our progress to achieving Net Zero, we have adopted the following carbon reduction targets.

We project that carbon emissions in Scope 1, 2 and 3 will decrease over the next five years to **approximately 80`000 tCO<sub>2e</sub>** by **2028**. This is a reduction of **approximately 20%** and is in line with our SBTi near-term target.

## Carbon Reduction Projects

### Completed Carbon Reduction Initiatives

The following environmental management measures and projects have been completed or implemented since the 2020 baseline. GHG Accounting for 2023 is in progress. Currently we are collecting data in all business units in order to calculate Hamilton's GHG footprint for 2023. Our updated GHG-emission report for 2023 will be published in July 2024. At this point, we can also make statements about the reduction in carbon emissions achieved.

- In 2023 we have committed to the UN Global Compact and thereby support the achievement of the Sustainable Development Goals.
- In 2023 we also defined and submitted our near-term targets, validated by SBTi.
- We developed a code of conduct to sensitize our employees to sustainable acting within all company processes.
- Focus groups were installed within the various business units to develop CO<sub>2</sub>-reduction measures in all scopes.
- To save energy, photovoltaic systems with an output of approx. 3`300 kWp have been installed to date.
- We are in a process to replace the total company car fleet over the next few years. To date 5 cars at HQ and various cars in the sales fleet have been replaced into electric cars.
- The implementation of the ISO 14001 environmental management system has been started in 2023 and is scheduled to be completed by the end of 2024.
- In order to advance the possibility of replacing fossil raw materials with bio based raw materials, the ISCC+ certification project was started at the end of 2023.

In the future we hope to implement further measures such as:

- Finalization of ISO 14001 and ISCC+ certification in 2024.
- Annual calculation of the company's footprint to determine progress and, if necessary, to be able to take countermeasures.
- Development of a supplier code of conduct to sensitize our supplier to sustainable acting within all company processes.
- Reduction in the number of external transport companies and consolidation of the transports carried out by the various business units.
- Change in the development process regarding EcoDesign. Products should be developed to be circular in the future.
- Avoidance of packaging waste by using packaging made from sustainable raw materials or by reusing the packaging.
- Evaluation of the expanded use and production of renewable energies is being examined.
- Inclusion of sustainability criteria in supply contracts and their future implementation.
- Collaboration with external consultants or universities to get an overview of the latest technologies with regard to sustainable processes.

## 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<sup>4</sup> and uses the appropriate Government emission conversion factors for greenhouse gas company reporting<sup>5</sup>.

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<sup>6</sup>.

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

### Signed on behalf of the Supplier:

Hamilton Medical AG:

Gianina Viglino-Caviezel:  
CFO and President SHS

Date: March 28, 2024

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<sup>4</sup><https://ghgprotocol.org/corporate-standard>

<sup>5</sup><https://www.gov.uk/government/collections/government-conversion-factors-for-company-reporting>

<sup>6</sup><https://ghgprotocol.org/standards/scope-3-standard>