

# Passmore Cleaning Limited

## CARBON REDUCTION PLAN

### **Introduction to Carbon Reduction Plan (ISO 14001 Certified) at Passmore Cleaning:**

At Passmore Cleaning, our commitment extends beyond delivering high-quality cleaning services to a diverse clientele, including commercial premises, construction services, government agencies, leisure industries, private clients, and event management. We understand the significance of our environmental responsibility in today's world, and that's why we have embarked on a journey towards sustainable and eco-friendly operations.

Our Carbon Reduction Plan, certified under ISO 14001, exemplifies our dedication to minimising our carbon footprint and actively contributing to a cleaner, greener future. Through this plan, we aim to implement a comprehensive set of initiatives designed to reduce our environmental impact, enhance our energy efficiency, and promote sustainability throughout our operations.

This ISO 14001 certification signifies our commitment to environmental management standards, ensuring that we are aligned with internationally recognized best practices in reducing carbon emissions and conserving resources. As we move forward, we are excited to share our progress, innovations, and results with our valued clients and partners, and together, we can take meaningful steps towards a more sustainable and environmentally responsible future.

### **Core Values:**

Our core values are at the heart of everything we do, and we believe that they are essential to providing exceptional service to our clients. These values include:

**Highest Standards of Cleaning:** We are committed to providing the highest standard of cleaning services, and we achieve this through fully trained staff who use the latest cleaning technologies and equipment.

**Reliability:** We understand that our clients rely on us to deliver timely and efficient cleaning services, and we work hard to ensure that each job is done on time and every time.

**Proactivity:** We believe in being proactive instead of reactive. We identify potential issues before they become problems, and we take steps to prevent them from happening.

**Employee Empowerment:** We value our employees and believe that empowering them to be responsible and accountable is crucial to our success. We provide training, support, and personal development opportunities to help our employees achieve their full potential.

**Diversity:** We respect and value diversity in all its forms. We believe that diversity strengthens our team and helps us to better serve our clients.

**Respect and Loyalty:** We treat our employees and clients with respect and loyalty. We believe in sharing knowledge and supporting each other to achieve our goals.

## Goals:

As you can see our company goals are very close to core values they are as follows:

**High-Quality Service:** The company should have a goal of providing high-quality cleaning services that exceed the expectations of clients. This goal should be achieved by investing in the latest cleaning technologies and equipment, as well as training and retaining skilled staff.

**Reliability:** The company should aim to be reliable and consistent in providing its services. This goal can be achieved by setting and meeting clear expectations for clients, such as providing specific time frames for cleaning tasks and promptly responding to client inquiries.

**Empowerment:** The company should have a goal of empowering its employees by providing training, support, and opportunities for personal and professional growth. When employees feel valued and invested in, they are more likely to provide high-quality service and stay with the company long-term.

**Respect and Diversity:** The company should have a goal of respecting and valuing diversity in all its forms, including diversity in staff and clients. This goal can be achieved by creating a welcoming and inclusive work environment, providing equal opportunities for all employees, and prioritising diversity in hiring.

**Sustainability:** The company should have a goal of promoting sustainability in its operations by using eco-friendly cleaning products, reducing waste, and implementing energy-saving practices. This goal is attractive to both staff and clients who value environmentally conscious practices.

*By achieving these goals, as a cleaning company we can attract and retain both staff and clients who value high-quality, reliable, and sustainable service, as well as an inclusive and respectful work environment.*

## The purpose and importance of the Carbon Reduction Plan at Passmore Cleaning.

### 1. Environmental Responsibility:

Mitigating Climate Change: The primary purpose of a Carbon Reduction Plan is to reduce the company's carbon emissions, which contribute to climate change. As a cleaning company, like any other business, we have a responsibility to minimise our environmental impact.

### 2. Regulatory Compliance:

Legal Requirements: Many regions and countries have enacted laws and regulations related to carbon emissions and environmental sustainability. Having a Carbon Reduction Plan ensures that the company remains compliant with these legal obligations, avoiding potential fines and penalties.

### 3. Cost Savings:

Energy Efficiency: Implementing energy-efficient practices and technologies can lead to substantial cost savings over time. Reduced energy consumption for heating, cooling, and lighting can result in lower utility bills, positively impacting the company's bottom line.

### 4. Competitive Advantage:

**Customer Expectations:** In today's market, customers are increasingly environmentally conscious. A Carbon Reduction Plan demonstrates Passmore Cleaning's commitment to sustainability, which may attract environmentally aware customers and give the company a competitive edge.

**5. Reputation and Brand Image:**

**Corporate Social Responsibility (CSR):** Being perceived as a socially responsible company enhances the brand's reputation. Customers and stakeholders view companies that actively reduce their carbon footprint more favourably.

**6. Employee Engagement:**

**Morale and Retention:** Employees tend to take pride in working for a company that prioritises environmental responsibility. A Carbon Reduction Plan can boost employee morale and help with employee retention.

**7. Risk Mitigation:**

**Resilience:** Climate change-related risks, such as extreme weather events, can disrupt business operations. A Carbon Reduction Plan can include strategies for building resilience against such risks, safeguarding the company's continuity.

**8. Long-Term Sustainability:**

**Futureproofing:** Implementing a Carbon Reduction Plan helps prepare the company for a future where environmental concerns are likely to become even more critical. It ensures the company's long-term sustainability and relevance.

**9. Innovation and Efficiency:**

**Incentive for Innovation:** Creating and implementing a Carbon Reduction Plan often leads to innovation in processes and technologies. This drive for efficiency and sustainability can improve overall business operations.

**10. Positive Community Impact:**

**Local Engagement:** Reducing carbon emissions positively impacts the local community and environment. A cleaner and more sustainable business operation contributes to the well-being of the community in which the company operates.

In summary, a Carbon Reduction Plan is not only a matter of environmental responsibility but also a strategic business decision. It aligns the company with changing customer preferences, regulatory requirements, and global efforts to combat climate change. By reducing carbon emissions, a cleaning company like Passmore Cleaning Limited can enhance its reputation, reduce costs, and position itself for long-term success in an increasingly sustainability-focused world.

## Passmore Cleaning Carbon Reduction Plan

In this document, we present Passmore Cleaning Company's comprehensive approach to diminishing its carbon emissions in accordance with ISO environmental standards, UK Government directives, and prevailing industry benchmarks. While this marks our initial foray into devising a carbon reduction strategy, it is important to underscore that this is a dynamic undertaking. We are firmly dedicated to integrating policies and protocols as our company evolves and expands.

**Scope:** The plan encompasses aspects such as energy consumption, fleet management, supply chain, cleaning products, waste management, and employee commute.

**Current Status and Data:** At present, we are in the process of collecting data to develop a plan and perform comparisons within the coming 12 months. Here is the data we have gathered thus far:

**Energy Consumption** (Leased building with the landlord's responsibility).

**Supply Chain/Emissions from Suppliers:** Approximately 333.33 kilograms (or a third of a metric ton) of CO2 emissions per year are generated by our suppliers. However, it's important to note that this figure might be an overestimate, as the majority of our inventory and products are sourced locally or from suppliers who have committed to achieving net-zero carbon emissions by 2040. An example of such a supplier is Amazon Business Cleaning Products.

**Current Use:** Regarding our current usage patterns, we prioritise reduced packaging and concentrate on "environmentally friendly" products. It's worth noting that we use approximately 500 one-litre bottles of bleach annually.

**Action Plans:** In our efforts to enhance sustainability and environmental responsibility, we have devised various action plans.

Short-Term:

1. Bleach Alternatives: We intend to research, test, and implement alternatives to bleach.
2. Recycling Programme: We plan to initiate a recycling program for the plastic bottles used for bleach.

Long-Term:

1. Supplier Engagement: Over the long term, we aim to collaborate with suppliers to develop or source more environmentally friendly products.

**Waste Management:** Our waste management practices are vital to minimize our environmental impact.

**Current Status:** We produce different types of waste, including cardboard, old textiles, recyclable plastics, and broken equipment. These are managed through recycling and responsible disposal methods.

Short-Term Action Plan:

1. Waste Segregation: In the short term, we will introduce meticulous waste segregation practices to improve our waste management.
2. Employee Training: Our immediate goal is to train our staff in responsible waste management practices.

Long-Term Action Plan:

1. Zero-Waste Goal: We aspire to establish a zero-waste policy within the next five years as part of our long-term waste management strategy.

**Employee Commute:** Employee commute pertains to the methods and means by which employees travel to and from their workplaces.

In the context of our sustainability initiatives, we aim to address employee commute in a manner that promotes eco-friendly transportation choices among our workforce. This includes encouraging options like carpooling, using public transportation, cycling, walking, and telecommuting. By reducing the environmental impact associated with daily employee commutes, we align with our broader sustainability goals.

### **Conclusion**

The Carbon Reduction Plan serves as a roadmap for Passmore Cleaning Limited to significantly reduce its environmental impact. It aligns with our mission and core values, ensuring we uphold the highest standards in cleaning services while being socially and environmentally responsible.

Our objectives span across key areas including energy consumption, fleet management, supply chain, waste management, and employee commuting practices. Each area has a well-defined short-term and long-term action plan designed to lower carbon emissions and promote sustainability. The action plans will be subject to regular audits and reviews, ensuring we maintain alignment with ISO environmental standards, UK Government policies, and industry best practices.

We are optimistic that the implementation of this plan will lead to a lower carbon footprint, elevated brand reputation, and enhanced customer and employee loyalty.

By working together—across departments, with our suppliers, and alongside our clients and community—we can make meaningful strides in reducing our carbon emissions and fostering a more sustainable future for all.

This Carbon Reduction Plan is considered a live document that needs to be updated and improved upon moving forward and not just a once a year look over.

*As part of our Carbon Reduction Plan at Passmore Cleaning, we have established a clear baseline for our emissions, meticulously measuring and analysing our environmental footprint. This baseline provides us with a comprehensive understanding of our current carbon emissions and resource consumption, allowing us to identify areas for improvement. With this knowledge in hand, we have set a bold yet achievable Net Zero target by the year 2040. Our commitment to reaching net zero emissions by 2040 reflects our dedication to mitigating the impact of our operations on the environment and combating climate change. We are actively implementing innovative strategies and sustainable practices to make substantial reductions in our carbon emissions, working diligently towards a future where our services are not only exceptional but also eco-friendly and sustainable.*

Baseline Year: 2022																	
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## Current Emissions Reporting

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Reporting Year: 2022		

## Declaration and Sign Off

This Carbon Reduction Plan has been completed in accordance with PPN 06/21 and associated guidance and reporting standards 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>1</sup> and uses the appropriate Government emission conversion factors for greenhouse gas company reporting<sup>2</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>3</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 Passmore Cleaning:



Date: 1st November 2023

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<sup>1</sup><https://ghgprotocol.org/corporate-standard>

<sup>2</sup><https://www.gov.uk/government/collections/government-conversion-factors-for-company-reporting>

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