

Carbon Reduction Plan

CO₂

Updated 11th September, 2024



Summary

E-Sign is a leading provider of eIDAS compliant electronic signature solutions to the UK and international market. We help accelerate and simplify document processes, working alongside all industries to provide bespoke digital document solutions. Our user-friendly and innovative product range saves time, money and hassle on day-to-day business processes.

Alongside our electronic signature solutions, we offer a comprehensive range of services to support unified digitalisation and simplified document management. Our mission statement is to 'leave things in a better state than when we found it' which applies to our goal to make digital transformation technologies accessible to businesses of all industries and sizes. We are committed to helping organisations contribute to their Net Zero goals by eliminating paper-based processes and realising the benefits of digital solutions. Reducing our Greenhouse Gas (GHG) emissions brings significant benefits to our company, customers, suppliers and the broader community. While our carbon footprint is not large, we recognise the urgent need to reduce global emissions. We believe we can achieve the necessary reductions through proactive measures, engagement and behavioural changes.

Commitment to achieving Net Zero

E-Sign (UK) Ltd is committed to achieving Net Zero emissions by 2050 at the latest but believe an earlier data of 2035 may be achievable as a stretch target.

- **Scope 1** – Emissions from sources that E-Sign owns or controls directly.
- **Scope 2** – Emissions a company causes indirectly that come from where the energy it purchases and used is produced.
- **Scope 3** – All emissions not covered in Scope 1 & 2, created by our value chain.

Current Baseline Emissions – 1st April 2023 - 31st March 2024

We had staff operating from 2 offices, totalling 3,278 square feet. Office working resumed post pandemic, as well as travel (UK and overseas).

Scope 2 Emissions	Percentage of Emissions	Total (tCO2e)
Heat	100.0%	11.6
Electricity	0.0%	0
Scope 3 Emissions	Percentage of Emissions	Total (tCO2e)
Business Travel	54.7%	39.2
Purchased goods and services	25.7%	18.4
Capital goods	25.7%	14
Total Emissions		83.2

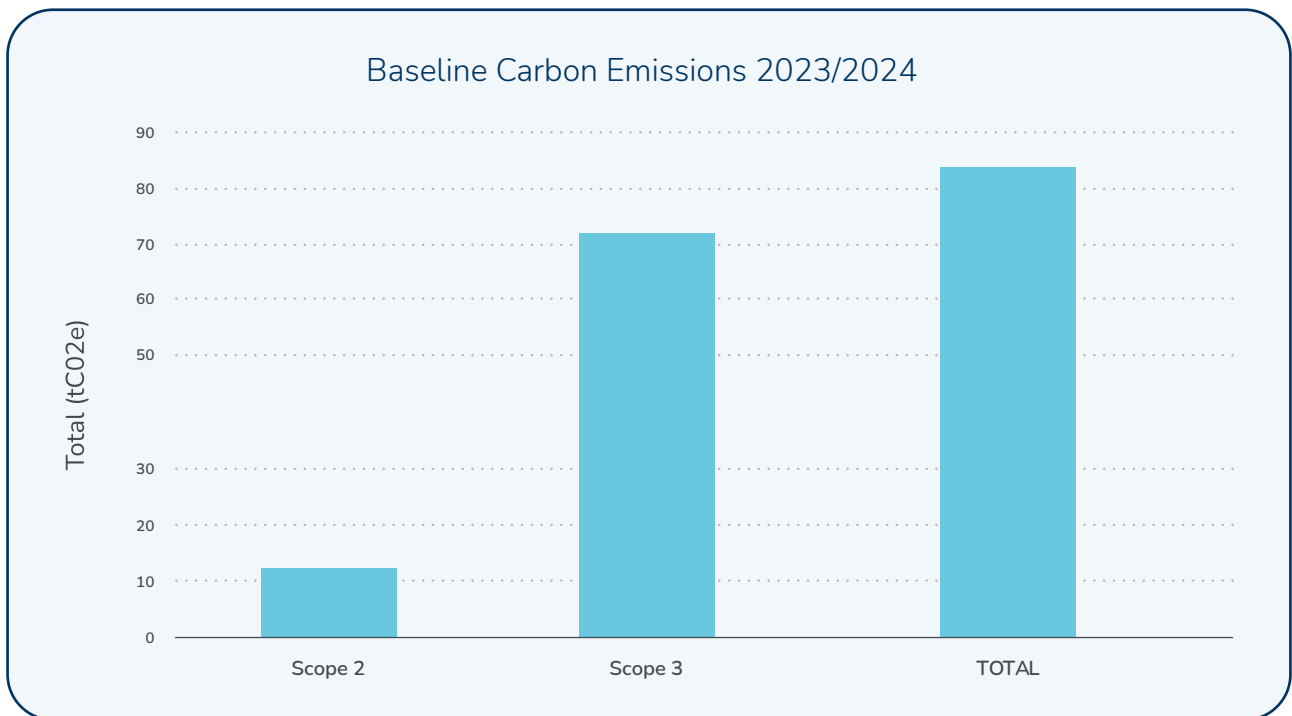


We are continuously evolving, identifying, and accurately reporting emissions while reducing those within our control. With increased support from our ESG team and the introduction of new initiatives, we expect to achieve further reductions in emissions.

Emissions Reduction Targets

In our ongoing efforts to achieve Net Zero, especially in light of business expansion, relocation, and the resumption of normal operations post-pandemic, we have reviewed and adjusted our carbon reduction targets as follows.

The graph below shows our current emissions, which we will measure annually against the target. The milestone dates are 2029 (5 years ahead) and 2035 (our stretch target Net Zero date). If we maintain our current business size and workforce, we project that with the measures outlined in the next section, carbon emissions will decrease by 20% over the next 5 years.



Carbon Reduction Projects and Actions

The carbon reduction initiatives outlined below, once fully implemented, will align with our GHG emissions reduction efforts with our goal of achieving Net Zero. Many of these measures have already been introduced or can be implemented by our first milestone in 2028. While reductions will be necessary across all emission scopes, we will prioritise Scope 2 (Electricity) and Scope 3 (Waste, Travel and Purchased Goods).

In addition to these measures, we will promote behavioural change through internal training, communication and reporting. Simple actions like switching off equipment, separating waste, and travelling sustainability can significantly reduce our energy footprint.

Scope 1

Electric Vehicles: Review electric company vehicle options at lease renewal or purchase and investigate biofuel alternatives

Scope 2

- **Energy Efficiency:** All lighting is LED and sensor-activated
- **Gas Usage:** We use no gas in our operations
- **Data Centres:** We host our own server infrastructure that is only powered via a renewable energy source within our own data centre network.
- **Green Energy:** Continuously review utility providers for the best green options and tariffs (currently, our office is connected to the Mersey Heat Network, a low carbon energy system)
- **Carbon Offsetting:** Explore options to offset residual tCO₂e emissions through initiatives with the National Forest or The Woodland Trust
- **Training:** Complete Carbon Literacy Training with the ESG Committee (including Senior Management and Director representatives)

Scope 3

- **Remote Work:** Support hybrid and remote working, and encourage the use of virtual meeting platforms
- **Sustainable Transport:** Promote the use of public transport, car-sharing, and offer staff members the UK government cycling to work scheme.
- **Electric Vehicles for Staff:** Incentivise staff to switch to electric vehicles and implement sustainable energy solutions at home
- **Environmental Initiatives:** Encourage staff, suppliers, customers, and communities to support environmental protection and improvement initiatives
- **Eco-driving Courses:** Investigate offering Eco-driving courses for staff with high business mileage or long commutes
- **Budget Allocation:** Allocate budget for measures to reduce environmental impact
- **ISO14001 Accreditation:** Enhance business and staff commitment through gaining ISO14001 accreditation and/or Carbon Literacy Training



- **ESG Ambassadors:** Increase staff engagement through a newly formed group of ESG Ambassadors
- **Plastic Reduction:** Reduce single-use plastic in the workplace (phase 2 business audit underway)
- **Recycling:** Promote and encourage recycling, including responsible e-waste recycling
- **Travel Emissions:** Assess travel to reduce emissions impact including carbon-offset flight choices
- **Data Collection:** Improve data collection to better manage emissions
- **Paperless Operations:** We adhere too fully paperless workflows and practices and provide paperless solutions to business across the UK and further afield
- **Carbon Neutral Software Licences:** Investigate providing customers with the option to purchase a carbon-neutral software licences, where part of the fee goes toward offsetting the carbon emissions from using the service

Management Mission

The continuous shifts in global economies, alongside the rise of emerging markets and shifting consumer expectations, drive company growth in the SaaS industry.

Technological advancements and the innate human drive to innovate through new products or software make this sector particularly dynamic and promising. As markets evolve and converge within ecosystems, coupled with the interconnectedness facilitated by the global web, SaaS platforms offer an ideal solution for businesses to transition to fully paperless operations, adapting to an increasingly digital and sustainable world.

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 and uses the appropriate government emission conversion factors for GHG company reporting. 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.

This Carbon Reduction Plan has been reviewed and signed off the Board of Directors (or equivalent management body).

Signed on behalf of E-Sign (UK) Ltd:

Adam Ross, Director of Operations



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