

Digital Modus Ltd

Carbon Reduction Plan (CRP)

DM/101/05

ISO 14001:2015



1 Document Information

1.1 Document Control

Version	Date	Author	Comments
DM/101/01	1st September 2022	Nick Howes	Initial Draft
DM/101/02	1st September 2023	Kerry Brannigan	Annual Review, Policies numbered
DM/101/03	2nd October 2023	Kerry Brannigan	Scope 3 Categories updated
DM/101/04	19th June 2024	Kerry Brannigan	Annual Review: 6.1 Completed Carbon Reduction Initiatives 6.2 Carbon offsets
DM/101/05	30th June 2025	Kerry Brannigan	Reporting Year: July'24-Jun'25 updated
DM/101/xx	30th June 2026		Annual Review:

Supplier name: Digital Modus Ltd

Publication date: 1st July 2024

2 Commitment to achieving Net Zero

Digital Modus Ltd is committed to achieving Net Zero carbon emissions by 2027. This commitment is embedded across our operational model and environmental governance framework, with an emphasis on absolute emissions reduction. We supplement these reductions with the purchase of verified carbon offsets where necessary, targeting unavoidable emissions such as essential air travel.

3 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.

Calculations have been made based from data calculated via:

<https://www.carbonfootprint.com/businesscalculator>

The detailed assessment report is here:  DM Emissions Assessment 2022.pdf

Baseline Year: July 2021 – June 2022

Additional Details relating to the Baseline Emissions calculations

Digital Modus started trading in 2021 with 5 employees. The company has no fixed office space, vehicles or equipment, and uses cloud services for distributed employees, sub-contractors and associates to securely collaborate and store documents and files. As we are a fully remote working business, our employees do not commute to work and only travel when required under Business travel. We do not transport nor distribute products but provide cloud based services and software to our clients.

Our Emissions are calculated under the following categories only:

- 5. Waste generated in operations
- 6. Business travel

The area identified where a meaningful impact can be made is:

- Business travel – The report indicates that over 90% of the company's carbon footprint is travel related.

Baseline Emissions Calculations

EMISSIONS	TOTAL (tCO ₂ e)
Scope 1	0 – not reported
Scope 2	0 – not reported
Scope 3 (Included Sources)	45.466
Average per employee	9.09
Total Emissions	45.466

4 Current Emissions Reporting

Reporting Year: July'24–Jun'25

Additional Details relating to the Current Emissions calculations

Our emissions have increased by only 219%, despite a 720% increase in workforce, demonstrating strong emissions control relative to growth. The company continues to work remotely and provides only cloud-based services and software to its clients.

EMISSIONS	TOTAL (tCO ₂ e)	% increase/decrease from baseline
Scope 1	0 – not reported	0
Scope 2	0 – not reported	0
Scope 3 (Included Sources)	145.83	219%
Average per employee	3.557	–60%
Total Emissions	145.83	

5 Emissions Reduction Targets

Digital Modus operates as a remote-first business, inherently minimising its environmental footprint. However, we continue to target meaningful reductions in our key impact area—business travel—through the following focused actions:

- Eliminate unnecessary air travel by favouring remote delivery methods
- Encourage modal shift to public transport for domestic trips
- Provide annual staff engagement and training on low-carbon decision-making
- Engage with suppliers to ensure alignment with our Net Zero timeline
- Offset any residual emissions via accredited schemes (see Section 6.3)

The area identified where a meaningful impact can be made within the business is:

- Business Travel (client meetings, employees driving their own cars and airline travel) – this is over 35% of our carbon footprint. Nearly 16% of our emissions are from airline travel alone.

Our aim is to continue to reduce travel as much as possible, and where not possible to use public transport such as trains. Where travel by plane cannot be avoided, Digital Modus will pay for the carbon offset to neutralise the effect of necessary travel. In order to continue our progress in reducing our carbon footprint, we have adopted the following carbon reduction targets.

Target: achieve Net Zero Carbon Emissions on or before 2027.

This will be achieved through:

- Continuing to reduce air miles per employee
- Encouraging the use of sustainable transport options
- Partnering with suppliers who align with our sustainability objectives
- Engaging employees in energy-saving practices and home-office improvements
- Maintaining transparency through annual emissions reporting

6 Carbon Reduction Projects

6.1 Completed Carbon Reduction Initiatives

Digital Modus holds ISO 14001:2015. We have adopted a program management process that establishes yearly sustainability goals, regular executive updates, board engagement, and business unit and steering committee meetings. Our environmental policy lays out specific environmental efficiency and purchasing guidelines for our supply chain, workplace, and responsible disposal of end-of-life technology. This is audited annually by an external body (NQA).

The following environmental management measures and projects have been completed or implemented since the 2021 baseline. The company encourages working from home offices in order to:

- minimise travel and the generation of greenhouse gases
- minimise office space and resources usage

Digital Modus encourages the approach of reduce, re-use, recycle. In order to minimise our organisation use of paper and printing we utilise cloud collaboration for;

- Document creation
- Document sharing
- Document certification & authentication
- Agreement validation

Initiative	Year	Outcome
Remote-first operations	2021	0 Scope 1/2 emissions
Cloud-based collaboration tools	2021–ongoing	Paperless operations
ISO 14001 Certification	2023	Improved environmental controls
Document digitisation strategy	2023	Reduced paper & printing waste
Environmental Awareness Training (iHasco/Bobs Business)	2023–2024	100% staff participation

6.2 Further measures for the future

We continually assess the environmental impacts of our operations and update our objectives and targets of operating in Net Zero Emissions office, in order to improve our environmental performance.

- Promote responsibility for the environment within the organisation and communicate and implement this policy at all levels within the workforce;
- actively encourage the reduction in the use of energy, water and other resources by having an annual official drive to encourage employees to sign up for a government grant to improve employees' home offices for instance;
 - Insulation grant schemes
 - LED replacement lighting schemes
 - Solar panel installation schemes
- Minimise waste by encouraging all forms of reduction, re-use and recycling methods.
- Comply with all relevant environmental legislation/regulations.
- Ensure that our policies and services are developed in a way that is complementary to this policy.
- Maintain appropriate training, advice and information for staff and encourage them to develop new ideas and initiatives.
- Provide appropriate resources to meet the commitments of this policy.

- Promote and encourage involvement in local environmental initiatives/schemes.

This action plan is available to all staff and has been drawn to their attention. Senior Management awareness will be raised by briefing at the Executive Group and Leadership Group forums.

6.3 Purchasing of Carbon Offsets

Digital Modus has purchased the following Carbon Offsets in relation to the emissions reporting for the reporting year Jun 2023 – Jul 2024.



Protecting the Tambopata-Bahuaja Biodiversity Reserve in Peru

Reducing deforestation and degradation in the Tambopata-Bahuaja Biodiversity Reserve in Peru

12TCO₂E AVOIDED

7 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 standard¹ and uses the appropriate Government emission conversion factors for greenhouse gas company reporting².

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) Standard³.

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:



Nick Howes
CEO

Date: 27th June 2025

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

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

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