Carbon Reduction Plan

2023

Carbon Reduction Plan

Directors Statement committing Tetra Tech International Development Europe Limited[1] and its subsidiaries' UK operations to Net Zero

Tetra Tech International Development is committed to achieving Net Zero emissions by 2050 and becoming Climate Positive by 2030.

Tetra Tech International Development further aims to reduce its emissions by 40% by 2025 compared with 2019 baseline levels.

This Carbon Reduction Plan has been completed in accordance with PPN 06/21[2]. Emissions have been recorded and reported 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 greenhouse gas 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[3].

This Carbon Reduction Plan has been reviewed and signed off by the board of directors of Tetra Tech International Development Europe Limited.

Signed on behalf of the Supplier: Date:

                                            Mar 15, 2023

Managing Director

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[1] Tetra Tech International Development Europe Limited (registered in England, company number 04120956) (**Tetra Tech International Development**)

[2]   Procurement Policy Note 06/21: *Taking account of Carbon Reduction Plans in the procurement of major government contracts*

[3]   https://ghgprotocol.org/standards/scope-3-standard

Baseline Emissions

Baseline Year: 2019	
Additional Details relating to the Baseline Emissions calculations.	
This is the first baseline for Carbon Reduction Plan for Tetra Tech International Development. It was chosen as the most and representative year with data available (pre-COVID) and includes Scope 2 and 3 emissions in accordance with PPN 06/21 and associated guidance and reporting standard for Carbon Reduction Plans. There are not Scope 1 emissions to report. Scope 3 emissions include: • Business travel • Employee commuting • Waste generated in operations • Upstream transportation and distribution There were no downstream transportation and distribution emissions to report. Tetra Tech International Development has reported emission across all of its UK operations. Tetra Tech International Development's major emissions come from travel (flights), offices and waste.	

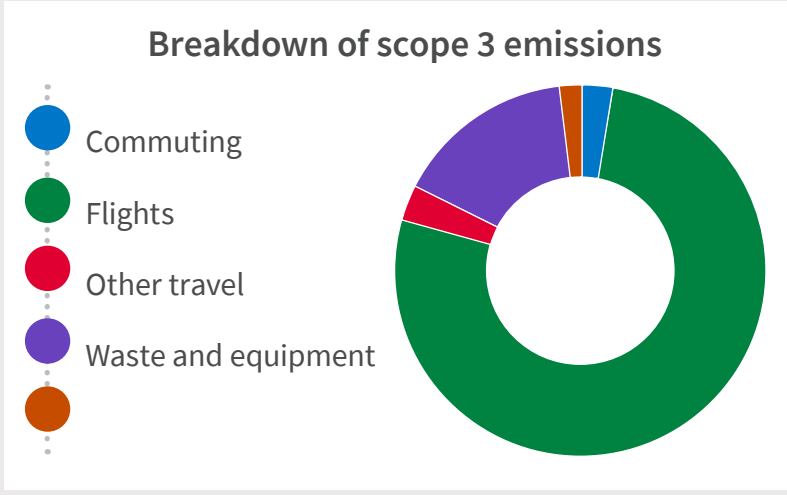| Baseline year emissions:	
EMISSIONS	**TOTAL (tCO_2e)**
Scope 1	N/A
Scope 2	**64.6 tCO_2e**
Scope 3 (Included Sources)	**736.7 tCO_2e** Scope 3 emissions include: • Business travel **577 tCO_2e** • Flights account for 95% of the total emissions • Employee commuting **39.4 tCO_2e** • Waste generated in operations including equipment **113.8 tCO_2e** • Upstream transportation and distribution **6.5 tCO_2e** There were no downstream transportation and distribution emissions to report.
Total Emissions	**801.3 tCO_2e**

Current Emissions Reporting

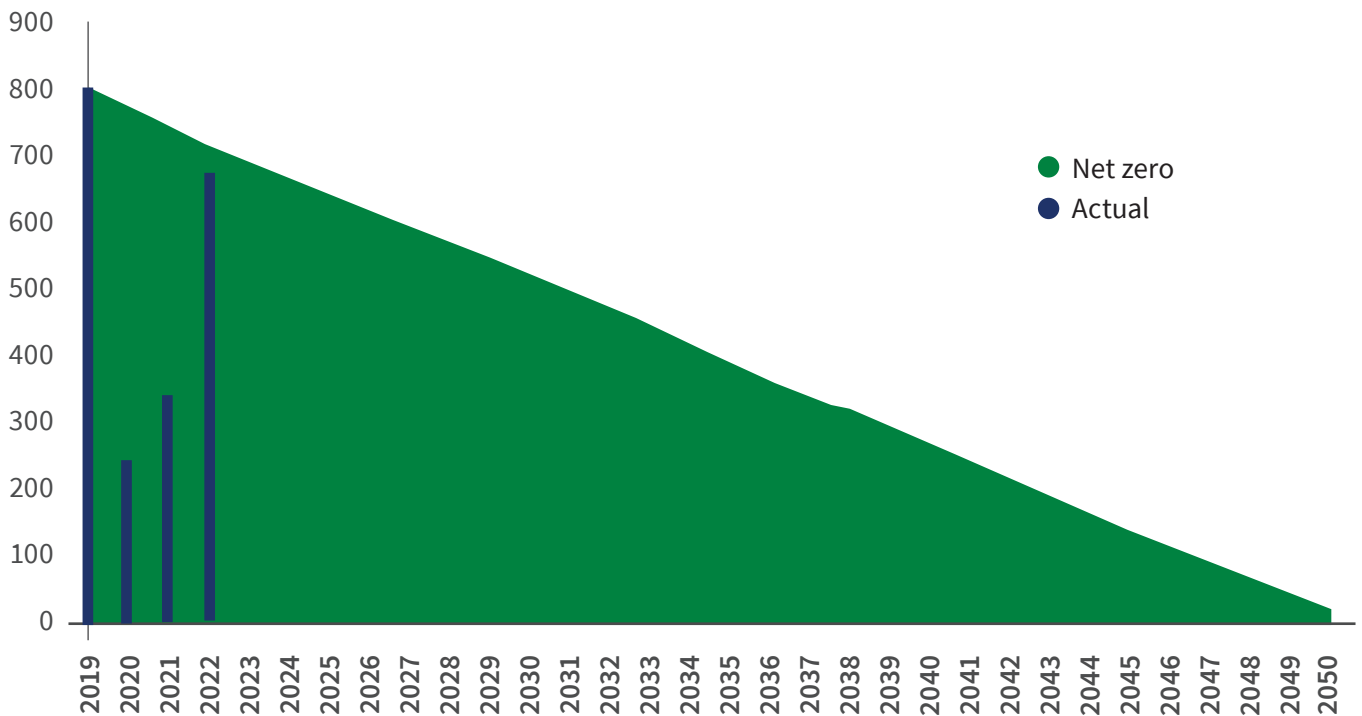| Year: 2022	
EMISSIONS	**TOTAL (tCO$_2$e)**
Scope 1	N/A
Scope 2	**49.2 tCO$_2$e**
Scope 3 (Included Sources)	**625.3 tCO$_2$e** Scope 3 emissions include: • Business travel **498.1 tCO$_2$e** • Flights account for 76% of the total emissions. • Employee commuting **1.7 tCO$_2$e** • Waste generated in operations including equipment **98.5 tCO$_2$e** • Upstream transportation and distribution **11.6 tCO$_2$e** There were no downstream transportation and distribution emissions to report. **Breakdown of scope 3 emissions** ● Commuting ● Flights ● Other travel ● Waste and equipment
Total Emissions	**674.5 tCO$_2$e**

Current Emissions Reporting

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

Tetra Tech International Development is committed to achieving Net Zero emissions by 2050 and becoming Climate Positive by 2030. Tetra Tech International Development further aims to reduce its emissions by 40% by 2025 compared with 2019 baseline levels.

Progress against these targets can be seen in the graph below:

Carbon Reduction vs Actual

Net Zero by 2050 vs Actual

Carbon Reduction Projects

Completed Carbon Reduction Initiatives

Total emissions in 2022 are 84% of 2019 levels and on track to achieve Net Zero by 2050. These carbon reductions come predominantly from the reduction in international travel as clients and projects require fewer in person meetings post-Covid, with hybrid and remote working arrangements having been normalised.

With the return to office-based working (albeit at a smaller scale than before Covid), we have seen an increase in scope 3 emissions from waste and equipment which we shall look to reduce going forward. Our Flexible Working Policy has a recommendation of two office-based days per week which has permanently reduced commuting-related emissions. Our improved employee commuting monitoring now captures distances and methods of travel better, although there remains some more to do here. We continue to promote public transport and Cycle to Work schemes, for example with offices fitted out with changing facilities as well as discount options for bicycles.

Our environmental management plan actions outlined below are looking to implement sustainable long-term change in business processes and systems, working closely together with our partners and clients to achieve net zero in good time. It focuses on ensuring that the emissions are reduced sustainably going forward – particularly relating to international travel, office and home-based working, and commuting.

Carbon Reduction Plan key activities

To achieve Net Zero by 2050 at the latest, we look to implement further measures including, but not limited to:

Better understand the baseline and sources of emissions

Tetra Tech International Development is an international development business focused on delivering and evaluating complex programmes around the world. With a number of offices and local teams, our delivery model has focused on bringing together local partnerships and expertise with international and regional networks and experience.

Given the global locations of much of the business, travel accounts for the majority of the emissions and is therefore a key area to address in mitigating emissions. We will review and revise our travel policy with net zero commitment in mind and challenge our projects to consider travel requirements as part of their design and in conversation with our partners and clients.

Business operations including our offices and commuting represent the second highest category.

- **Offices:** Work with landlords to ensure that all electricity supplied to UK offices is 100% renewable electricity by 2023 at latest and REGO certificates are available. We will liaise with our office management companies to set out net zero ambition with one of our suppliers having already signed up to Net Zero targets. We also aim to move to carbon neutral courier services for all deliveries in the UK.
- **Commuting:** with remote and hybrid working having become normalised in the past 3 years, we look to embed best practices from this to our operating models and project plans to ensure continued sustainable reduction in emissions. We also look to measure and reduce emissions from extended time spent working outside the main office environment.
- **Equipment**: our new Procurement Policy is due to be finalised within the next 12 months, including sustainability integrated as a value for money criteria for purchases.

Build efficient data capture, monitoring and reporting methods

Further develop detailed tracking and survey tools for offices and projects to capture emissions data on an ongoing basis. These include developing better monitoring for:

- **Business travel:** review existing policies and implement new travel guidance and governance procedures to measure emissions better on a business and project basis, and control business travel emissions, particularly from flights.
- **Waste:** Implement measures to enable accurate monitoring of waste and therefore calculation of emissions.

Develop mitigation policies and activities

- Establish a dedicated working group to take ownership of Tetra Tech International Development's emissions reduction actions.
- Review and revise existing relevant policies to ensure net zero alignment and support.
- Travel policy to promote rail travel for short haul journeys, where appropriate.
- Support employees in making sustainable choices with their pensions and other benefits.
- Engage our clients to promote net zero requirements at the procurement stage. Review project designs at tender stage with a net zero commitment lens.
- Work with our partners and supply chain to build their capacity and understanding of expectations and opportunities related to carbon reduction.
- Develop carbon tracking tools for our projects and clients.

Set out and implement Net Zero Strategy and Implementation Plan for the business

- We will review and develop this plan and a detailed Net Zero Strategy that will be signed off by the Leadership Team. We will establish a working group consisting of representatives from different parts of the business to develop an implementation approach and workplan.
- Carry out training across the business to increase climate and emission awareness and understanding of GHG Protocol, Net Zero by 2050, and the Carbon Reduction Plan.