



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, as a condition of participation, to submit a CRP which details their organisational carbon footprint and confirms their commitment to achieving net zero by 2050.

CRPs are to be completed by the bidding supplier 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 2050.¹¹

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 CRP 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 Standard¹² and Guidance, 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
- 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 CRP may only be a temporary measure to satisfy this particular condition of participation.

The CRP 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 objectives of the CRP within their strategic plans.

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

- 11 'Bidding supplier' or 'bidding entity' means, for the purpose of this guidance, the organisation with whom the Contracting Authority will enter into a contract if it is successful.

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<https://www.gov.uk/government/publications/ppn-006-guidance-on-taking-account-of-carbon-reduction-plans-adopting-and-applying-conditions-of-participation-html>

Carbon Reduction Plan template

Supplier name

Express Linen Services Ltd

Publication date

22nd July 2026

Commitment to achieving net zero

Express Linen Services Ltd is committed to achieving net zero emissions by 2040.

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.

Baseline year: 2022

Additional details relating to the baseline emissions calculations:

Baseline year emissions:

Emissions	Total (tCO ₂ e)
Scope 1	2,544.44
Scope 2	273.89
Scope 3 (included sources)	2,643.90
Total emissions	5,453.22

Current emissions reporting

Reporting year: 2025

Emissions	TOTAL (tCO ₂ e)
Scope 1	2,483.17
Scope 2	237.72
Scope 3 (included sources)	2,505.77
Total emissions	5,226.66

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 will decrease over the next five years to 4,011 tCO₂e by 2030. This is a reduction of 30%.

Carbon reduction projects

Completed carbon reduction initiatives

The following environmental management measures and projects have been completed or implemented since the 2022 baseline. The carbon emission reduction achieved by these schemes equate to **-226.56 tCO₂e**, a **4.15% reduction** against the 2022 baseline and the measures will be in effect when performing the contract.

- Proactively decommissioning and replacing equipment ahead of end of life, taking advantage of the latest energy efficient technology.
- Transitioned all lighting systems to LED technology to reduce electricity consumption.
- Introduced secure cycle storage facilities to promote sustainable commuting and reduce reliance on car travel.
- Water recycling within the laundry process, reducing both water usage and associated energy demand.
- Captured and reused heat from the water recycling process to pre heat washers, lowering gas consumption.
- Reduced seasonal night shift operations, enabling earlier shutdown of high energy equipment.
- Partnered with specialist recycling companies to divert scrap textiles from landfill and repurpose them into new products.
- Undertaken PAS 2060 reporting to provide independent verification of our carbon accounting and demonstrate commitment to robust reduction planning.
- Maintained certification to ISO 14001, demonstrating robust and continuous environmental management.

Future carbon reduction initiatives

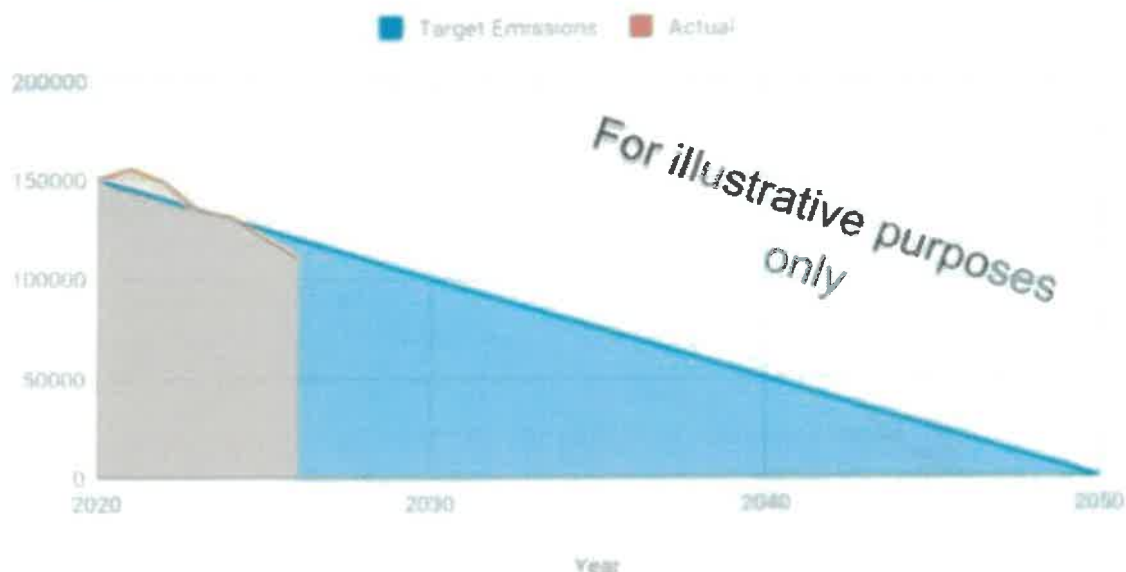
In the future we will to continue to build on and implement further measures such as:

- Expanding behaviour change programmes, such as optimising shift patterns, to further enhance energy usage.
- Installing solar PV systems across available roof space to generate on-site renewable energy.
- Trialling an electric Luton van for local deliveries to evaluate the feasibility of transitioning to a lower-emission vehicle fleet.
- Continuing to invest in advanced, energy efficient machinery to improve productivity and lower energy intensity.
- Achieving a plastic free operation by 2030, through the continued transition to reusable banding across product lines.
- Exploring partnerships with organisations such as Sedex to strengthen supply chain

Annex – Guidance notes

- Please provide details of your organisation's baseline emissions. If your organisation has not previously assessed or reported emissions, please state this and use your first reporting period as your baseline.
- Under **Additional details relating to the baseline emissions calculations**, please add details of your baseline emissions as required: for example, that it is a historic baseline which deviates from the requirements under this measure (e.g. no prior Scope 3 emissions reporting); that there had been no previous reporting; or that you have created a new baseline due to substantial organisational change or restructuring.
- Under the heading **Emissions reduction targets**, if your organisation already has emissions reduction targets, please give those targets. If your organisation had no previous emissions reduction commitment, or if this is your organisation's first carbon footprint, please provide targets for your organisation. You may want to show progress against your targets in a graph, like the one show below:

Carbon Reduction: Projected vs. Actual



- Under the heading **Completed carbon reduction initiatives**, please provide brief details of some of your completed carbon reduction projects. This is for information only. This may include environmental management measures such as certification schemes like ISO14001 or PAS 2060, signing up to SBTi or specific measures you have taken such as: the adoption of LED/PIR lighting controls, changes to policy resulting in a reduction in company travel and flights or the electrification of the company fleet.
- Under the heading **Future carbon reduction initiatives**, please provide brief details of some of your likely/proposed future carbon reduction projects, if any. This is for information only.

transparency and sustainability.

- We will continue to engage employees in energy saving initiatives through training and awareness campaigns.
- We aim to work with customers to reduce impacts across the value chain, including optimising deliveries and packaging.

Declaration and sign off

This Carbon Reduction Plan has been completed in accordance with PPN 006 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 standard¹³ and uses the appropriate government emission conversion factors for greenhouse gas company reporting.¹⁴

Scope 1 and Scope 2 emissions have been reported in accordance with SECR requirements (where required), 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.¹⁵

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:

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Date: 31.7.2026

¹³ <https://ghgprotocol.org/corporate-standard>

¹⁴ www.gov.uk/government/collections/government-conversion-factors-for-company-reporting

¹⁵ <https://ghgprotocol.org/standards/scope-3-standard>