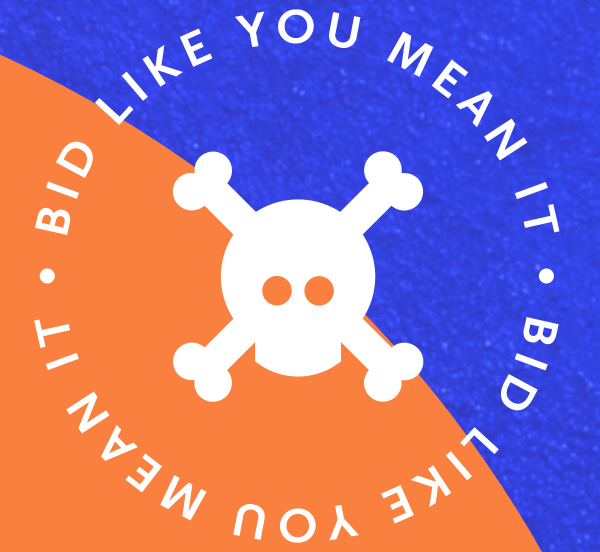




Carbon Plan

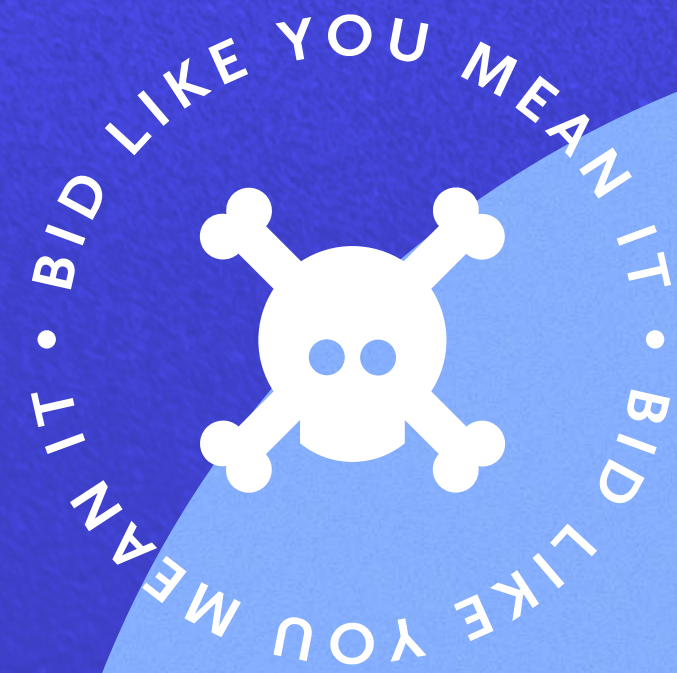
Last Updated: September 2026 | Version 1



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1 Our Carbon Reduction Plan

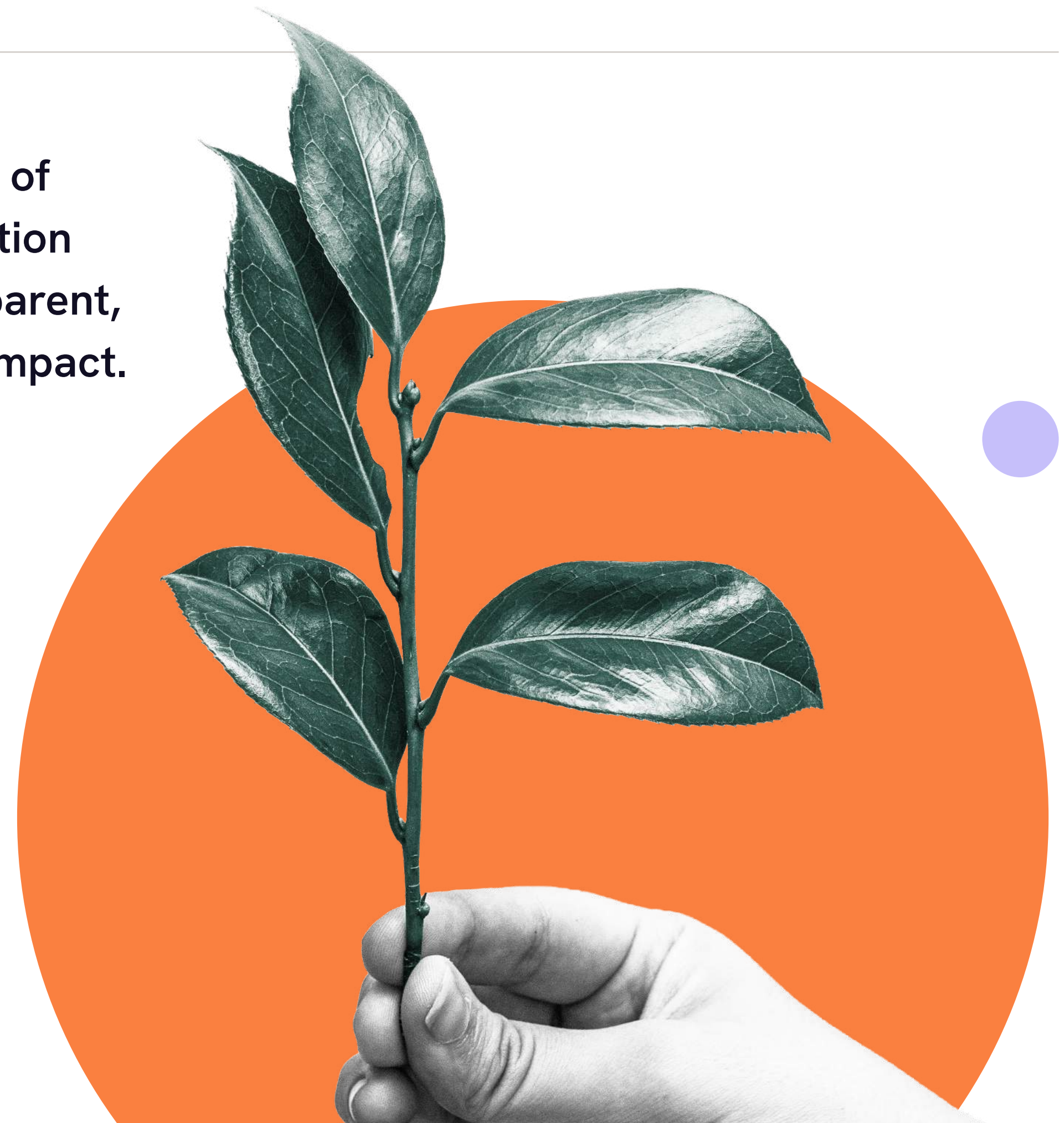
1.1 Our Commitment

As a newly certified B Corporation, we recognise the important role of small to medium sized enterprises (SMEs) in supporting a just transition towards a low-carbon economy. We therefore pledge to take transparent, science-based, and equitable steps to minimise our environmental impact.

BidCraft is a fully remote consultancy with no owned or leased premises and no company vehicles. Our workforce of 7 people works entirely from home. In the context of the wider economy, this means our direct environmental footprint is relatively small.

We recognise, however, that small does not mean impact free – we still have a responsibility to identify and reduce emissions associated with the way we operate.

This Carbon Reduction Plan sets out how we will measure our emissions, monitor our progress, and hold ourselves accountable to our Net Zero commitment. It has been developed in line with UK Government reporting guidance under PPN 006 and the GHG Protocol. It will be reviewed and republished annually as both our data and methodology develop.



1.3 Baseline Carbon Emissions

Our baseline emissions are calculated from our operations between June 2025 and May 2026, this period represents our financial year and will be used as the reporting period for future annual updates.



Baseline Year: 2025/26



Emissions Breakdown

As BidCraft is a fully remote consultancy with no permanent office or company fleet, our environmental impact falls solely within Scope 3.



*Of our total Scope 3 Category 1 emissions, 42.42 tCO₂e (97%) relate to BidCraft Consulting and 3.25 tCO₂e (3%) relate to the Academy. This allocation is based on directly attributable expenditure and activity, with shared costs divided consistently between the two areas.

This methodology provides a robust and transparent assessment of emissions across the organisation's key activities, including procurement, capital purchases, business travel and home working.

Scope 3 Category 1

SPEND-BASED

Each supplier was assigned a primary SIC code and, where the purchase covered more than one type of activity, a secondary SIC code according to the nature of the goods or services provided

As DEFRA’s spend-based emissions factors were last published relating to 2023, BidCraft’s 2025/26 expenditure was adjusted to a 2023 price basis based on the CPI. The applicable kgCO2e per £ spent multiplier for each SIC code was then applied to the adjusted expenditure. Where both primary and secondary SIC codes were applicable, the average of the two corresponding emissions factors was used.

Scope 3 Category 2

SUPPLIER-SPECIFIC

Capital goods purchased during the reporting period were identified from BidCraft’s purchasing records.

Product-specific carbon footprint information published by the manufacturer was used to estimate the embodied emissions associated with each item.

Scope 3 Category 6

Calculated using a hybrid approach of distance-based and spend-based methods, dependent on the information available for each journey

Where journey distance and mode of transport were known, a distance-based calculation was used. Rail and other passenger transport journeys were calculated using the relevant kgCO2e per passenger.km factor, while car mileage was calculated using the appropriate kgCO2e per vehicle mile factor. Where distances were recorded in miles, but the applicable factor was based on passenger kilometres, miles were converted to kilometres before the emissions factor was applied.

Where reliable journey distance information was not available, such as certain TfL, taxi or other travel transactions, a spend-based estimate was used by applying the relevant kgCO2e per £ spent factor to the travel expenditure. UK Government conversion factors were applied according to the calendar year in which the journey occurred, using 2025 factors for travel undertaken from June to December 2025 and 2026 factors for travel undertaken from January to May 2026. Refunds and credits were accounted for to avoid overstating travel expenditure and emissions.

1.2 Methodology continued...

Scope 3 Category 7

As BidCraft is a fully remote business, Category 7 relates to emissions associated with employees working from home rather than conventional commuting.

Homeworking emissions were calculated using the UK Government combined homeworking emissions factor, expressed as kgCO₂e per full time equivalent (FTE) working hour. Average homeworking days were estimated separately for the June - December 2025 and January - May 2026 periods, with full-time and part-time working patterns accounted for separately.

The relevant annual emissions factor was then applied to each period, using the 2025 factor for working hours in 2025 and the 2026 factor for working hours in 2026. Total emissions were calculated by multiplying the number of homeworking days by the number of employees, average working hours per day and the applicable annual homeworking factor.



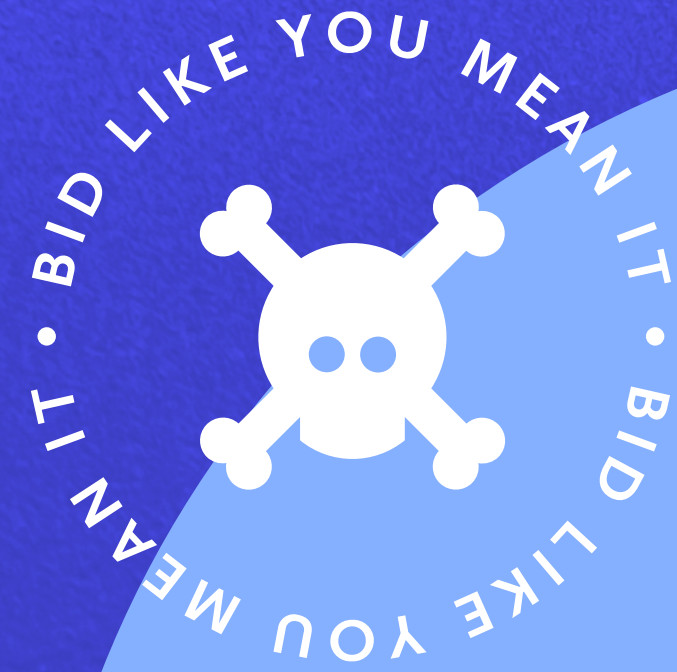
1.4 Comparison to Office Working

As this is our first carbon report we have no comparison.
So we showed our results in contrast to an office.

Scenario	Scope 1 Total	Scope 2 Total	Scope 3 Total	Gross Emissions
BidCraft - Leased & Controlled Office*	0 (tCO2e)	0.586... (tCO2e)	57.307... (tCO2e)	57.894... (tCO2e)
BidCraft - Fully Remote	0 (tCO2e)	0 (tCO2e)	51.42 (tCO2e)	51.42 (tCO2e)



*Hypothetical emissions if BidCraft was not fully remote.



2 Targets & Measures

2.1 Carbon Reduction Targets

We aim to achieve Net Zero by 2050 by reducing our emissions by 90% before addressing any residual emissions that cannot reasonably be eliminated through high-quality carbon removals.



2.2 Carbon Reduction Measures

Prioritising Energy Efficiency

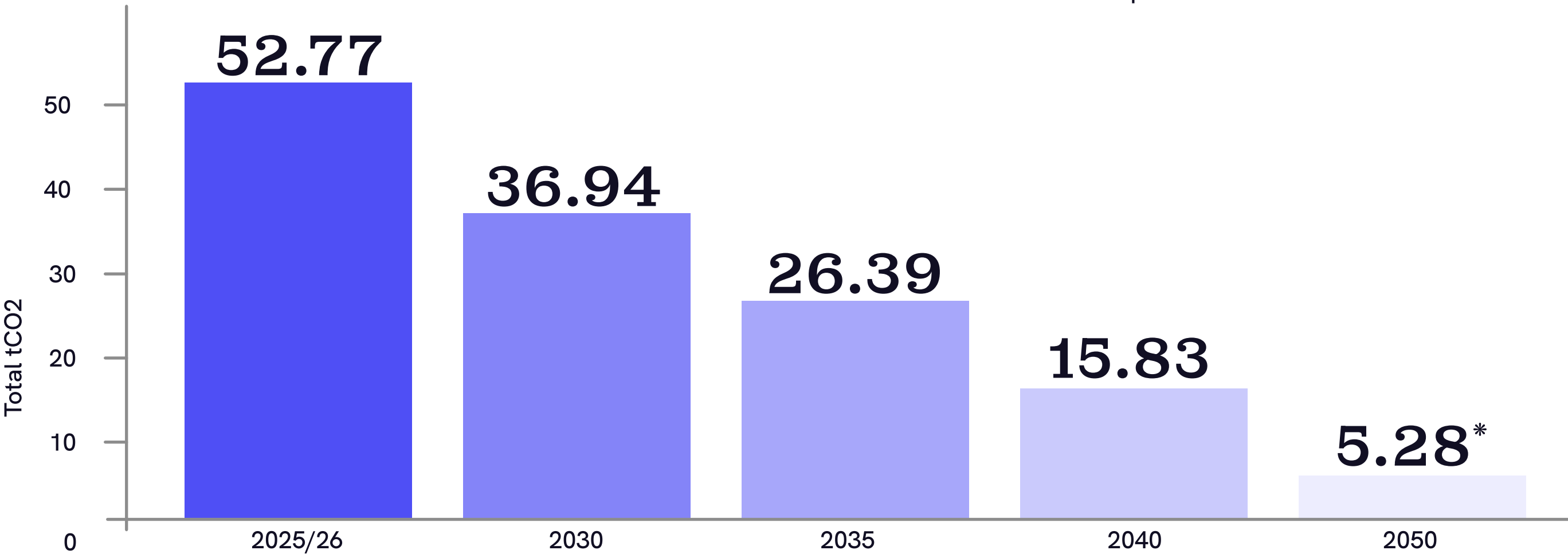
Energy efficiency is considered when selecting IT equipment, helping to reduce electricity consumption during use and supporting lower emissions over the equipment's operational life.

Maintaining a Fully Remote Operating Model

BidCraft operates without permanent office premises by utilising virtual meetings, we therefore have no emissions associated with office energy consumption, facilities management or office based waste. Additionally, no company vehicle fleet is owned or operated, avoiding direct emissions from fuel combustion.

Promoting Sustainable Working Practices

Employees are encouraged to adopt lower-carbon ways of working through internal guidance and communications, including sustainability information shared via Loop. Virtual meetings and digital collaboration tools are used wherever practical to reduce unnecessary travel and resource consumption.



*The final 5.28 tCO2 or less will be done using ecologi or other methods to reduce our combined output to zero.

Additional Climate Action Measures

Subscription to Ecologi – BidCraft supports high-integrity climate restoration by funding reforestation measures and CO2 avoidance for each employee and with every purchase from the BidCraft Academy.

Since our partnership with Ecologi in 2021 we have funded nearly 11,000 trees (10,876 to be exact on 24/08/2026 – could you set up a direct link to the number on the page? BidCraft | Ecologi) and avoided over 140 tCO2e of carbon emissions (same here).



2.3 Scope 3 Category breakdown

Key:

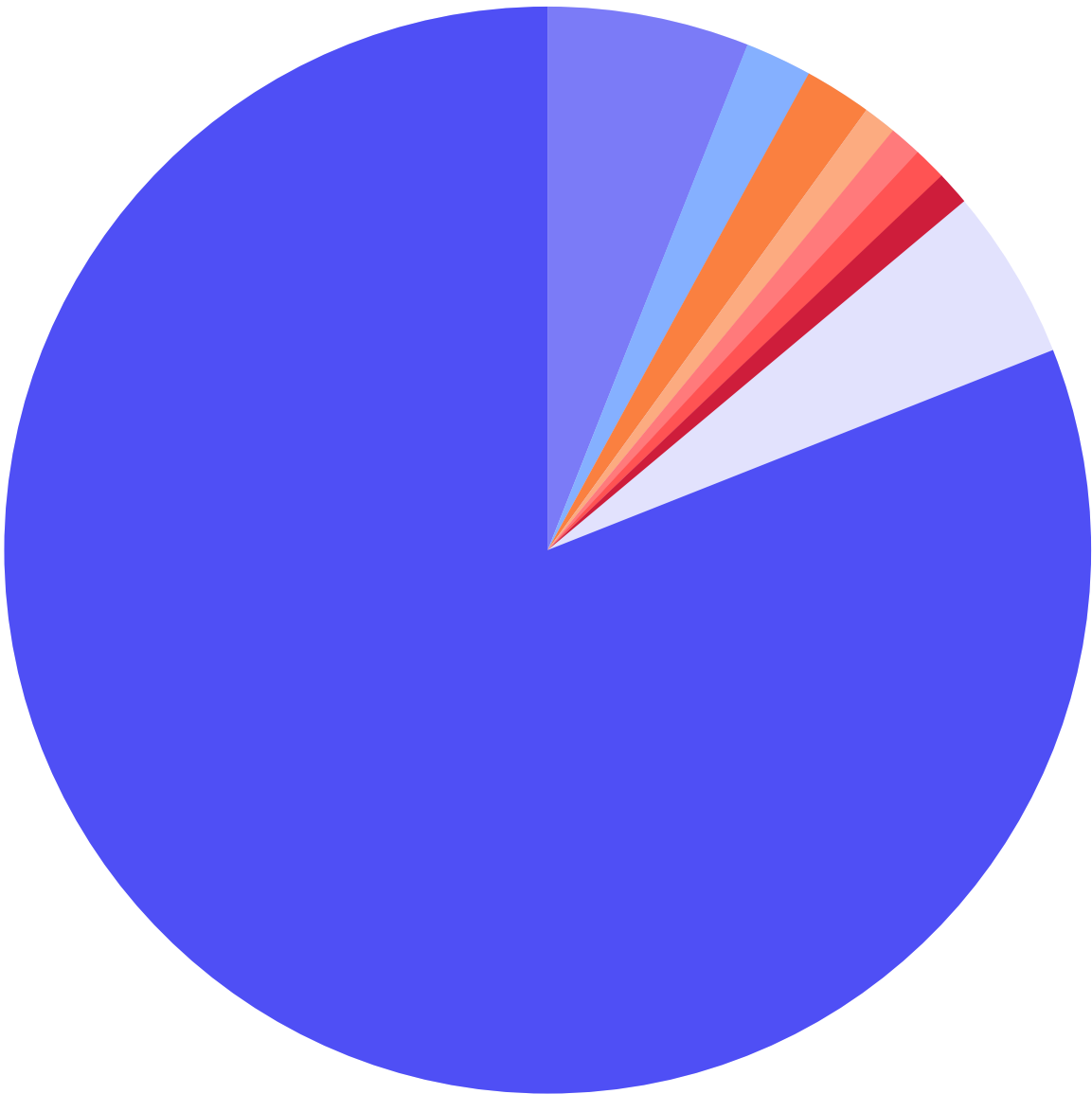
81%
Management consultancy activities other than financial management

5%
Educational support services

2%
Letting and operating of conference and exhibition centres

2%
Activities of business & employers membership organisations

>1%
14 categories that are less than 1%



Purchased Goods & Services

Emissions arising from purchased goods and services were primarily associated with professional and business support activities, particularly management consultancy services.

Additional emissions were attributable to training and educational services, property-related costs, advertising and marketing activities, professional memberships, technical testing services, and information technology consultancy.

Emissions were calculated using the relevant SIC-code-based spend emissions factors and represent the largest component of BidCraft's supply chain footprint.

2.3 Planned Carbon Reduction Measures



Supply Chain Engagement

Working with BidCraft's suppliers and service providers to better understand and reduce the emissions associated with the goods and services we purchase.

As Category 1 represents 87% of our baseline footprint, improving supplier engagement and procurement choices to access supplier-specific emissions data will be a key focus for future reductions.



Reducing Emissions from Business Travel

Utilising public transport as employee's primary mode of transport. Journeys made by car will be approval only, accepted in circumstances where public transport is impractical or unfeasible because of client requirements.

No more unnecessary journeys will be made by plane, the largest polluter, unless strictly necessary – international travel will instead be made by Eurostar or passenger ferry.



Extending Device Lifespan

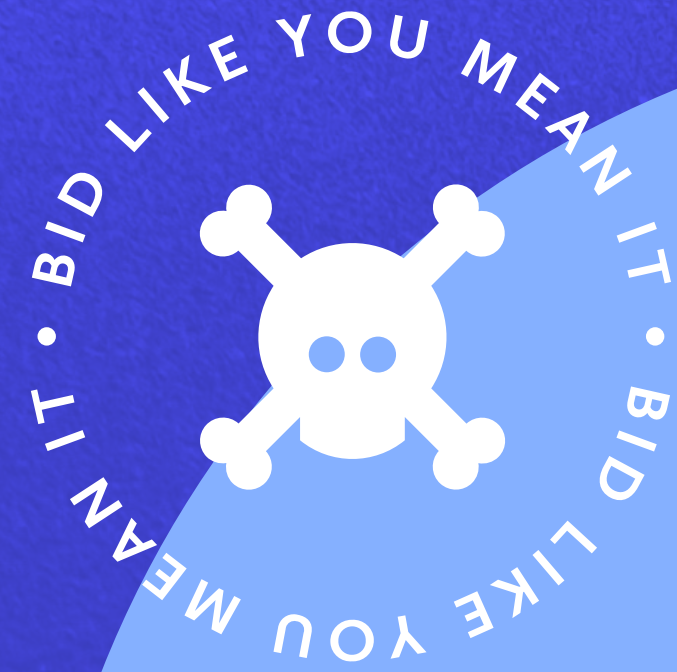
Prioritising the repair, reuse and refurbishment of IT equipment to extend their useful life and reduce the need for replacement purchases.

Where equipment reaches the end of its usable life, it will be recycled responsibly through an appropriate waste or take-back scheme. This will help reduce the embodied emissions associated with the manufacture and purchase of new devices.



Improving data accuracy

Improving the quality of emissions data collected across the business, with a particular focus on replacing spend-based estimates with supplier-specific or activity-based data where available.



³ Monitoring & Reporting

3.1 Monitoring and Reporting

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BidCraft will assess its carbon emissions using financial data from its June to May financial year, alongside the relevant DEFRA spend-based multipliers and UK Government GHG conversion factors.

This Carbon Reduction Plan will be reviewed at the exec level, updated and published annually to reflect our latest emissions data, any developments in our calculation methodology, and progress towards our Net Zero commitment.

This Carbon Reduction Plan has been reviewed and approved by the Directors.

Eve Upton
September 2026



Get in touch

This carbon report reflects how we work and what we care about. If you would like to know more or ask a question, we would love to hear from you.

★ DESIGNED BY
BidCraft

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