



Cabinet Office

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 at the selection stage to submit a Carbon Reduction Plan which details their organisational carbon footprint and confirms their commitment to achieving Net Zero by 2050.

Carbon Reduction Plans are to be completed by the bidding supplier entity 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.

The Carbon Reduction Plan 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 key objectives of the Carbon Reduction Plan within their strategic plans.

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

Carbon Reduction Plan Template

Supplier name: AlixPartners LLP

Publication date: 01/09/2023

Commitment to achieving Net Zero

AlixPartners globally is committed to achieving Net Zero emissions by 2050. AlixPartners LLP therefore is committed to achieving Net Zero emissions by 2050.

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: 2019

Additional Details relating to the Baseline Emissions calculations.

[Instructions to Suppliers:

Add commentary regarding your Baseline Emissions as required: e.g. historic baseline which deviates from the requirements under this measure (e.g. no prior Scope 3 emissions reporting), where there is no previous reporting and the creation of a new baseline due to substantial organisational change or restructuring]

Since 2019 we have measured and fully offset our global carbon footprint at a global level. As a global consulting business, most of our offices are leased in shared premises around the world. Therefore, the data for our emissions in 2019 and 2020 is based on extrapolated data from the landlords. In the UK, we have been working with the landlord on solutions to reduce to the overall footprint of our buildings. Beginning in 2022 we also commissioned services from an external end-to-end tech platform which will provide more granular data collection and carbon footprint calculation globally. From 2023, our Carbon Reduction plan will be able to include emissions and targets at an office-level basis. In addition to office renovations and procurement, as a consulting firm, the area of most scrutiny is travel to client premises, and we are working alongside our clients to determine the optimum levels of service which can be provided with least impact on carbon emissions.

Baseline year emissions:

EMISSIONS

TOTAL (tCO₂e)

| | |
|--------------------------------------|---|
| Scope 1 | 0.00 |
| Scope 2 | 2,215.36 |
| Scope 3 (Included Sources) | 31,052.91 Includes: business travel by means not owned or controlled by the organization, waste disposal, materials or fuels purchased by the organization |
| Total Emissions | 33,268.27 |

2020 Emissions Reporting

| | |
|--------------------------------------|--|
| Reporting Year: 2020 | |
| EMISSIONS | TOTAL (tCO_{2e}) |
| Scope 1 | 0.00 |
| Scope 2 | 959.69 |
| Scope 3 (Included Sources) | 26,777.90 Includes: business travel by means not owned or controlled by the organization, hotel stays, waste disposal, materials or fuels purchased by the organization |
| Total Emissions | 27,737.58 |

Current Emissions Reporting

| | |
|--------------------------------------|---------------------------------|
| Reporting Year: 2021 | |
| EMISSIONS | TOTAL (tCO_{2e}) |
| Scope 1 | 383.57 |
| Scope 2 | 966.67 |
| Scope 3 (Included Sources) | 28,972.68 |

| | |
|------------------------|--|
| | Includes: business travel by means not owned or controlled by the organization, hotel stays, waste disposal, materials or fuels purchased by the organization |
| Total Emissions | 30,322.84 |

Note: AlixPartners' 2021 footprint calculation includes emissions related to a fleet of vehicles the company leases on behalf of certain employees in EMEA as a component of compensation.

Emissions reduction targets

In order to continue our progress to achieving Net Zero by 2050, we have adopted the following carbon reduction targets.

When we set our target in 2021, we were aiming to reduce our 2019 emissions by 10% by 2023. With our enhanced data capture processes, we have realized that the changes we made so far will not be enough to achieve this target by this date. Therefore, we are planning to engage SBTi in 2023 in order to set ourselves science-based achievable targets and remain focused on achieving the 10% reduction on 2019 emissions by 2024. We have committed to further reducing emissions through more granular measurement, travel-related measures, supply chain improvements and further office optimizations.

Carbon Reduction Projects

Completed Carbon Reduction Initiatives

Direct emissions reduction as a result of the measures we accelerated in 2019 are difficult to quantify given the non-standard nature of the 2020 year. As businesses emerge from the pandemic model into a new normal, continued annual review of our emissions in comparison to 2019 will provide us with the detail we need and we will review our reduction targets accordingly. The following environmental management measures and projects have been completed or implemented since the 2019 baseline:

Our formalized sustainability journey began in 2016 with the establishment of an internal Environmental Management System (EMS), including a baseline measurement of energy use in our largest leased offices. Since that time, we have continued to measure and report on the energy use of our leased offices globally (where available), and work toward an energy use reduction goal within our EMS. As part of our energy conservation measures, all of our current renovation projects are implementing LED lighting, motion sensors, etc. to reduce energy use, globally. We consciously reduce our consumption of resources such as energy, water and office consumables and through recycling and other waste reduction initiatives. We minimize waste by evaluating operations and ensuring they are as efficient as possible.

Furthermore, we have worked to deliver a global internal communications plan that highlights the business case for becoming more sustainable, demonstrates our commitment to Corporate Social Responsibility, and engages employees in our sustainability efforts. To

help us coordinate and optimize our global plans and to further our impact at a local level, we have local office working groups in each of our offices throughout the world. These groups drive local activity to avoid and reduce our carbon footprint and we will track their progress through ongoing measurement.

In 2019, we increased the scope of our measurement to include travel (70% of emissions) and procurement activities (27% of emissions), and partnered with One Carbon World to annually report and offset our GHG emissions (limited to Scope 2 and 3, based on the nature of our work), through the purchase of validated carbon credits. In 2019 and 2020, AlixPartners achieved carbon neutrality through carbon credits contributed to reforestation projects and further credits contributed to wind energy projects through the UN Clean Development Mechanism project. In 2020, the firm was able to further refine its emissions calculations through the identification of incremental sources of scope 3 emissions from procurement and data to calculate emissions from hotel stays which was previously unavailable.

Despite the inclusion of these incremental emissions in our measurements, we have reduced our overall emissions and emissions per person (from 13.31 tonnes CO₂e to 10.67 tonnes CO₂e per person) since 2019, partly given COVID impact, and also through evolving and active involvement by each of our local offices. In order to increase the granularity of our data and provide even more specific targets to each of our offices in the coming years, we are commissioning a number of services from an external end-to-end tech platform (guided data collection, monthly carbon footprint calculation, digestible data outputs to share with local offices to inform initiatives, etc.). We are currently in the process of updating our EMS with new quantitative and qualitative targets to encompass our commitment to thorough reporting of our emissions globally and locally, and set us on our path to achieve net zero emissions by 2050.

In 2021 we became a signatory to the UN Global Compact and began tracking progress toward achieving the UN SDGs. In 2022 we published our inaugural Social Impact Report and UN Global Compact Communication of Progress. We also achieved EcoVadis Bronze status for the first time.

In the future we hope to implement further measures such as:

- We are currently in the process of updating our EMS with new quantitative and qualitative targets to encompass our commitment to thorough reporting of our emissions globally and locally, and set us on our path to achieve net zero emissions by 2050.
- In order to increase the granularity of our data and provide even more specific targets to each of our offices in the coming years, we are commissioning a number of services from an external end-to-end tech platform (guided data collection, monthly carbon footprint calculation, digestible data outputs to share with local offices to inform initiatives, etc.).
- We have launched a workstream to gain further insight into our suppliers' sustainability efforts, and will subsequently formulate policies and procedures around those insights. We plan to report to CDP and SBTi in 2023 and 2024, respectively.
- Future initiatives to reduce the firm's carbon impact will include implementing further policies around travel, further improvements to offices (types of supplies sourced, disposal policies, etc.), and continued colleague education.

Declaration and Sign Off

This Carbon Reduction Plan has been completed in accordance with PPN 06/21 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 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:

A handwritten signature in black ink, appearing to read 'Stephen Armes', followed by three dots '...'.

...

Date:30.01.2023

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>