

# Carbon Reduction Plan

Supplier name: IFF Research

Publication date: 19<sup>th</sup> December 2023

## Commitment to achieving Net Zero

IFF Research is committed to achieving Net Zero emissions by 2026.

## Current Emissions Reporting

<b>Current Year: 2022 (data gathered in Jan-Mar 2023, to cover period Jan-Dec 2022)</b>	
<b>Additional Details relating to the Baseline Emissions calculations.</b>	
In the below table we set out our CO2 emissions data for the period covering January-December 2022. Baseline emissions are noted in brackets beside emissions for the current reporting year.	
<b>Current year emissions: 2022</b>	
<b>EMISSIONS</b>	<b>354.6t TOTAL CO<sub>2</sub>e</b> (versus 337.6t TOTAL CO <sub>2</sub> e in 2021)
<b>Scope 1</b>	<b>3.34t CO<sub>2</sub>e</b> (versus 3.34t CO <sub>2</sub> e in 2021)  Our scope 1 emissions comprise fugitive emissions from our 6 refrigerators and our office building's air conditioning system. These are all relatively new, they are sealed units and we conduct regular maintenance on them, hence we estimate that emissions are relatively low. We do not measure these and have estimated they account for 1% of our total carbon emissions.
<b>Scope 2</b>	<b>16.623 CO<sub>2</sub>e</b> (versus 17.9t CO <sub>2</sub> e in 2021)  Our scope 2 emissions relate to energy (electricity) used within our one office building, in London. IFF's building at Lower Thames Street is managed centrally by a management company, who have provided the overall building's use of energy as well as the breakdown for IFF specifically.  In calculating our emissions, we have used the Compare Your Footprint carbon emissions calculator. We have inputted estimated kwh figures based on 2021 energy prices and our annual spend on each, according to our building's management company.

### Scope 3

#### (Included Sources)

**334.622 CO<sub>2</sub>e** (versus 316.3t CO<sub>2</sub>e in 2021)

Our scope 3 emissions relate to our suppliers, our homeworker energy usage, employee commuting and business travel, cleaning materials and food and drink, IT (consumption of printer ink, purchase of new computers and other hardware), time spent by employees and research participants on our website, paper usage, purchase of new furniture and waste.

In calculating our emissions, we have used the Compare Your Footprint carbon emissions calculator.

**Upstream transportation and distribution:** We work with a number of suppliers. At present we only have data available for a minority of suppliers associated with upstream transportation and distribution. We know from our 2019 audit that we used approximately 300,000 sheets of paper in 2019. However, the Covid-19 pandemic has considerably reduced our paper usage, and imbued ongoing behaviours that limit paper printing.

**Waste generated in operations:** Our operational waste is the waste that is produced from our office building, handled by the building management company. We will work with our building management company to explore our landfill waste, recycling and food waste emissions.

**Business travel:** This is made up of travel to internal and external meetings, as well as any travel that our field research teams undertake to conduct face-to-face interviews.

**Employee commuting:** From a recent employee survey, we know that only 8% of our staff use a car as part of their commute to work. The vast majority of employees at IFF use public transport, walk or cycle to work. One in ten IFF employees use the Cycle to Work scheme, to purchase a subsidized bicycle for their commute.

**Downstream transportation and distribution:** These include the work our suppliers do engaging respondents in our research, such as via printed survey invites.

**Energy use through home working:** In 2021, a large proportion of our salaried staff were still working from home regularly, for the majority of their week (due to COVID-19 lockdown restrictions). In addition to this, IFF have a relatively large team of telephone interviewers, all of whom work remotely full-time. We therefore anticipate the majority of our emissions coming from this source (c.252t CO<sub>2</sub>e).

## Emissions reduction targets

In order to continue our progress to achieving Net Zero, we are looking to reduce our emissions to 250t CO<sub>2</sub>e by 2026, a reduction of **25%**.

## Carbon Reduction Projects

### Completed Carbon Reduction Initiatives

Since our first audit of GHG emissions in 2019 we have introduced a number of steps designed to reduce these emissions. These include:

- The creation of an internal environmental working group, with objectives of reducing our environmental impacts and raising awareness of the climate crisis among staff
- The development of an Energy and Environment sector so we can better support clients seeking market research to inform decarbonisation strategies
- Introducing movement-sensor lighting throughout the office
- Introducing time-controlled air conditioning throughout the office
- Introducing restrictions to the amount of paper that can be printed
- Restricting taxi use for business meetings
- Signing the Market Research Society (MRS) Net Zero Pledge, which commits us to net zero GHG emissions by 2026.

A significant staff increase has meant we have not been able to overall reduce our contributions when compared to 2022. However, with staff stabilisation, we intend to continue to commit to our plans and to see steady progress towards our pledge. These plans include:

- Explore how to encourage homeworkers to move to more sustainable/renewable forms of energy
- Conducting a root and branch review of our data servers, identifying where energy usage is highest and putting in place remedial steps accordingly
- Introducing environmental training for staff to help them understand how their role impacts on GHG emissions and the climate crisis
- Further promoting low carbon travel options for commuting / business travel.
- Embedding GHG emission considerations within job descriptions, creating accountability for minimising these.
- Incorporating environmental criteria into our procurement processes
- Promoting monthly events to educate and inspire employees to make environmentally conscious choices around waste, diet, home energy usage, etc.
- Annual auditing of carbon emissions
- Annual carbon reduction plan

## 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 standard<sup>1</sup> and uses the appropriate Government emission conversion factors for greenhouse gas company reporting<sup>2</sup>.

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<sup>3</sup>.

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:



Jan Shury, Managing Director, IFF Research

Date: 18/12/2023

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

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

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