

# Carbon reduction plan

2024

## **Commitment to achieving Net Zero**

Sightsavers is committed to achieving  
Net Zero emissions by 2050

# Contents

- Baseline emissions footprint..... 2
- Current emissions reporting ..... 3
- Emissions reduction targets ..... 3
- Carbon reduction projects ..... 4
  - Completed carbon reduction initiatives ..... 4
  - In the future we hope to implement further measures such as:..... 6
- Declaration and sign off..... 7

## 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: 2019

2019 was the first year that Sightsavers undertook a carbon footprint exercise. 2019 is appropriate as the baseline year as this was prior to any impacts due to the COVID-19 pandemic and the UK office was fully open for the year.

The same basis of calculation has been used for the baseline year and the reporting year.

### Baseline year emissions:

Emissions	Total (tCO <sub>2</sub> e)	
Scope 1	0.00	No direct emissions
Scope 2	41.49	
Scope 3 (Included sources)	14.37 13.00 782.53 274.53 0.00	Upstream transportation and distribution Waste generated in operations Business travel Employee commuting Downstream transportation and distribution (no products are sold)
<b>Total emissions</b>	<b>1,125.92</b>	

## Current emissions reporting

Reporting year: 2024

Emissions	Total (tCO <sub>2e</sub> )	
Scope 1	0.00	No direct emissions
Scope 2	17.09	Does not include transmission and distribution
Scope 3 (Included sources)	8.64 0.40 689.67 13.33 0.00	Upstream transportation and distribution Waste generated in operations Business travel Employee commuting Downstream transportation and distribution (no products are sold)
<b>Total emissions</b>	<b>729.13</b>	

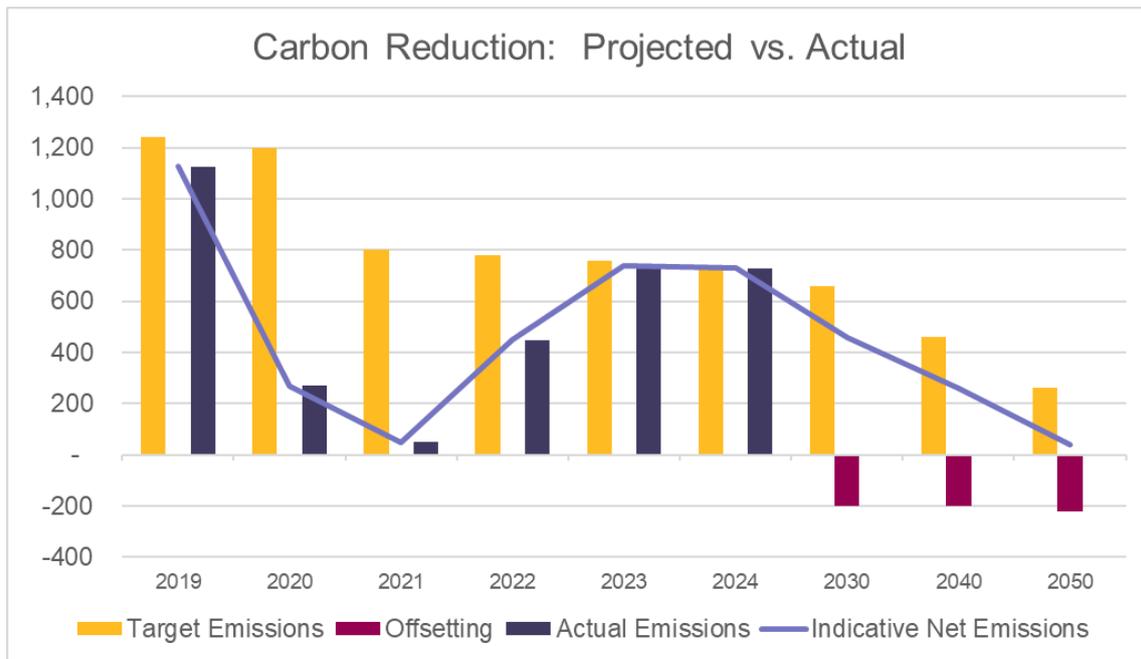
## Emissions reduction targets

The level of emissions has stabilised following the COVID-19 disruptions and remains lower than the baseline emissions calculated for 2019, and lower than our target of 740 tCO<sub>2e</sub> for the year. Overall emissions in 2024 were slightly lower than in 2023 driven by the reduction in the office space in September 2023 and less shipments. Business travel emissions have remained fairly consistent year on year however we are expecting to see these emissions increase again going forwards due to planned face to face meetings and have therefore revised the target slightly.

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

We project that carbon emissions will decrease (from the baseline) over the next five years to 640 tCO<sub>2e</sub> by 2029. This is a reduction of 43%.

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



Given the international nature of our operations there will continue to be a need to visit programmes in overseas countries and our targets reflect this need. We recognise that there are plans to decarbonise aviation through the further development of suitable sustainable aviation fuels as mentioned in the UK government's Net Zero Strategy: Build Back Greener. We have assumed that there will be some residual emissions in our operations and that we will achieve Net Zero by offsetting emissions.

## Carbon reduction projects

### Completed carbon reduction initiatives

The following environmental management measures and projects have been completed or implemented since the 2019 baseline. The carbon emissions reduction achieved by these schemes equates to an estimated 397 tCO<sub>2</sub>e which is a 35% reduction against the 2019 baseline.

#### Energy efficiency measures:

1. The office is open three days a week unless there is a special request for a meeting on days when it is normally closed, and if this happens only one section of the office is opened. This impacts on electricity usage.
2. LED light bulbs have mostly replaced halogen light bulbs.
3. The majority of lighting in the office is motion sensitive and the lights automatically go off if there has been no movement for 15 minutes. The exception is in several meeting rooms where the lighting is manual due to the need to be able to control it when presentations are being made.
4. We encourage users to switch off workstation monitors every night.
5. The air conditioning timer schedule has been adjusted and it is turned off earlier.

6. Meeting room air conditioning has been switched from automatic to manual so that it is only on when the meeting rooms are in use.
7. Hot water taps are used instead of kettles to boil water.
8. Old fridges were removed, reduced in number, and replaced by more energy efficient models. The coffee and vending machines were also replaced by more energy efficient models.
9. Monitors over ten years old were replaced by more energy efficient ones.
10. Dishwashers are switched on only when they are full.
11. The number of printers was reduced and replaced by more energy efficient versions.
12. Analysis of the office usage by staff allowed us to release some office space during 2023 and we have seen a reduction in emissions in 2024 as a consequence.
13. The location of our maintenance contractors was reviewed and now the majority are located no more than 20 miles from the office.

### **Consumables:**

14. Standard A4 copy paper has been replaced with recycled paper in most cases. There is a need to use higher quality paper for some mailings.
15. The number of stationery/consumable orders has been reduced by placing orders bi-monthly instead of as requests come in.
16. When appropriate, bulk purchases are made in order to reduce the number of deliveries.

### **Waste management:**

17. With more people working from home there has been a reduction in the number of personal items being delivered to the office reducing the amount of packaging included in waste.
18. There are no individual bins by desks. General waste, food waste and recycling bins are located in communal areas.
19. Security paper collections have been halved and this has also meant a reduction in the amount of travel by the external contractor.
20. Office security passes are wiped and reused.
21. The cleaning contractor has made changes to the cleaning products used in an effort to reduce plastic waste.

### **Business travel:**

22. There has been a focus on ensuring that remote collaboration tools are in place and working effectively. Face-to-face meetings have reduced due to the efficiency and equity brought about by collaboration tools.
23. Rail travel is proposed as an alternative to domestic and short-haul flights in our policies.

### **Staff commuting:**

24. Sightsavers has moved to a hybrid way of working with no requirement for staff to attend the office regularly. Location independent working is now considered a standard we strive for.
25. All staff are supported to ensure they have the appropriate equipment to be able to work from home.
26. Staff benefits include cycle to work and season ticket loan schemes.

## Environment management system:

27. An ISO 14001 certified environment management system is in place for the UK office.

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

1. Review offsetting options by considering which would be most appropriate for us from an ethical and environmental perspective.
2. We will continue to replace the remaining halogen light bulbs with LED light bulbs.
3. Some business travel will still be considered essential. Some meetings will move online permanently, and this will be encouraged.
4. In 2024 an Energy Savings Opportunity Scheme (ESOS) audit was carried out for the UK office. Very few energy savings opportunities were identified. An action plan has been submitted to the Environment Agency based on the recommendations. This will be updated in 2025.

Sightsavers main source of carbon emissions in the UK are indirect (scope 3). As electric vehicles become more prevalent and the electricity grid is further decarbonised our emissions will reduce.

Sightsavers will use its best endeavours to make a meaningful contribution to the UK's Net Zero target.

## 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 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.

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:**

Ken Moon, Chief Operating Officer

**Date:** 15<sup>th</sup> April 2025

We work with partners in low and middle income countries to eliminate avoidable blindness and promote equal opportunities for people with disabilities.

[www.sightsavers.org](http://www.sightsavers.org)