

Business Certification

Functional Nutrition

YEAR 1

1 December 2019 to 30 November 2020



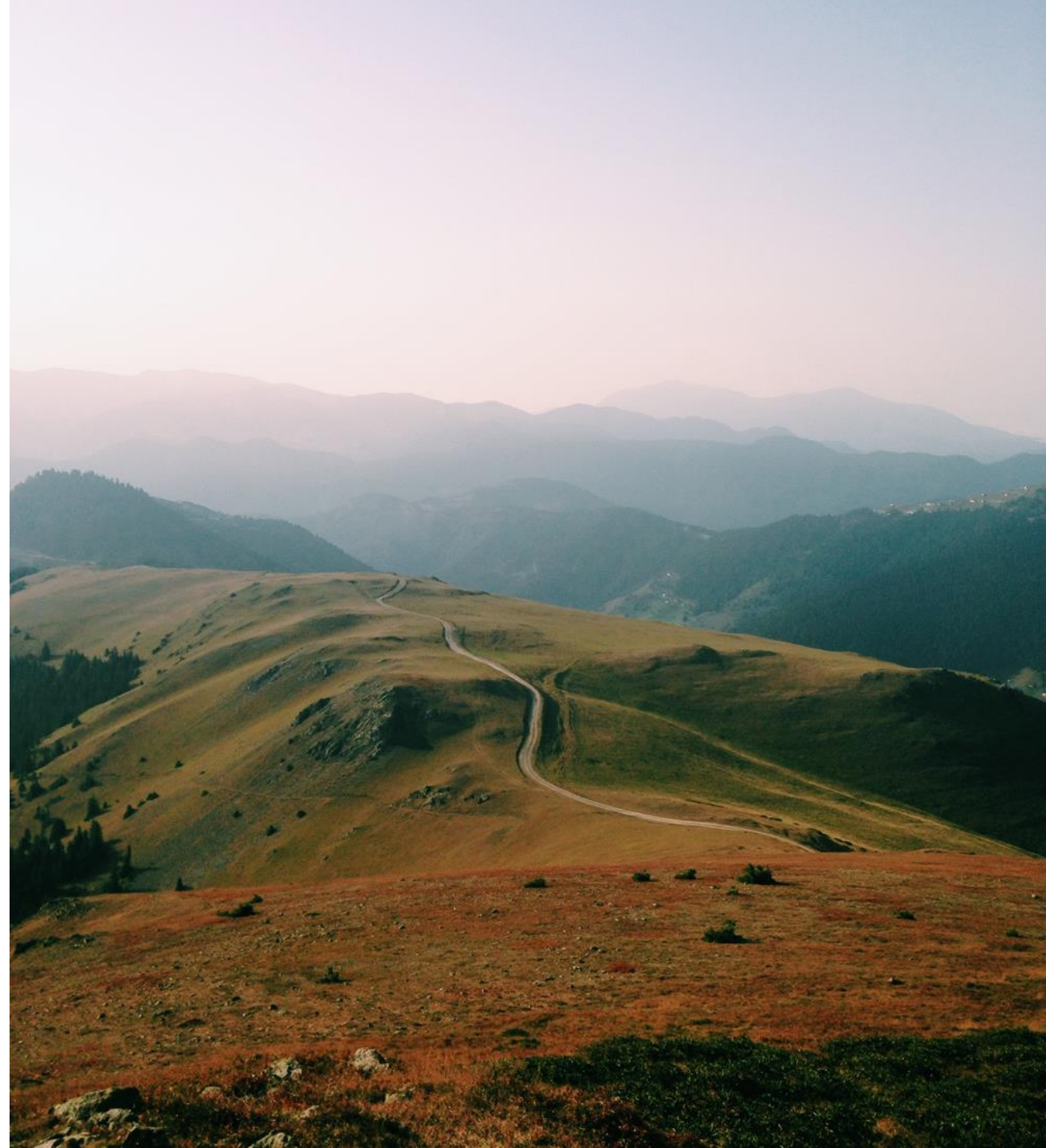
Measure



Engage



Communicate





Total carbon EMISSIONS

7.7
tCO₂e total emissions

Total emissions equivalent to
7 flights from London to New York

1.2
tCO₂e per employee



Building
6.3 tCO₂e

Used enough electricity to power 1 UK home for one year.



Travel
N/A



Waste
1.2 tCO₂e

Produced waste that weighs the same as 0.4 London buses.



Water
0.3 tCO₂e

162 Litres per employee per day.



Procurement
N/A



Home office
0.3 tCO₂e

Used enough energy to power 0.1 UK homes for one year



Step one.

MEASURE





Total carbon footprint.



Reporting year:

1st December 2019 – 30th November 2020

Reporting Boundary:

Head office operations (162 Baslow Road, Sheffield, S17 4DR)

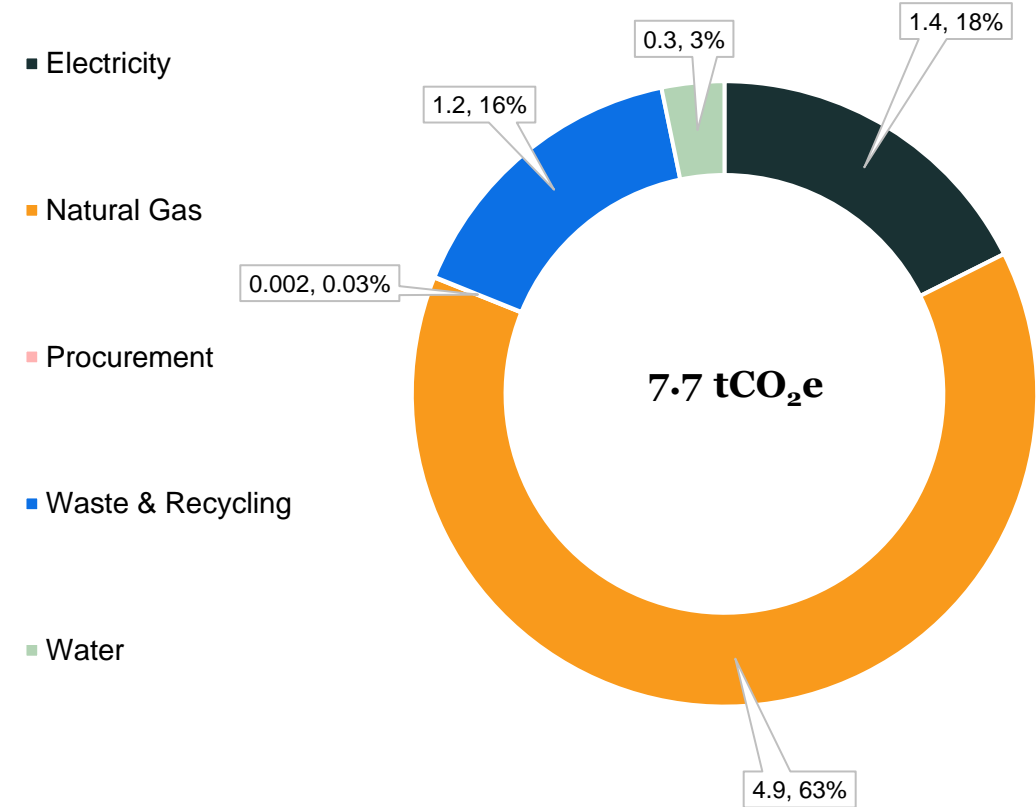
Emissions measured:

Electricity, T&D losses, natural gas, water, waste, paper, homeworking (not included in total carbon footprint)

Highlights:

Carbon footprint (tCO₂e): **7.7**
Per employee (tCO₂e): **1.2**
Next reduction target: **5%**
Data quality score: **63%**

Carbon footprint by emission source for year ending 2020, tCO₂e





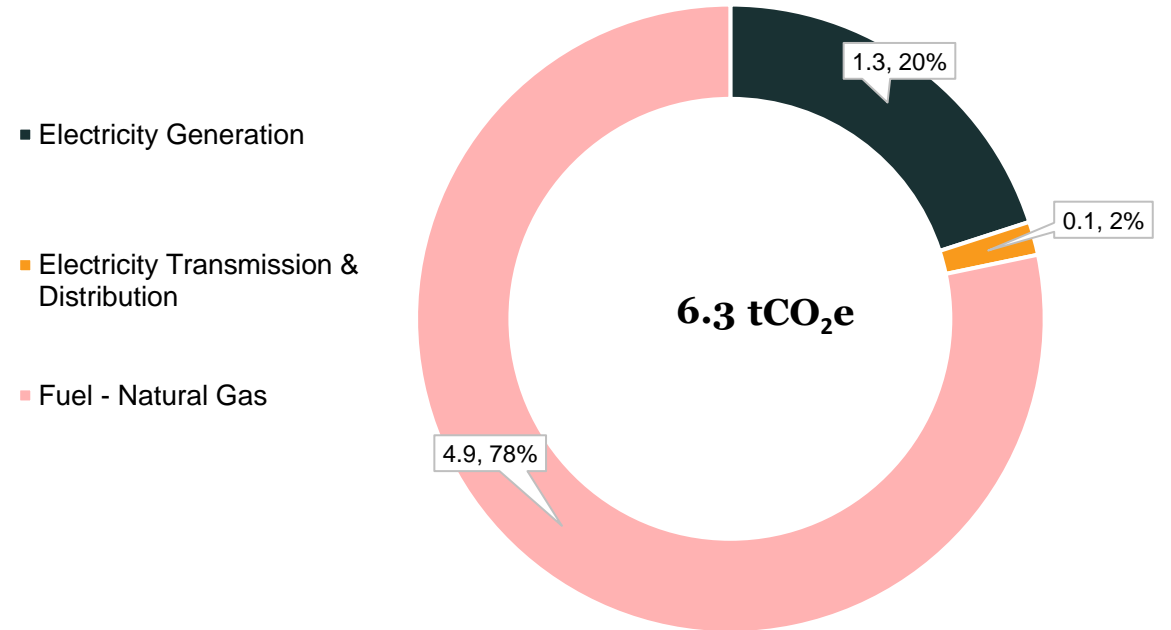
Carbon footprint.

BUILDINGS

Buildings	tCO ₂ e	%
Electricity Generation	1.3	20.0%
Electricity Transmission & Distribution	0.1	1.7%
Fuel - Natural Gas	4.9	78.3%



Building emissions for year ending 2020, tCO₂e





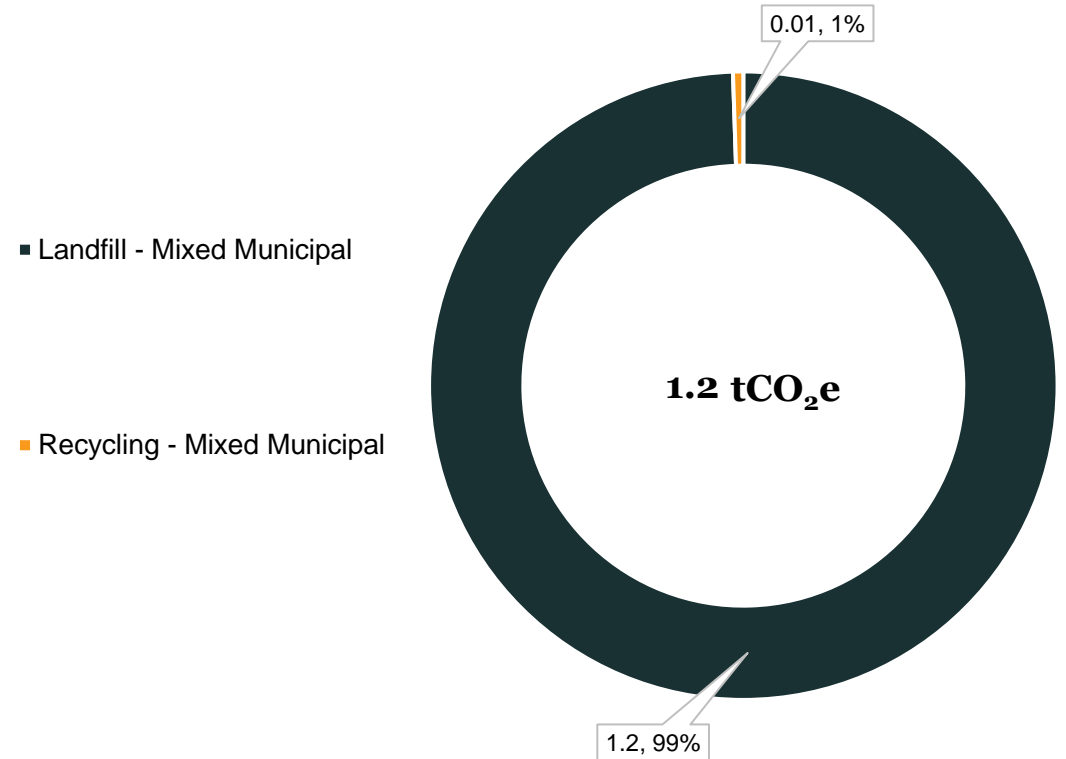
Carbon footprint.

WASTE

Waste & Recycling	tCO ₂ e	%
Landfill - Mixed Municipal	1.2	99.5%
Recycling - Mixed Municipal	0.01	0.5%



Waste emissions for year ending 2020, tCO₂e



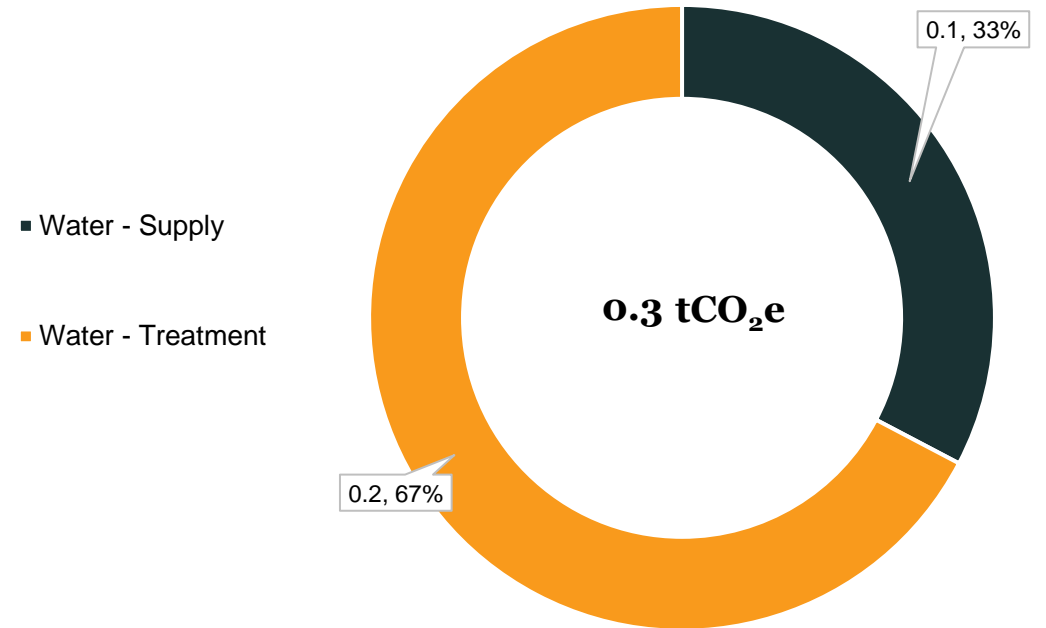


Carbon footprint.

WATER

Water	tCO ₂ e	%
Water - Supply	0.1	32.7%
Water - Treatment	0.2	67.3%

Water emissions for year ending 2020, tCO₂e





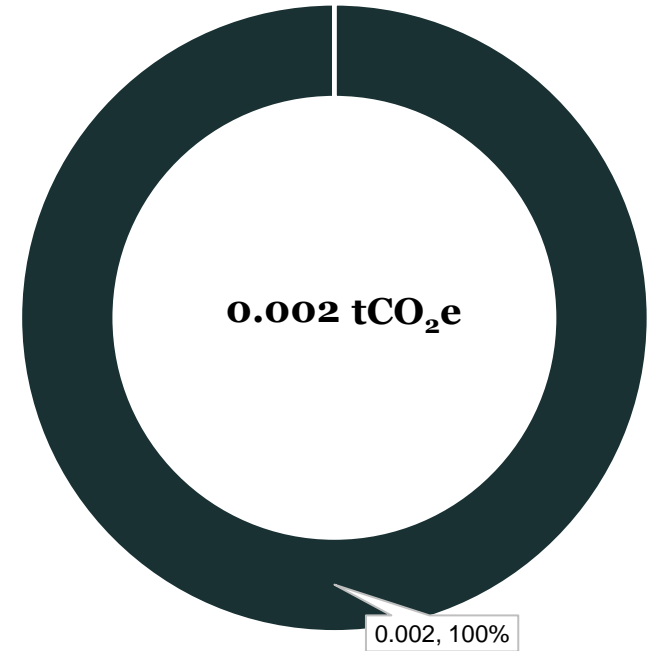
Carbon footprint.

PROCUREMENT

Procurement	tCO ₂ e	%
Paper - Primary	0.002	100.0%

Procurement emissions for year ending 2020, tCO₂e

■ Paper - Primary



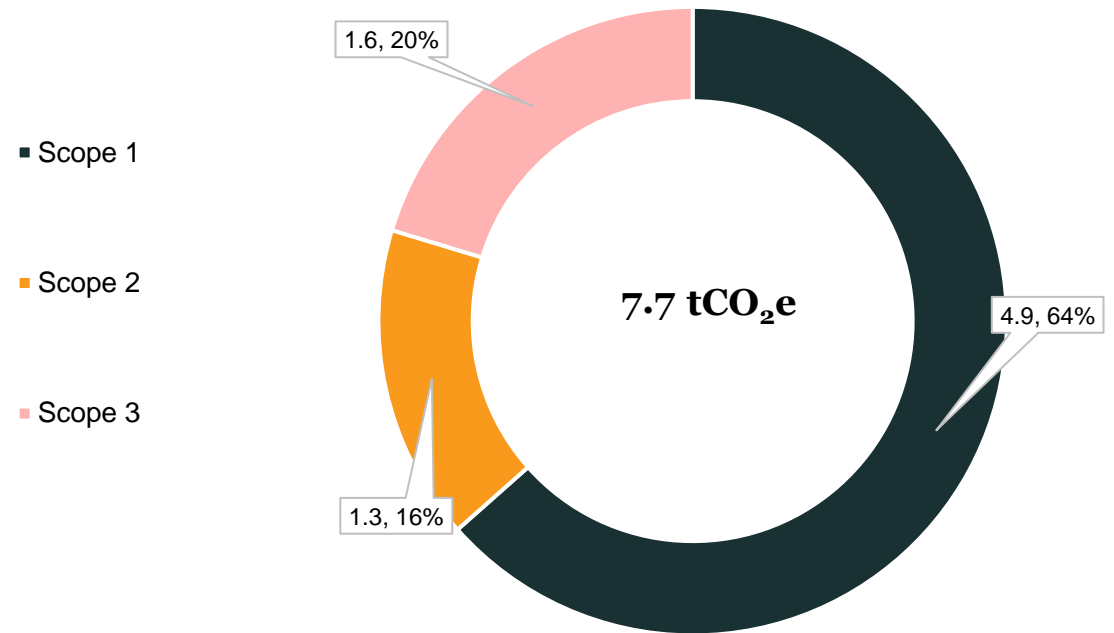


Total carbon footprint.

BY SCOPE

Scope	tCO ₂ e	%
Scope 1	4.9	63.5%
Scope 2	1.3	16.2%
Scope 3	1.6	20.3%

Total carbon emissions by Scope for year ending 2020, tCO₂e





Carbon footprint.

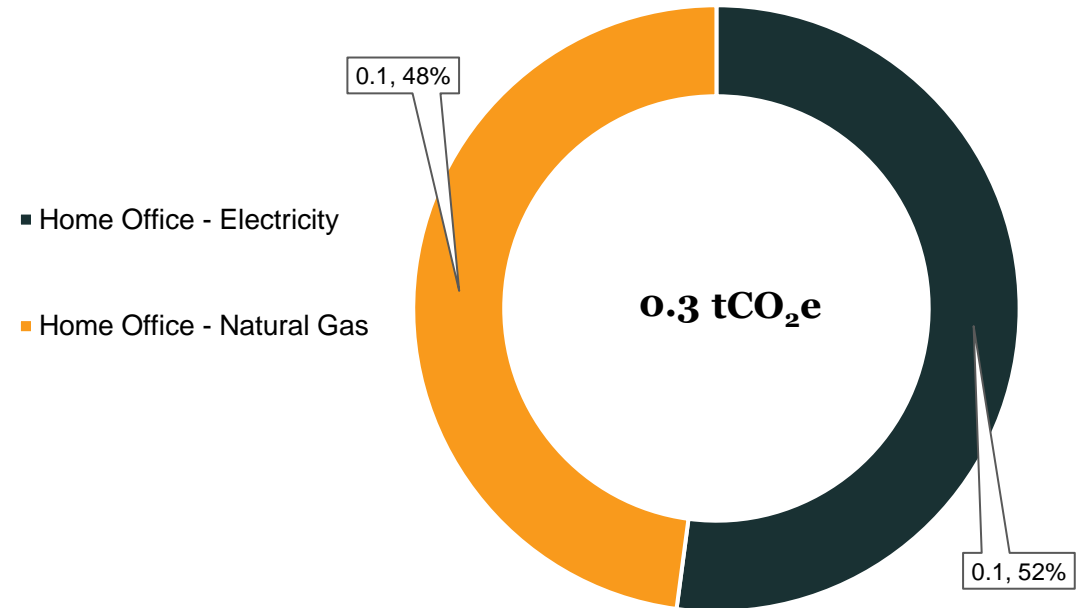
HOME OFFICE

Notes:

- Due to the uncertainties surrounding Home Office emissions, and the fact that commuting emissions have not been calculated as part of your footprint, these figures are provided for information only in order to give an indication of the scale of the impact associated with home office energy consumption. They have not been included in your carbon footprint total.

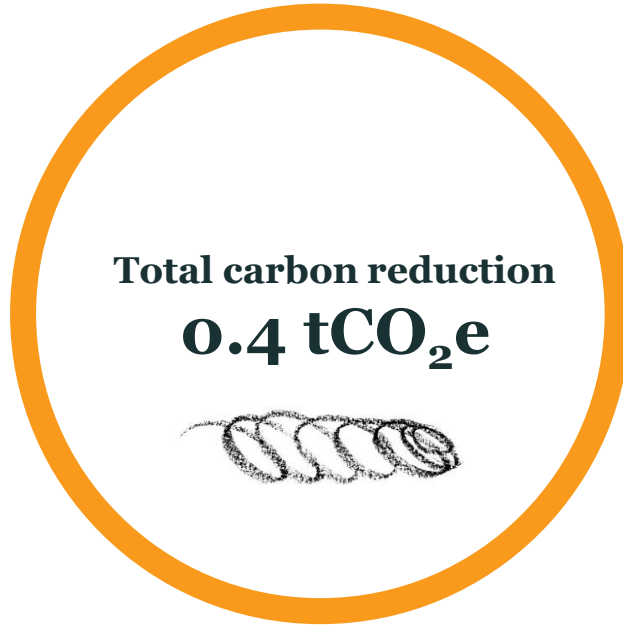
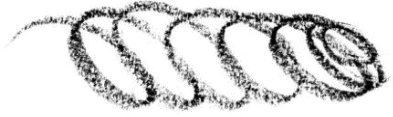


Home Office emissions for year ending 2020, tCO₂e





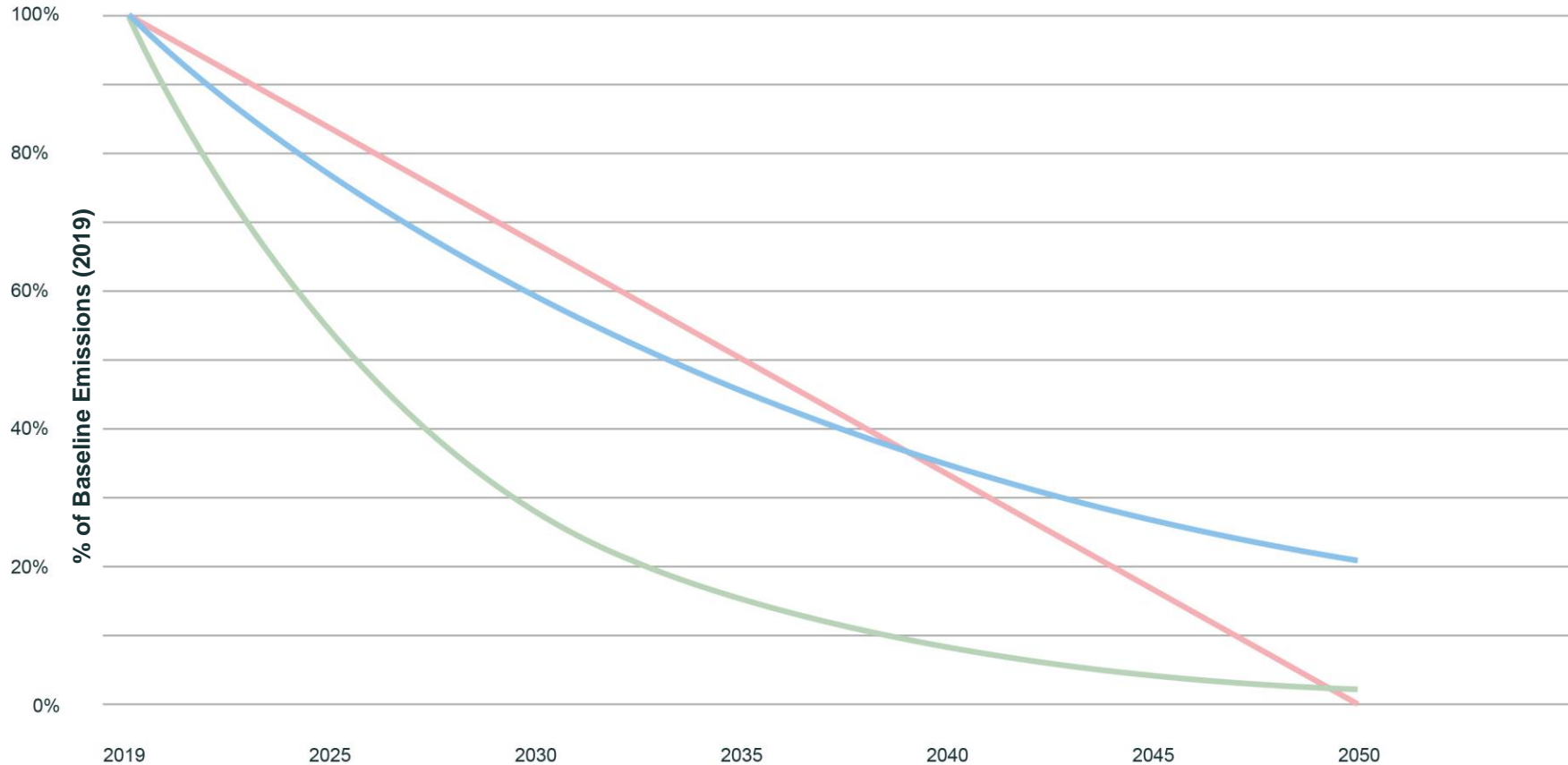
Looking ahead Targets for next year.





Target setting.

A Decade of Action: Pathways to Net Zero through varying emissions reduction trajectories



Planet Mark 5% annual reduction

- 5% year on year reduction is the minimum annual reduction recommended by the Planet Mark.

Planet Mark 12% annual reduction

- 12% year on year reduction is based on the mean average reduction achieved by the Planet Mark holders in Ye2019.
- A 12% year on year reduction from a 2019 baseline will set you on track to meet the UK target Net Zero by 2050.

Net Zero 2050



Social value.

CONTRIBUTION

% turnover
0.2%

Total Social Value
£16,909

Social Value
per employee
£2,818



Your people
£ 3,273



Community & volunteering
£ 13,636



Donations
N/A



Procurement
N/A



Environmental impacts
N/A



Social Value – Breakdown.

	Ref	Measures (Select the ones that apply to your business)	Units	Social Value Proxy 2019	YOUR AMOUNT	YOUR SOCIAL VALUE £
COMMUNITY & VOLUNTEERING	NT4	No. of employees (FTE) hired, as a result of a recruitment programme, who are Not in Employment, Education, or Training (NEETs)	No. people FTE	£13,636	1	£13,636
PEOPLE	TPM1	Avoided Commute due to working from home	No. of commuting hours saved in the year	£10.91	300	£3,273



Step two.

ENGAGE

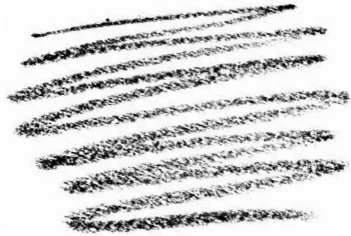




Workshops.

Our engagement experts will help unlock your employees' passion to innovate and take ownership of their environmental impacts.

Together, we celebrate every commitment and champion every success, providing positive reassurance to help you drive change from within.



Workshop	Description
Sustainability Energiser	A 1 hour session for everyone in the business. It raises awareness about sustainability, the business case for acting on climate change and the carbon footprint of the company. Includes brainstorm session inviting participants to come up with solutions.
Sustainability Plan Workshop	A 3 hour session which lifts the lid on operational carbon emissions, supporting a brainstorming sessions to understand impacts and consider actions that can make a material difference. Participants leave with a one-year Sustainability Plan with SMART targets, roles and responsibilities.
Business Sustainability Essentials Training	A 3 hour session covering the basics of business sustainability and the role your employees can adopt in driving change from within. Offered as both public and private event.
Stakeholder Engagement Workshop	A 30min-1 hour session, focussing on the member's sustainability journey to date, ambitions ahead with the view to encourage their suppliers/customers to join. Q&As, networking opportunity.



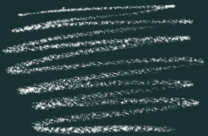
The Eden Project

PARTNERSHIP

At Planet Mark, we recognise that that we need nature to address the greatest challenges of our time.

The Eden Project, an educational charity, connects us with each other and the living world, exploring how we can work towards a better future. We contribute 5% of Business Certification fees to the Eden Project.

- We would like to remind you of the 12 free tickets to The Eden Project which you can use to educate staff, award as prizes, or gift to your customers.





Cool Earth

PARTNERSHIP

Protecting our rainforests is one of our best lines of defence against climate change.

- Cool Earth is helping rainforest communities to protect nearly 100,000 hectares of biodiversity rich rainforest across three continents.
- Behind this huge milestone are thousands of families whose futures have been transformed.
- We have protected one acre of Peruvian rainforest in your company name.





Step three.

COMMUNICATE



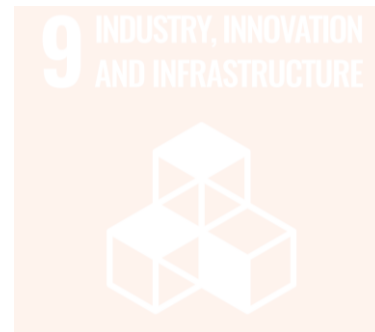
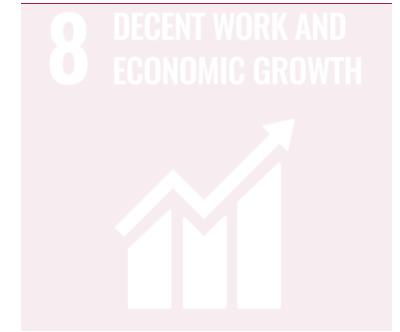
Communicating your international influence.

The Sustainable Development Goals (SDGs), also known as the Global Goals, are a collection of 17 interrelated goals set by the United Nations. They cover a broad range of social and economic development issues. These include poverty, hunger, health, education, climate change, gender, equality, water, sanitation, energy.

By measuring and reducing your carbon footprint with the Planet Mark, you can directly and measurably contribute to up to 9 SDGs addressing 18 SDG targets.

Contributing towards

5 SDGs





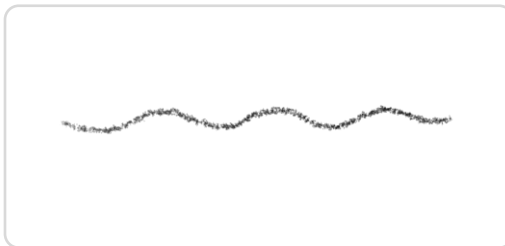
SDG alignment.



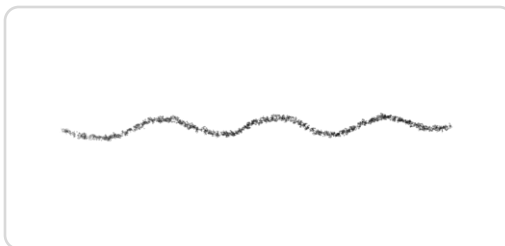
6 CLEAN WATER AND SANITATION

- 6.3 – % of water treated
- 6.6 – Acre of rainforest protected

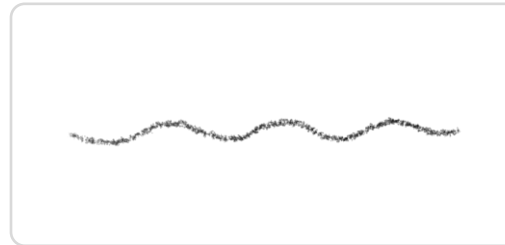
7 AFFORDABLE AND CLEAN ENERGY



8 DECENT WORK AND ECONOMIC GROWTH



9 INDUSTRY, INNOVATION AND INFRASTRUCTURE



11 SUSTAINABLE CITIES AND COMMUNITIES

- 11.6 – Measured Carbon Emissions
- 11.6 - % of waste recycled and composted
- 11.4 – Donation to the Eden Project
- 11.4 – Acre of rainforest protected

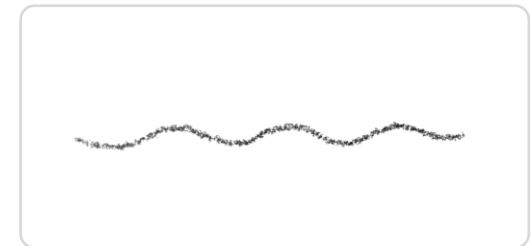
12 RESPONSIBLE CONSUMPTION AND PRODUCTION

- 12.6 – Measured Carbon Emissions
- 12.5 - % of waste recycled and composted

13 CLIMATE ACTION

- 13.3 – Acre of rainforest protected, storing 260 tCO₂
- 13.3 – Donation to the Eden Project

14 LIFE BELOW WATER



15 LIFE ON LAND

- 15.2 – Acre of rainforest protected, storing 260 tCO₂



Data Report.

APPENDIX





Sources.

Source	Scope	Unit	Current		% total carbon footprint
			1st December 2019 to 30th November 2020 Amount	tCO ₂ e	
Building					
Electricity (location based)	2	kWh	5390.0	1.3	16%
Transmission & Distribution losses	3	kWh	5390.0	0.1	1%
Natural Gas	1	kWh	26,735.0	4.9	63%
Homeworking Energy	3	kWh	1,221.9	0.3	3%
Waste					
Landfill	3	tonnes	2.8	1.2	16%
Recycled	3	tonnes	0.3	0.01	0.1%
Water					
Water Supply	3	m ³	238.2	0.1	1%
Water Treatment	3	m ³	238.2	0.2	2%
Procurement					
Paper - Primary Content	3	tonnes	0.002	0.002	0.03%
Total			tCO₂e		7.7
No. employees		Number		6	
Total per employee			tCO₂e		1.22
Turnover £m		£m		8.1	
Total per £m			tCO₂e		0.96
Total floor space		m ²		170	
Building emissions per m²			tCO₂e		0.04



About this report – General.

Company Name	Functional Nutrition
Sector	Wellbeing
Reporting Period	1 st December 2019 to 30 th November 2020
Year Of Certification	1st
Reporting Boundary	Head office operations (162 Baslow Road, Sheffield, S17 4DR)
Emission sources included	Electricity, T&D losses, natural gas, water, waste, paper use, homeworking
Total FTE Employees (annual average no.)	6
Total Internal Floorspace (m²)	170
Data Collection Lead	Joe Ryalls - joeryalls1889@gmail.com Tom Healy - tom@amritanutrition.co.uk
Current Conversion Factor	Carbon: BEIS 2020, Social Value: The National TOMS 2020
Methodology	We follow the GHG Protocol for Corporate Emission Reporting and The National TOMs Framework for Social Value Reporting. Refer to the Planet Mark Code of Practice for detailed information on the methodology and standards used in the preparation of this report
Community Project	Contributions to the Eden Project and to Cool Earth's Asháninka community rainforest project have been made as part of the Planet Mark Certification
Prepared by	Isabella Valencio, Sustainability Consultant, Planet Mark
Checked by	Jamie Beevor, Head of Technical, Planet Mark
Date	26 February 2021



About this report – Caveats (i).

Operational Boundary	Scope	Unit	Data Source	Data Accuracy	Comments, omissions, estimates or extrapolations	Organisational Boundary
Electricity	2 & 3	kWh	Primary source - electricity consumption report	Actual	Your electricity consumption is shown in the carbon footprint as Purchased Electricity emissions (Scope 2 emissions) and Electricity Transmission & Distribution losses (Scope 3 emissions).	162 Baslow Road, Sheffield, S17 4DR
Natural Gas	1	kWh	Primary source - gas usage report	Actual	None	162 Baslow Road, Sheffield, S17 4DR
Homeworking energy	3	kWh	Secondary source- The Planet Mark homeworking energy calculation tool	Estimated	<p>Includes additional home electricity and natural gas consumption as a result of working from home. We only include the annual average number of employees who work from home at least two days a week. Estimations are based on Typical UK domestic consumption for electricity and gas as calculated by Ofgem in 2020 (source: https://www.ofgem.gov.uk/gas/retail-market/monitoring-data-and-statistics/typical-domestic-consumption-values) and the additional consumption as a result of 1 person working from home 5 days a week as calculated by Uswitch in 2020 (source: https://www.uswitch.com/media-centre/2020/03/stay-home-britons-spend-extra-52-million-week-energy-bills/).</p> <p>When a company does not have an office we assume employees who are working from home do so 4 days a week (i.e. 80% of the estimated additional consumption). When a company has an office we assume employees who are working from home do so 2.5 days a week (i.e. 50% of the estimated additional consumption). When a company has no access to the office due to Covid-19 lockdown we assume employees are working from home 5 days a week (i.e. 100% of the estimated additional consumption).</p>	1 employee working from home
Landfill	3	tonnes	Secondary source - data submission report	Estimated	<p>Functional Nutrition has estimated their waste collection, as no data was available. It was estimated that 4 50L bags of kitchen waste, 8 dustbins of normal waste and 2 50L bags of cardboard were collected per month of the reporting period.</p> <p>Weight estimated using Environment Agency factors based on bin size. Estimated as 'light materials'.</p>	162 Baslow Road, Sheffield, S17 4DR

Note: unless otherwise stated in the report all electricity emissions are location based (i.e. calculated using carbon emission factors for average UK national grid electricity). Do let us know if your electricity is from 100% renewable energy and we will provide dual reporting to show both market based and location based electricity emissions.



About this report – Caveats (ii).

Operational Boundary	Scope	Unit	Data Source	Data Accuracy	Comments, omissions, estimates or extrapolations	Organisational Boundary
Recycled	3	tonnes	Secondary source - data submission report	Estimated	Functional Nutrition has estimated their waste collection, as no data was available. It was estimated that 4 50L bags of kitchen waste, 8 dustbins of normal waste and 2 50L bags of cardboard were collected per month of the reporting period. Weight estimated using Environment Agency factors based on bin size. Estimated as 'light materials'.	162 Baslow Road, Sheffield, S17 4DR
Water Supply & Treatment	3	m ³	Primary source - invoices	Actual with an interpolation and an extrapolation to match reporting period	No evidence was provided for water treatment, it was therefore assumed to be equal to water supply. Please see extrapolation/interpolation slide.	162 Baslow Road, Sheffield, S17 4DR
Paper	3	tonnes	Secondary source - data submission form	Assumed Actual	Small purchase receipts not kept. No evidence provided.	162 Baslow Road, Sheffield, S17 4DR
Employees		no.	Primary source - copy of their system	Actual	We have used annual average full time equivalent employees. Part time employees assumed to work 20 hours a week. We assume headcount only includes active employees (i.e. excludes employees on furlough).	162 Baslow Road, Sheffield, S17 4DR
Turnover		£	Primary source - Trading and profit and Loss account	Actual	None	162 Baslow Road, Sheffield, S17 4DR
Office		m ²	Secondary source - data submission form	Assumed Actual	None	162 Baslow Road, Sheffield, S17 4DR
Landfill	3	tonnes	Secondary source - data submission report	Estimated	Functional Nutrition has estimated their waste collection, as no data was available. It was estimated that 4 50L bags of kitchen waste, 8 dustbins of normal waste and 2 50L bags of cardboard were collected per month of the reporting period. Weight estimated using Environment Agency factors based on bin size. Estimated as 'light materials'.	162 Baslow Road, Sheffield, S17 4DR
Recycled	3	tonnes	Secondary source - data submission report	Estimated	Functional Nutrition has estimated their waste collection, as no data was available. It was estimated that 4 50L bags of kitchen waste, 8 dustbins of normal waste and 2 50L bags of cardboard were collected per month of the reporting period. Weight estimated using Environment Agency factors based on bin size. Estimated as 'light materials'.	162 Baslow Road, Sheffield, S17 4DR
Water Supply & Treatment	3	m ³	Primary source - invoices	Actual with an interpolation and an extrapolation to match reporting period	No evidence was provided for water treatment, it was therefore assumed to be equal to water supply. Please see extrapolation/interpolation slide.	162 Baslow Road, Sheffield, S17 4DR

Note: unless otherwise stated in the report all electricity emissions are location based (i.e. calculated using carbon emission factors for average UK national grid electricity). Do let us know if your electricity is from 100% renewable energy and we will provide dual reporting to show both market based and location based electricity emissions.



About this report

Data Quality.

Data quality score

The data quality score is based on the 'Data Quality Matrix' in the Planet Mark Code of Practice and provides an indication of data assurance when using information in this report in your business.

1 December 2019 – 30 November 2020		Definition
Data Completeness	3	Boundary accurately reflects the majority of the business carbon footprint for studied period.
Transparency	2	Less than 12 months of data provided but all GHG emission sources within the boundary accounted for.
Data Accuracy	3	Data collection procedure clearly disclosed and full disclosure of assumptions. Some evidence provided.
Data Completeness	2	Qualified estimate, few efforts to reduce uncertainties. Some estimated meter readings and sampled/estimated data.
Total score	10 / 16	

As a way to improve your data quality score for future reports, it is recommended:

- Provide actual waste collection data
- Provide primary evidence for paper procurement



About this report – Caveats – Adjusted Data (i).

Notes: Data for the periods shown below has been interpolated or extrapolated as indicated in the table.

Source	Office/Site	Data Source	Data Accuracy	Date from	Date to	No. Days	Date from	Date to	No. Days	Comment
Water Supply	Main Office	Invoice	assumed actual	09/01/2020	31/03/2020	83	01/12/2019	31/03/2020	122	Extrapolation
Water Supply	Main Office	Invoice	assumed actual	09/10/2020	07/01/2021	91	09/10/2020	30/11/2020	53	Interpolation
Waste Water	Main Office	Invoice	estimated	09/01/2020	31/03/2020	83	01/12/2019	31/03/2020	122	Extrapolation
Waste Water	Main Office	Invoice	estimated	09/10/2020	07/01/2021	91	09/10/2020	30/11/2020	53	Interpolation



About this report – Caveats

Social Value.

	Ref	Data Source	Data Accuracy	Comments, omissions, estimates or extrapolations	Organisational Boundary
COMMUNITY & VOLUNTEERING	NT4	Email	Assumed Actual	It includes one employee.	162 Baslow Road, Sheffield, S17 4DR
PEOPLE	TPM1	Email	Estimated	Estimated by Functional Nutrition: "we took 7 months working from home, excluded annual leave and added in days where this individual had to travel into the office. There were some weeks with multiple visit. He previously worked in office 5 days a week and it would take him 40 minutes to travel from home to work, so 1hr 20 minutes per day."	162 Baslow Road, Sheffield, S17 4DR



About this report

Data quality Social Value.

Data quality score

The data quality score is based on the 'Data Quality Matrix' in the Planet Mark Code of Practice and provides an indication of data assurance when using information in this report in your business.

1 December 2019 – 30 November 2020		Definition
Data Completeness	3	Boundary accurately reflects the majority of the business for studied period.
Transparency	3	12 months of data provided and all Social Value measures within the boundary accounted for, no disclosure of exclusions.
Data Accuracy	2	Data collection procedure insufficiently disclosed, partial disclosure of assumptions.
Data Completeness	2	Qualified estimate, few efforts to reduce uncertainties. Some sampled/estimated data.
Total score	10 / 16	

As a way to improve your data quality score for future reports, it is recommended:

- Expand the scope of reporting
- Provide more primary evidence



Recommendations.

APPENDIX





Guidance for general best practice.

Data collection and quality

Evidence pack: Collate all relevant invoices in an electronic evidence pack.

Utilities: Take readings of all meters on the last day of the month. Investigate the installation of smart meters.

Headcount: Ask HR for a table showing monthly full time equivalent headcount for the whole reporting period.

Fuel: Introduce fuel cards.

Travel: Ask your travel suppliers to provide you with a report detailing mileage and mode of transport so you can accurately add data to your carbon footprint. For non centrally booked travel record mode of travel, destination/origin and distances travelled in expense claim forms.

Building

Energy efficiency: Regular 'energy audits' will help identify where most energy is being used and potential wastage from equipment, lights and heat loss. Investigate the installation of LED, T5 and sensor lighting and the upgrade of heating controls.

Waste

Carry out a waste management audit: To understand what waste you are producing, where it is coming from and what the best route for it would be. Provide plenty of bins for segregating waste correctly and encouraging recycling.

Engage your waste management supplier to help you reduce landfill waste and instead increase the proportion that goes to recycling and to energy from waste.



Guidance for general best practice.

Water

Check your meters at night, or when water is not in use, to monitor leakage.

Introduce a water use awareness campaign in communal kitchen areas.

Travel

Record all business travel and promote public transport options for business meetings.

Arrange safe and fuel efficient driving training for all drivers. Plan driver routes to finish at their homes.

Choose fuel efficient vehicles. Electric or hybrid cars are exempt from various taxes. Subsidies are also available for smallest vehicles. Provide incentives for employees to opt for low carbon cars, and limit choices to those which meet sustainability criteria.

Choose travel management companies, airlines, taxi companies, couriers and other providers that are Planet Mark certified, and look for clear progress on improving fuel efficiency and pursuing credible, sustainable solutions for travel.

Paper

Buy paper from sustainable forests or recycled content. Ask for FSC or PEFC branded paper as a minimum - ideally with the EU Eco label.

Choosing recycled content paper, your carbon emissions from paper use are reduced by 30% but choosing sustainably sourced paper the benefits are more holistic as you support the demand for sustainably managed forests which may otherwise be cut down for a different land use such as agriculture.



Guidance for general best practice.

Staff engagement

Organise annual sustainability workshops.
Carry out an energy awareness and 'switch off' campaign.

Supplier engagement

Explore your possibilities and choose consciously. Check the [Planet Mark website](#) for companies that are currently engaged on reducing their carbon footprint.

A BRIGHTER future.



THANK YOU

Get in touch

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