



# MY-Fab

Building Modular Future

**Greenhouse Gas Report**

**MY-Fab Ltd.**

**GHG data in line with BS EN ISO14064-1:2019**

**Period: Feb 2022 – Feb 2023**

## Contents

Introduction .....	3
Description of MY-Fab Ltd. ....	3
Responsibility for GHG Reporting .....	3
GHG Report Purpose & Objectives.....	3
Report Period Covered & Reporting Frequency .....	3
Base Year .....	3
Base Year Review .....	3
Data Included In This Report .....	4
Verification Activities .....	4
GHG Disclosure Policy Statement .....	5
Organisational Boundaries.....	6
Reporting Boundaries .....	7
Documentation Control .....	7
GHG Inventory Summary of Emissions & Removals .....	8
Scope 1, Scope 2 & Selected Scope 3 Emissions .....	9
Emission Factors .....	9
Methodology for Calculating Scope 1 Emissions.....	10
Methodology for Calculating Scope 2 Emissions.....	10
Methodology for Calculating Selected Scope 3 Emissions.....	10
Exclusions / Sinks.....	12
Changes to Quantification Methodologies previously Used.....	12
Emission Differences Between Reporting Periods.....	12
Managing Uncertainties & Assumptions .....	13
GHG Reduction Initiatives & Internal Performance Tracking .....	14
GHG Reduction Initiatives.....	14
Company GHG Policies, Strategies and Programmes .....	14
GHG Inventory Quality Management & Calibration Requirements .....	15
Appendices .....	16
Verification Statement.....	16

## Introduction

### Description of MY-Fab Ltd.

MY Fab specialises in creating and delivering innovative modular technology, created in a controlled factory environment that shortens construction time and saves substantially on costs for building projects. The company is based in Northampton and undertakes design and manufacture from this location, the volumetric modules are then transported to site, lifted into position, and assembled.

### Responsibility for GHG Reporting

Kishor Joshi has overall responsibility for data collection and reporting GHG emissions resulting from our operations.

The company engages the support of Robinson Management Services Ltd. to assist in the collation of GHG data, undertaking calculations and for reporting in accordance with the requirements of ISO14064-1.

### GHG Report Purpose & Objectives

This document details the greenhouse gas (GHG) collection, conversion and reporting process used to report our annual GHG emissions.

MY-Fab Ltd publishes this report in order to transparently disclose to its stakeholders its GHG emissions in accordance with the commitments made in the Company's environmental policy and strategy.

Further, the report supports in measuring, monitoring and managing the environmental performance of MY-Fab Ltd.

The data and information contained within this report includes:

- GHG emission data as prepared with reference to the World Resources Institute's (WRI) Greenhouse Gas Protocol (GHG Protocol) Corporate Standard and BS EN ISO14061-1:2019

### Report Period Covered & Reporting Frequency

This document is produced annually and is made available in PDF format on request.

The report specifies our methodology for the preparation of environmental performance data for the reporting period 1st February 2022 – 1<sup>st</sup> February 2023.

### Base Year

for the purposes of the ISO14064 verification, 1st February 2022 – 1<sup>st</sup> February 2023 is the first year that we have undertaken full data verification and is therefore the base year.

The base year has been generated in accordance with ISO14064-1.

### Base Year Review

Where a significant structural change in organisational boundaries occurs, for example from an acquisition or merger, MY-Fab will apply a base year review and recalculation procedure. This will be used to account for substantial changes to the base year, a change in calculation methods or the discovery of an error.

Results of any base year reviews will be reflected in future reporting periods.

## Data Included In This Report

The report takes account of and reports on the seven greenhouse gases covered by the Kyoto Protocol and in accordance with ISO14064-1.

Greenhouse Gas Type	Chemical Symbol
Carbon Dioxide	CO <sub>2</sub>
Methane	CH <sub>4</sub>
Nitrous Oxide	N <sub>2</sub> O
Nitrogen Trifluoride	NF <sub>3</sub>
Sulphur Hexafluoride	SF <sub>6</sub>
Perfluorocarbons	PFCs
Hydrofluorocarbons	HFCs
Nitrogen Trifluoride	NF <sub>3</sub>

## Verification Activities

The GHG emissions report has been performed in accordance with the requirements described in BS EN ISO 14064-1:2019 “Greenhouse gases - Part 1: Specification with guidance at the organization level for quantification and reporting of greenhouse gas emissions and removals”.

It includes all required information, except those details that the standard does not consider mandatory and has not been considered relevant following the principle of relevance.

MY-Fab Ltd. have appointed BSi to undertake independent verification of the contents of this report in accordance with ISO14064-3 and the competency requirements laid out in ISO14065. The overall aim of verification is to review impartially and objectively the reported GHG emissions and removals contained in this report.

The verification statement is include in the appendix to this report.

## GHG Disclosure Policy Statement

To guarantee that the GHG assertion held within the annual GHG disclosure is a true and fair account, the principles of relevance, completeness, consistency, transparency and accuracy shall be applied.

- **Relevance:** Ensure the GHG inventory appropriately reflects our GHG emissions and serves the decision making needs of users – both internal and external to the company. Relevant information is identified as potentially necessary for inclusion in the mainstream report, for the purposes of communicating the extent to which we contribute to and are affected (now or in the future) by environmental impacts. GHG emissions shall be treated as material in all cases as a contributor to climate change.
- **Completeness:** Account for and report on all GHG emission sources and activities within the chosen inventory boundary, with disclosure and justification for any specific exclusion. Disclosures are complete if it includes all information that is necessary for an understanding of the matter that it purports to represent and does not leave out details that could cause information to be false or misleading to users.
- **Consistency:** Use consistent methodologies to allow for meaningful comparisons of emissions over time. Transparently document any changes to the data, inventory boundary, methods, or any other relevant factors in the time series. Consistency refers to the use of the same standards, policies and procedures over time. Comparability greatly enhances the value of information to users; consistency is the means to achieving that objective.
- **Transparency:** Address all relevant issues in a factual and coherent manner, based on a clear audit trail. Disclose any relevant assumptions and make appropriate references to the accounting and calculation methodologies and data sources used.
- **Accuracy:** Ensure accurate and up-to-date records through the development and introduction of procedures to form a reporting framework aligned to the GHG Protocol. The quantification of GHG emissions shall systematically neither over nor under actual GHG emissions, as far as can be judged, and uncertainties shall be reduced as far as practicable. Information shall be verifiable, i.e. characterised by supporting evidence that provides a clear and sufficient trail from monitored data to the presentation of environmental information. The information shall be sufficiently accurate to enable users to make decisions with reasonable assurance as to the integrity of the reported information.

MY-Fab Ltd. are therefore committed to:

- Subjecting the chosen inventory boundary to regular internal review;
- Continual improvement and update of our policy and procedures to ensure we meet and comply with changes to the GHG Protocol and best practice GHG reporting;
- Regular re-assessment of GHG emission sources or development of action plans to identify and address gaps in data;
- Management of systematic processes to ensure that we meet all relevant provisions within the GHG Protocol standards;
- Inclusion of all relevant GHG emissions and enable meaningful comparisons in GHG information;
- Disclosure of sufficient and appropriate GHG information to allow intended users to make decisions with reasonable confidence;
- Recording, management and reporting of reliable and timely GHG information;
- The reduction of bias and uncertainties as far as is practical;
- Appropriate levels of independent verification and/or assurance.

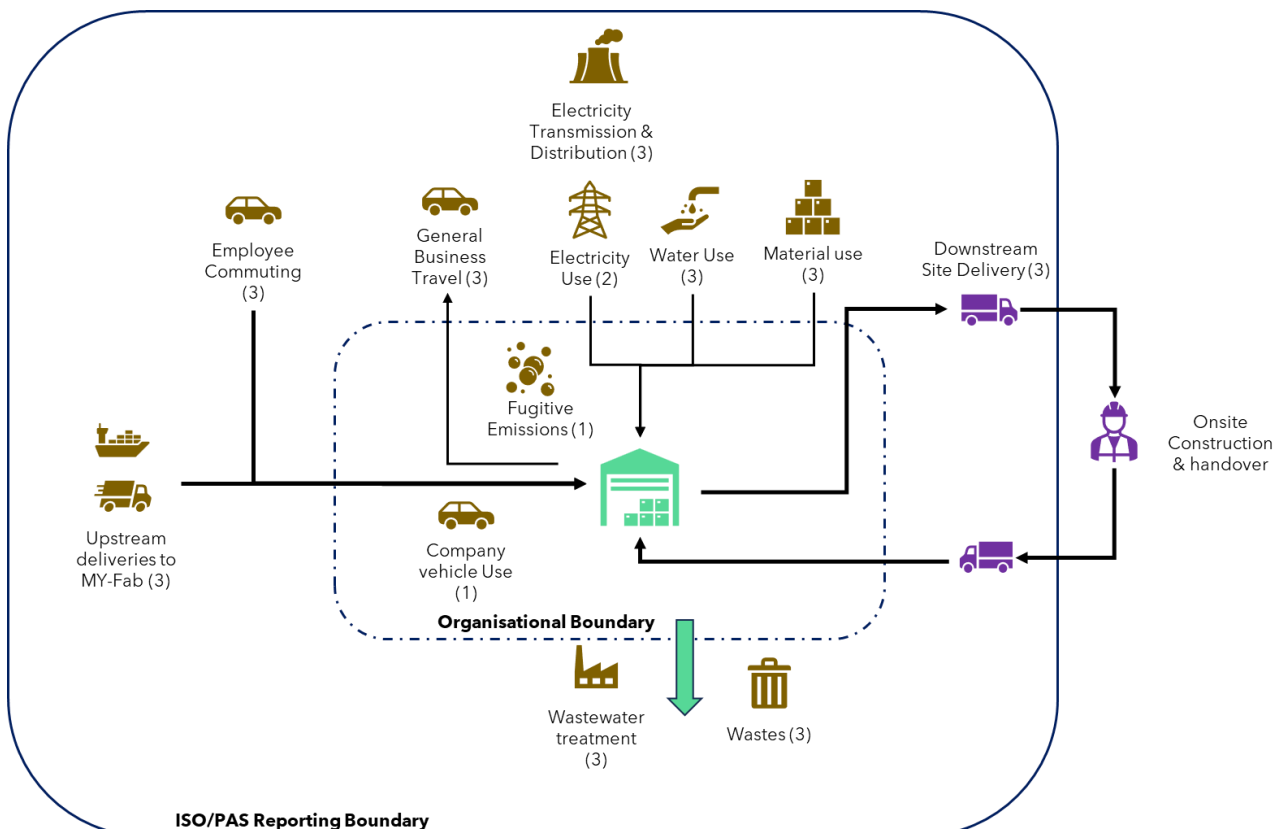


## Organisational Boundaries

In order to define the boundaries of the organization the operational control approach is selected, since it best represents the organization’s activities with respect to the work centres performing operational control of the activity and it is the approach that allows greater potential for reducing GHG emissions.

Country	Location	Facility Size	No. Of Staff	Activities	included in scope of GHG Report
UK	Unit 4 Barn Way, Lodge Farm Industrial Estate, Northampton NN5 7UW	7816 m <sup>2</sup>	21	Procurement, manufacturing and distribution activities relating to the manufacture of modular buildings. This includes upstream and downstream transportation and materials.	Yes
UK	Construction Projects	Varies	Varies	Installation and handover on client construction sites.	No

The organisational and reporting boundaries of the subject are described in the diagram below:



## Reporting Boundaries

MY-Fab Ltd. will seek to report on all direct (scope 1) and indirect upstream and downstream (Scopes 2 and 3) GHG emissions and removals as defined within ISO14064-1.

For the purposes of this reporting period the following table provides an overview of the subject areas included.

Direct and indirect GHG emissions categorisation Summary (From ISO14064-1 Annex B)	Emissions Scope	Included / Excluded
Direct GHG emissions and removals	1	<b>Included</b> - For emissions arising from company owned and operated vehicles.
Direct emissions in tonnes of Co2 from biomass	1	<b>Excluded</b> - The company does not use any biomass in its fuel use.
Indirect GHG emissions from imported energy	2	<b>Included</b> - For electricity consumption from meter readings taken.
Indirect GHG emissions from transportation	3	<b>Included</b> - For upstream deliveries to Northampton and downstream distribution of product to site.
Indirect GHG emissions from products used by an organization	3	<b>Included</b> - For embodied carbon in materials.
Indirect GHG emissions from services used by organization	3	<b>Excluded</b> - No known emissions arising from services used by the organisation.
Examples of subcategorization and identification of associated sources and sinks	3	<b>Included</b> - For wastes arising from production activities only.
Indirect GHG emissions associated with the use of products from the organization	3	<b>Excluded</b> - No recorded emissions in the period, unable to measure once buildings are handed over to residents / buyers.
Indirect GHG emissions from other sources	3	<b>Included</b> - For water supply and waste water treatment.

MY-Fab Ltd. has quantified direct GHG emissions separately for CO<sub>2</sub>, CH<sub>4</sub>, N<sub>2</sub>O, NF<sub>3</sub>, SF<sub>6</sub> and other appropriate GHG groups (HFC's, PFC's, etc.) in tonnes of CO<sub>2</sub>e where it has been possible to do so.

Exclusions, where it has not been possible to calculate emissions are identified and justified in the latter part of this document.

MY-Fab Ltd. considers its significant emissions to be:

- Those identified as the largest quantity in Tonnes CO<sub>2</sub>e
- Those with most opportunity to achieve the greatest emissions reduction
- Those with the highest degree of uncertainty or accuracy

Significant emissions are identified in the body of the GHG emissions summary.

## Documentation Control

All GHG related records are stored on the organisations document management system (e.g. SharePoint) and are subject to document control and tracking.

## GHG Inventory Summary of Emissions & Removals

Reporting Company		MY-Fab Ltd								MY-Fab	
Person Responsible for the report		Kishor Joshi								Building Modular Future	
Reporting Period Covered		February 1st 2022 to February 1st 2023									
Organisational Boundaries		See attached GHG Report and Appendix									
Reporting Boundaries		See attached GHG Report									
Emissions (All data is presented in Tonnes)	Significant (S) / Not Significant (NS)	Carbon Dioxide	Methane	Nitrous Oxide	Nitrogen Trifluoride	Sulphur Hexafluoride	Perfluorocarbons tonnes (Weighted average)	Hydrofluorocarbons (Weighted Average)	Quantitative Uncertainty	Qualitative Uncertainty	
		CO2e	CO2	CH4	N2O	NF3	SF6	PFC			HFC
Global Warming Potentials (IPCC Fourth Assessment Report) 100 Years			1	25	298	17200	22800	4000	5000		
<b>1.0 Category 1: Direct GHG emissions and removals</b>											
1.1	Direct emissions from stationary combustion	N/A									
1.2	Direct emissions from mobile combustion	S	80.8	79.7	0.1	1.0			10%	B	
1.3	Direct process emissions and removals arising from industrial processes	N/A									
1.4	Direct fugitive emissions from the release of greenhouse gases in anthropogenic systems	N/S									
1.5	Direct emissions and removals from land use change and forestry	N/A									
<b>Direct emissions in tonnes of CO2 from biomass</b>		N/A	0.0	0.0	0.0	0.0	0.0	0.0	0.0		
<b>Indirect emissions in tonnes CO2e (2)</b>											
<b>2.0 Category 2: Indirect GHG emissions from imported energy (3)</b>											
2.1	Indirect emissions from imported electricity	S	56.2	55.6	0.2	0.4			2%	A	
2.2	Indirect emissions from imported energy	N/A									
<b>3.0 Category 3: Indirect GHG emissions from transportation</b>											
3.1	Emissions from upstream transport and distribution of goods	S	28.0	27.5	0.0	0.5			50%	E	
3.2	Emissions from downstream transport and distribution of goods	N/S	14.7	14.5	0.0	0.3			20%	C	
3.3	Emissions from employee commuting	S	67.5	66.8	0.0	0.7			50%	E	
3.4	Emissions from client and visitor transport										
3.5	Emissions from business travel	S							10%	B	
<b>4.0 Category 4: Indirect GHG emissions from products used by the organisation</b>											
4.1	Emissions from purchased goods	S	44.0						50%	E	
4.2	Emissions from capital goods	N/A									
	Emissions from Services	N/A									
4.3	Emissions from the disposal of solid and liquid waste	N/S	0.1						50%	E	
4.4	Emissions from the use of assets	N/A									
4.5	Emissions from the use of services that are not described in the above sub categories	N/A									
<b>5.0 Category 5: Indirect GHG emissions associated with the use of MY-Fab products</b>											
5.1	Emissions or removals from the use stage of the product	N/A									
5.2	Emissions from downstream leased assets	N/A									
5.3	Emissions from end of life stage of the product	N/A									
5.4	Emissions from investments	N/A									
6.0	<b>Category 6: Indirect GHG emissions from other sources</b> Water supply and treatment	N/S	0.004						10%	B	
<b>Removals (4)</b>											
Direct removals in Tonnes CO2e							0	Tonnes CO2e			
<b>Storage (5), (6), (7)</b>											
Total storage as of end of year in Tonnes CO2e							0	Tonnes CO2e			
<b>Carbon Financial Instruments (8)</b>											
Total Renewable electricity purchased in kWh							0	kWh			
Renewable electricity purchased in kWh with contractual instruments compliant with ISO14064-1 annex E							0	kWh			
Renewable electricity purchased in kWh with contractual instruments compliant with ISO14064-1 annex E							0	kWh			
Renewable electricity purchased in kWh with contractual instruments <u>NOT</u> compliant with ISO14064-1 annex E							0	kWh			
Offsets from any GHG schemes in Tonnes CO2e							0	Tonnes CO2e			
<b>Other Related Information</b>											
Performance tracking (Emissions and removals by metric, e.g. Tonnes CO2e per annual revenue)							See body of GHG Report				
Base year GHG emission, removals and stocks; and adjustments to base year							See body of GHG Report				
Disclosure of most significant sources, sinks and reservoirs							See body of GHG Report				
Statement of emission (CO2e) per unit of relevant units							See body of GHG Report				
Statement of emission reduction initiatives							See body of GHG Report				
Significance criteria							See body of GHG Report				
Uncertainty assessment							See body of GHG Report				
<b>Notes</b>											



## Scope 1, Scope 2 & Selected Scope 3 Emissions

### Emission Factors

For Scope 1, Scope 2 and selected Scope 3 GHG emissions where a chemical transformation process (combustion, fixed or mobile) and indirect emissions from electricity consumption, we follow the most common approach to calculating GHG emissions from emission sources, which is to take activity data (e.g. units of electricity consumed or distance travelled) and multiply it by an emission factor which gives an estimate of the GHG emissions figure.

$$\text{tCO}_2\text{e} = \text{Activity Data} \times \text{Emission Factor}$$

Emission sources where there is no chemical transformation process (fugitive emissions), or in case the results in GHG are different than CO<sub>2</sub> are converted to tonnes of CO<sub>2</sub>e using the Global Warming Potential (GWP) values provided by the IPCC fourth assessment report (AR4):

$$\text{tCO}_2\text{e} = \text{Activity Data} \times \text{Global Warming Potential}$$

MY-Fab Ltd. have adopted the use of the UK Government GHG conversion factors in order to convert activity data into tCO<sub>2</sub>e. These are updated annually in June by the Department for Business, Energy & Industrial Strategy and are available online here:

<https://www.gov.uk/government/publications/greenhouse-gas-reporting-conversion-factors-2020>

For the current reporting year (1st February 2022 –1st February 2023) the 2022 emission factors have been used and are valid until 1st June 2023.

For the calculation of emissions relating to steel, the ICE emissions factors (1.83 tonnes CO<sub>2</sub>e/tonne) have been used on the basis that all steel is manufactured in the UK from virgin product.

The table below indicates the methodology for the calculation of environmental performance metrics subject to external verification. For each metric we have provided an overview.

## Methodology for Calculating Scope 1 Emissions

Source	Data Measurement & Recording	GHG Emissions Quantification	Estimates & Assumptions
B.2 Category 1: Direct GHG emissions and removals	Diesel and petrol used in company owned vehicles is collated in litres from fuel card reports	Diesel and petrol is recorded in litres and multiplied by DEFRA emissions factors to calculate the carbon emissions in TCO2e	No assumptions or estimates have been used in the determination of the emissions in this category.

## Methodology for Calculating Scope 2 Emissions

Source	Data Measurement & Recording	GHG Emissions Quantification	Estimates & Assumptions
B.3 Category 2: Indirect GHG emissions from imported energy	Electricity meter readings are undertaken on the 1 <sup>st</sup> day of each month	Monthly electricity meter readings are recorded in KWH. A DEFRA emissions factor is applied to calculate the carbon emissions in TCO2e.	No assumptions or estimates have been used in the determination of the emissions in this category.

## Methodology for Calculating Selected Scope 3 Emissions

Source	Data Measurement & Recording	GHG Emissions Quantification	Estimates & Assumptions
B.4 Category 3: Indirect GHG emissions from transportation	Deliveries to Northampton of key raw materials have been estimated in miles based on a round trip worst case scenario	Mileage usage is multiplied by a DEFRA emission factor for a HGV, average load to calculate the emissions in TCO2e.	Mileage is estimated based on known supplier addresses. Number of trips is estimated based on estimated monthly deliveries.
	Shipping of Fermacell has been estimated based on a RoRo ferry single journey from Hook of Holland to Harwich	Shipping mileage is multiplied by a DEFRA emission factor for a RoRO ferry to calculate the emissions in TCO2e.	Mileage is estimated based on known supplier addresses. Number of trips is estimated based on estimated monthly deliveries.
	Shipping of completed product from Northampton to operational sites in the period is estimated in miles based on a round trip worst case scenario	Mileage usage is multiplied by a DEFRA emission factor for a HGV, average load to calculate the emissions in TCO2e.	Mileage is estimated at 268 miles round trip based on known site address. Number of trips is based on 37 deliveries in the period.
	Employee commuting to Northampton is based on mileage provided from an employee survey for the period.	Mileage usage is multiplied by a DEFRA emissions factor based on type of vehicle used to calculate the emissions in TCO2e.	No assumptions or estimates have been used in the determination of the emissions in this category.
	Diesel and petrol used in grey fleet for business travel is collated in litres from fuel card reports	Diesel and petrol is recorded in litres and multiplied by DEFRA emissions factors to calculate the carbon emissions in TCO2e.	No assumptions or estimates have been used in the determination of the emissions in this category.
B.5 Category 4: Indirect GHG emissions from products used by an organization	Tonnage of Steel, Fermacell, Plasterboard, OSB, Plywood, Insulation has been calculated for product manufactured in the period	Materials are recording in tonnes and multiplied by ICE (Steel) and DEFRA emissions factors to calculate the carbon emissions in TCO2e.	Estimates regarding purchased tonnage of product have been made. Emissions factor for fermacell is assumed to be the same as plasterboard.
	Production and Distribution of electricity through network is	Monthly electricity meter readings are recorded in KWH.	No assumptions or estimates have been used

	calculated from electricity meter readings	A DEFRA emissions factor is applied to calculate the carbon emissions in TCO <sub>2</sub> e.	in the determination of the emissions in this category.
	Well to tank data for petrol and diesel is calculated in litres from fuel card data for fuel used in company vehicles	Diesel and petrol is recorded in litres and multiplied by DEFRA emissions factors to calculate the carbon emissions in TCO <sub>2</sub> e.	No assumptions or estimates have been used in the determination of the emissions in this category.
	Waste steel (Recycled), Mixed inert waste (Recycled), Plasterboard (Recycled) have been calculated in tonnes from waste transfer notes provided in the reporting period.	Waste in tonnes is multiplied by relevant DEFRA emissions factors to determine the carbon emissions in TCO <sub>2</sub> e	No assumptions or estimates have been used in the determination of the emissions in this category.
B.6 Category 5: Indirect GHG emissions associated with the use of products from the organization	Excluded	Excluded	Excluded
B.7 Category 6: Indirect GHG emissions from other sources	Water supply and waste water treatment is based on water bills and meter readings undertaken in the reporting period.	Water supply in m <sup>3</sup> is multiplied by relevant DEFRA emissions factors to determine the carbon emissions in TCO <sub>2</sub> e.	Water treatment in m <sup>3</sup> is assumed at 90% of supplied water.

## Exclusions / Sinks

Source	Scope	Justification for Exclusion / Notes
B.2 Category 1 c) Direct process emissions and removals from industrial processes.	1	There are no direct carbon emissions arising from the production process
B.2 Category 1 e) Direct emissions and removals from land use, land use change and forestry (LULUCF),	1	The company does not own or operate land or have built on any land in the reporting period
Direct emissions in tonnes of Co2 from biomass a) Bio Energy	1	The company does not use any bio energy
Direct emissions in tonnes of Co2 from biomass b) Bio Fuel	1	The company does not use any bio fuel
Direct emissions in tonnes of Co2 from biomass c) Bio Gas	1	The company does not use any bio gas
B.3 Category 2: b) Indirect emissions from imported energy, including GHG emissions related to the production of energy consumed by the organization through a physical network (steam, heating, cooling and compressed air), excluding electricity.	2	The company does not have any indirect emissions arising from the production of energy onsite
B.4 Category 3: d) Emissions from client and visitor transport, including emissions associated with the travel of clients and visitors to the reporting company's facility.	3	Client and visitor transport emissions were not able to be calculated due to lack of credible data in the reporting period
B.5 Category 4: b) Emissions from capital goods are emissions from goods that are purchased and amortized by the organization.	3	No capital goods were purchased in the reporting period.
B.5.3 Indirect GHG emissions from services used by organization	3	No emissions arising from services used by the organisation
B.5.4 b) Emissions from the use of assets are generated through equipment leased by the reporting organization in the reporting year.	3	No leased equipment was used in the reporting period
B.5.4 c) Emissions from the use of services that are not described in the above subcategories	3	No services were used in the reporting period
B.6 Category 5: a) Emissions or removals from the use stage of the product include the total expected lifetime emissions from all relevant products sold.	3	No recorded emissions in the period, unable to measure once buildings are handed over to residents / buyers
B.6 Category 5: b) Emissions from downstream leased assets include those from the operation of assets that are owned by the reporting organization and leased to other entities during the reporting year.	3	No downstream leased assets in the reporting period
B.6 Category 5: c) Emissions from end of life stage of the product include the emissions associated with the end of life of all products sold by the reporting organization in the reporting year.	3	No buildings at end of life stage in the reporting period
B.6 Category 5: d) Emissions from investments are mainly targeting private or public financial institutions.	3	No investments made in the reporting period

## Changes to Quantification Methodologies previously Used

There are no changes to quantification methodologies previously reported.

## Emission Differences Between Reporting Periods

This was the first reporting period, no trends noted at this time.

## Managing Uncertainties & Assumptions

The following uncertainties have been identified during the reporting process and were unresolved at the time of publication:

- Uncertainty regarding emissions from the disposal of solid and liquid waste based on availability of waste transfer notes in the period:
  - Waste steel (Recycled) 3.40 Tonnes
  - Mixed inert waste (Recycled) 1.41 Tonnes
  - Plasterboard (Recycled) 4.34 Tonnes

The following assumptions (beyond those already stated) have been made in the collation of this report:

- Units of materials purchased in the period, including estimated purchased tonnage as follows:
  - Steel sections 20.00 Tonnes
  - Fermacell large format board 10.00 Tonnes
  - Plasterboard 10.00 Tonnes
  - OSB 5.00 Tonnes
  - Plywood 5.00 Tonnes
  - Insulation 1.00 Tonnes
- Mileage (miles / km) estimated from upstream transport and distribution for goods.
  - Plasterboard 2952.00 Miles
  - Fermacell 9600.00 Miles
  - Insulation 1344.00 Miles
  - Steel Sections 1416.00 Miles
  - Drywall Sections 1560.00 Miles
  - Drywall Steel Sections. 1752.00 Miles
  - Overseas shipping of Fermacell 5712.00 km
- Total number of trips made in Feb 22 to Feb 23 is 37 to Tribe Hotel Manchester from Northampton estimated @ 268 miles per round trip via HGV.



## GHG Reduction Initiatives & Internal Performance Tracking

### GHG Reduction Initiatives

Following identification of significant sources of emissions and analysis of emissions data contained in the GHG inventory, MY-Fab will work with its identified stakeholders to develop initiatives aimed at reducing emissions in the following areas:

- Indirect emissions from imported electricity
- Emissions from upstream transport and distribution of goods
- Emissions from downstream transport and distribution of goods
- Emissions from employee commuting
- Emissions from business travel
- Emissions from purchased goods

### Company GHG Policies, Strategies and Programmes

MY-Fab Ltd has developed the following policies/strategies/programmes in order to manage its emissions:

- Indirect emissions from imported electricity
  - Investigate installation of solar panels
  - Investigate electricity supply generated from 100% renewables.
  - Partition open spaces in office to reduce air conditioning demand
  - Provide energy awareness training to staff supported by poster campaign
- Emissions from upstream transport and distribution of goods
  - Engage with suppliers to encourage switch to biofuel in HGV's for delivery of raw materials.
- Emissions from downstream transport and distribution of goods
  - Switch to biofuel in HGV's for delivery of modules to sites.
- Emissions from employee commuting
  - Encourage public transport / cycle to work scheme
- Emissions from business travel
  - Promote use of online meetings and public transport to avoid driving on company business.
- Emissions from purchased goods
  - Undertake review of options to reduce embodied carbon in materials during design activities through use of EPD's and selection of best environmental option, whilst maintaining compliance with building regulations and building design performance.

The company maintains certification to ISO14001:2015 with a UKAS accredited certification body.

## GHG Inventory Quality Management & Calibration Requirements

MY-Fab Ltd. has no calibration duties.

Emissions Source	Quality Management Process	Uncertainties & Calibration Requirements
Electricity, gas and water data	<p>My-Fab performs an on-going validation process on electricity, gas and water data which is designed to highlight:</p> <ul style="list-style-type: none"> <li>— Meters without data when data is expected</li> <li>— Meters where invoiced and AMR (Automatic Meter Reads) data do not align</li> <li>— Meters where consumption variance outside of tolerance</li> <li>— Meters where Year on Year variance is outside of tolerance</li> </ul> <p>The validation results in queries being generated directly with suppliers. Where necessary queries will be address to MY-Fab Ltd. FM team to validate discrepancies identified. This is an on-going process which results in a monthly query report.</p>	<p>For the consumption of electricity in the UK, "The Meters (Certification) Regulations 1998" [21] state that: The permitted margins of error shall be an error not exceeding plus 2.5 per cent. or minus 3.5 per cent. at any load at which the meter is designed to operate</p>
On-site fuel combustion	<p>MY-Fab Ltd. Finance team check the fuel invoicing as part of the standard financial internal audit process. In addition, the fuel combustion data is checked via both internal and external audit.</p>	
Fugitive emissions	<p>MY-Fab Ltd. completes regular compliance audits across the estate as part of the management of ISO14001:2015, this includes an assessment of the compliance with fluorinated gas regulations.</p>	

**Appendices**

**Verification Statement**

Insert verification statement from BSi.