Carbon Reduction Plan

Supplier name	Tetra Tech

Publication date	06/03/2025

Commitment to achieving net zero

Tetra Tech 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: October 2021 – September 2022

Additional details relating to the baseline emissions calculations:

The October 2021 – September 2022 period has been used as Tetra Tech's baseline period to match the company's financial year and to give a more accurate representation of carbon emissions that do not suffer from the effects of Covid and include the increase in Tetra Tech's data capture and Scope 3 reporting capabilities. To maintain full transparency and completeness of data, the periods monitored prior to the baseline year have been included in Figure 1 and Appendix 1.

Baseline year emissions:

Emissions	Total (tCO2e)
Scope 1:	**491.8**
Gas in buildings	109.3
Company Vehicles	382.5
Scope 2:	**225.1**
Electricity in buildings	225.1
Scope 3 (included sources) (broken down by GHG Protocol Scope 3 Category):	**2,679.3**
1. Purchased Goods and Services (Optional):	
Telecommunications	40.5
Security	5.5
Cleaning services	273.5
Maintenance	69.1
3. Fuel and Energy Related Activities not included in Scope 1 or Scope 2 (Optional):	
Electricity Transmission and Distribution	20.6
4. Upstream Transportation and Distribution	
Office Supplies	199.3
IT Equipment	638.6

5. Waste Generated in Operations	8.4
Waste Disposal and Treatment	0.74
Water in Properties	
6. Business Travel	17.7
Rail Travel	606.9
Plane Travel	205.0
Grey Fleet	130.3
Hotels	
7. Employee Commuting:	463.2
Commuting	
9. Downstream Transportation and Distribution:	
We do not make or distribute any products	
Total emissions	**3,396.2**

Current emissions reporting

Reporting year: October 2023 – September 2024	
Emissions	TOTAL (tCO2e)
Scope 1:	**223.74**
Gas in buildings	17.51
Company Vehicles	206.22
Scope 2:	**161.82**
Electricity in buildings	161.82
Scope 3 (included sources) (broken down by GHG Protocol Scope 3 Category):	**3,163.71**
2. Purchased Goods and Services (Optional):	
Telecommunications	11.52
Security	2.49
Cleaning services	112.64
Maintenance	91.26
8. Fuel and Energy Related Activities not included in Scope 1 or Scope 2 (Optional):	
Electricity Transmission and Distribution	13.28
9. Upstream Transportation and Distribution	
Office Supplies (paper)	1.17
IT Equipment	325.25
10. Waste Generated in Operations	16.23
Waste Disposal and Treatment	0.78

Water in Properties	
11. Business Travel	45.59
Rail Travel	1,357.18
Plane Travel	502.03
Grey Fleet	0.99
Rental Cars	151.80
Hotels	
12. Employee Commuting:	531.50
Commuting	
10. Downstream Transportation and Distribution:	
We do not make or distribute any products	
Total emissions	**3,549.27**

Emissions reduction targets

In order to continue our progress to achieving net zero, we have adopted the following carbon reduction targets.

- 50% reduction in baseline emissions by 2030 (financial year 2029-2030)
- Net zero emissions by 2050 (financial year 2049-2050)

We aim to decrease carbon emissions over the next 6 years to 1,698 tCO2e by 2030, equivalent to a reduction of 50% from the baseline year.

We aim to decrease carbon emissions over the next 26 years to 0 tCO2e by 2050, equivalent to a reduction of 100% from the baseline year.

These three carbon emissions reduction targets were plotted in the graph below, along with the baseline year and the three preceding years. We will track our future progress in carbon emissions reduction against these targets.
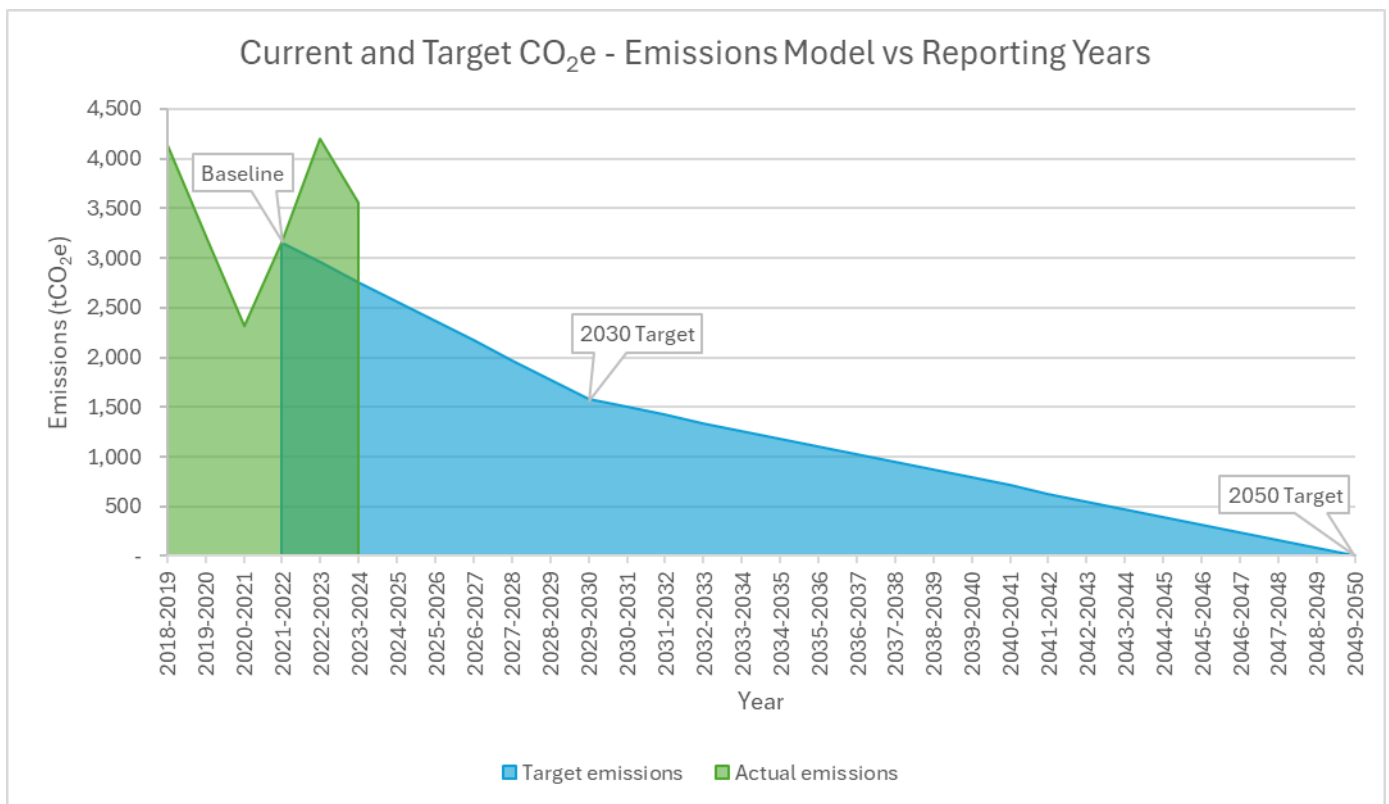

Figure 1:Current and target carbon equivalent emissions model vs reporting years

Carbon reduction projects

Despite the baseline being set from October 2021 - September 2022, previous year's carbon emissions have been calculated and tracked since the financial year 2018 - 2019. This is to provide an overview of how the emissions have changed over time and allow for a comparison of pre-covid and post-covid emissions. For completeness, the new data for the previous years has been included in Appendix 1.

Completed carbon reduction initiatives

There is an increase of 153.1 tCO_2e between the baseline year (2021-2022) and the current reporting year (2023-2024), equating to an increase of 4.5%. This can be attributed to an increase in business activity, as shown by a 17.5% increase in the financial revenue between the baseline year and the current reporting year. This increase in business activity created a subsequent need to travel, resulting in a significantly larger distance travelled via plane (58%

increase in distance travelled against baseline year), car (57% increase) and train (61% increase). Despite the increase in business activities, the efforts to reduce carbon emissions have resulted in notable savings against the baseline year among the following categories:

- Gas consumption in buildings – 84% reduction
- Electricity consumption in buildings – 28% reduction
- Purchased IT equipment – 49% reduction
- Telecommunications services – 72% reduction

Overall, the slower growth of carbon emissions versus revenue demonstrates that initiatives we have implemented are having a positive impact in aiding in the reduction of carbon emissions.

The following measures and projects have been completed or implemented since the 2021-2022 baseline period.

- We have established a Sustainability Council with responsibility for driving activities to reduce our carbon emissions and developing an implementation plan for achieving Net Zero as an organisation. This committee is led by a member of our senior management team, who reports back directly to our President and includes representatives from each of our Business Units.

- We have decarbonised our electricity supply by switching to a 100% renewable electricity supply contract in the buildings where we purchase our own electricity. We continue to work with landlords to insist that they source renewable energy contracts. A saving of 37.8 tCO_2e per annum can be attributed to offices that utilise green/renewable energy supply contracts. We are also implementing an office compression strategy to exploit potential to co-locate offices with other operating units under the Tetra Tech brand to reduce the number of offices occupied across the business. This will have a significant impact which will be evaluated in our next CRP report.

- Approximately 30% of our company owned vehicle fleet have been converted to hybrids, which has resulted in an estimated saving of 18.17 tCO_2e per annum. We have also created an employee company car scheme which includes Electric Vehicle (EV) options.

- We have established minimum energy efficiency standards for the office buildings we lease for company operations. All of our buildings now have an EPC rating above C and many are A rated.

- •We have signed up to group-wide ambitious, science-based targets that have been independently assessed and verified by the Science Based Targets initiative (SBTi) and are consistent with the global 1.5oC targets of the Paris Agreement. Under our public SBTi agreement, we commit to reduce absolute scope 1, 2 and 3 GHG emissions by 50% by 2030, from a 2021 baseline year. We also commit that 60% of our suppliers by spend, covering purchased goods and services, will have Science Based targets by 2027.

- Our Sustainability Committee has collaborated with our procurement team to analyse scope 3 supply chain emissions. We found our top 31 suppliers by spend are responsible for 50% of our total supply chain spend and are working with these suppliers to better understand their route to net zero. This process has included reviewing their existing sustainability reporting and issuing a carbon reduction questionnaire seeking to clarify reporting scope, baseline and date by which they will achieve net zero. This has improved our own reporting and monitoring of

purchased goods and services emissions and allowed us to work towards using activity-based emissions factors rather than spend-based emissions factors when reporting on scope 3 supplier emissions.

- We have fully complied with phase 3 of the Energy Savings Opportunity Scheme (ESOS). This has included completing an Action Plan that has been uploaded to the MESOS portal. This publicly available Action Plan details the energy saving opportunities that we will undertake and monitor (reporting annually) between now and Dec 2027. The plan focuses on optimisation of building services systems within the buildings that we occupy and will be facilitated by our hiring a dedicated in-house energy manager. Due to the leased nature of our office assets there is minimal opportunity for retrofits but we have identified potential sites where energy efficient LED lighting upgrades may be feasible and these opportunities will also be progressed by our energy manager. There are also a number of initiatives planned that will help improve energy efficiency within our vehicle use. These include a driver training initiative and improving efficiency monitoring systems for company vehicles to help improve our understanding of fleet efficiency. The combined impact of successfully implementing this implementation plan will enhance the energy efficiency of our assets and reduce our ESOS baseline energy consumption associated with buildings and transport by 14%. The carbon reductions associated with implementing this plan will be evaluated within our subsequent CRP reports.

- We have implemented flexible working to reduce our commuting emissions and have invested in the technology required to support virtual meetings to reduce emissions associated with commuting and business travel. We have also conducted a commuting survey for UK employees to better understand and report on our commuting emissions. The survey data (for which there was a 50% response rate) is now used to calculate our commuting emissions reported within this document.

- •We have continued to maintain our Environmental Management System accredited to ISO 14001:2015 which allows us to measure and manage our environmental impact as a business.

- Office Energy Champions have carried out surveys on all Tetra Tech offices across all operating units on a global scale as part of a company-wide initiative to identify implemented and potential sustainability opportunities within our offices. These include potential/implemented; energy saving measures, environmental management systems (e.g. ISO 14001) and building sustainability certification (e.g. BREEAM, LEEDS and Nabers). All our global data has been consolidated into an internal database and used to develop global office benchmarks across various sustainability metrics. This has allowed us to benchmark performance against best practice energy management and develop improvement plans for our offices across all regions.

Future carbon reduction initiatives
In the future we hope to implement further measures such as:

- We will further develop our portfolio of leased offices to further improve the EPC ratings of our buildings. We will prioritise Green Leases where landlords and occupiers work together to reduce environmental impacts through improved data collection and energy efficiency, transitions to renewable energy tariffs and upgraded waste systems. Where buildings are supplied by gas-powered heating we will make sure that electrifying the heat source becomes part of our lease renewal negotiations. This is already high on our list for any new lease or lease extension negotiations and we are already asking landlords for improvements.

- We will evaluate, at SLT level, a business case for encouraging and rewarding reduced business travel which is aligned with our hybrid working policy. The business case will investigate how best to help our employees make informed decisions around when to meet and planning in advance to do so alongside other commitments.

- We will continue to work closely with our procurement team to develop a procurement policy requiring our suppliers to commit to net zero, sign up to science-based targets and publish supplier Carbon Reduction Plans in line with the PPN 006 requirements. We will continue to provide guidance on the inclusion of ESG clauses within our supplier contracts. We will continue to build carbon considerations into supplier tenders and contracts, targeting efforts at high spend and/or big influence suppliers

- We will work with our office management teams and landlords to improve our waste management strategies to improve reporting, reduce volume, increase recycling and harness the principles of circularity to join up our purchasing and waste streams

- Progress has been made on the decarbonisation of the company fleet via the conversion of petrol and diesel vehicles to hybrids. We will continue this process as we aim to increase the proportion of hybrid vehicles within the fleet.

Declaration and sign off

This Carbon Reduction Plan has been completed in accordance with PPN 006 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[13] and uses the appropriate government emission conversion factors for greenhouse gas company reporting.[14]

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.[15]

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:

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Date: ……6th March 2025……………………………

9   https://ghgprotocol.org/corporate-standard
10 www.gov.uk/government/collections/government-conversion-factors-for-company-reporting
11 https://ghgprotocol.org/standards/scope-3-standard

Appendix A – Previous Emissions Data

Year 1: October 2018 - September 2019

EMISSIONS	TOTAL (tCO$_2$e)
Scope 1	Total Scope 1 Emissions = 365.1 tCO$_2$e
Scope 2	Total Scope 2 Emissions = 486.3 tCO$_2$e
Scope 3 (Included Sources)	Total Scope 3 Emissions = 3,458.2 tCO$_2$e
Total Emissions	Total Emissions across all Scopes = 4,309.6 tCO$_2$e

Year 2: October 2019 – September 2020

EMISSIONS	TOTAL (tCO$_2$e)
Scope 1	Total Scope 1 Emissions = 295.9 tCO$_2$e
Scope 2	Total Scope 2 Emissions = 490.1 tCO$_2$e
Scope 3 (Included Sources)	Total Scope 3 Emissions = 2,562.8 tCO$_2$e
Total Emissions	Total Emissions across all Scopes = 3,348.8 tCO$_2$e

Year 3: October 2020 – September 2021

EMISSIONS	TOTAL (tCO$_2$e)
Scope 1	Total Scope 1 Emissions = 329.5 tCO$_2$e
Scope 2	Total Scope 2 Emissions = 259.0 tCO$_2$e
Scope 3 (Included Sources)	Total Scope 3 Emissions = 1,732.2 tCO$_2$e
Total Emissions	Total Emissions across all Scopes = 2,320.7 tCO$_2$e