

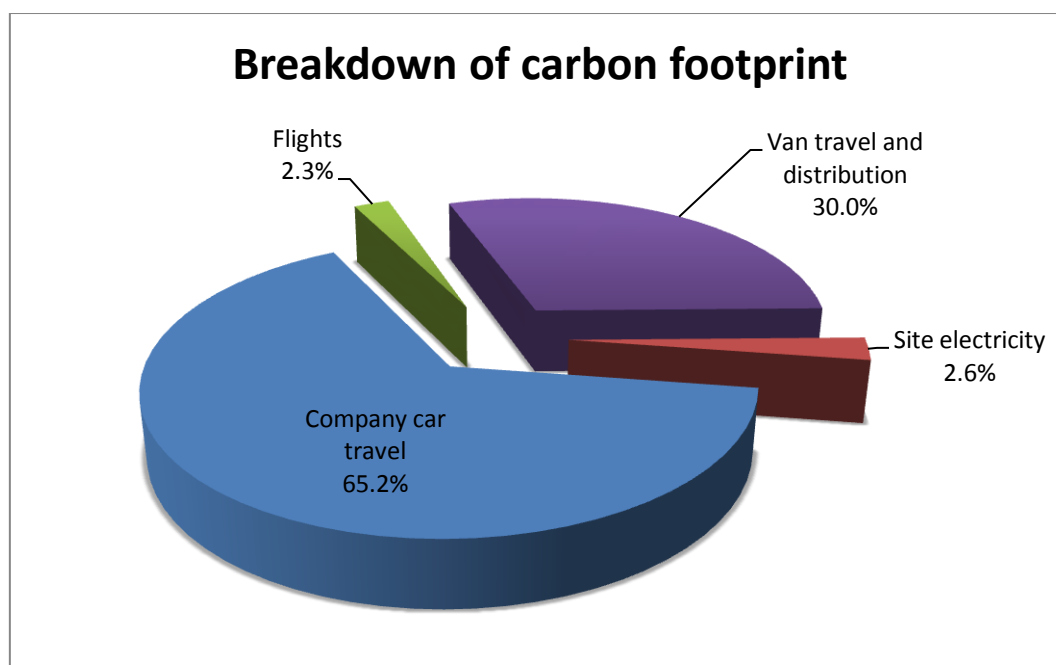


Carbon Footprint Report for Guarding UK

Assessment Period: 1st April 2015 – 31st March 2016

Executive Summary

Carbon Footprint Ltd has assessed Guarding UK's emissions from 1st April 2015 to 31st March 2016 based on a dataset provided by the company. The chart below shows the sources of emissions with company car travel producing the majority of emissions at 65.2%.



The table below demonstrates historical emissions compared to this year's results showing:

- **An increase in absolute emissions by 3.0%** compared to the previous year (2015).
- **An increase in emissions per employee by 3.0%** since the baseline year (2015).
- **A decrease in emissions per £M turnover by 1.1%** compared to the previous year (2015).

Metric	1 st April 2014 to 31 st March 2015	1 st April 2015 to 31 st March 2016	% change from baseline year
Total Tonnes CO₂e	238.48	245.72	+3.0%
Tonnes of CO₂e per employee	5.96	6.14	+3.0%
Tonnes of CO₂e per £M turnover	9.94	9.83	-1.1%

Emissions have increased due to more van travel, the addition of long haul flights being undertaken and higher site electricity consumption. However, company car travel has decreased during this appraisal period. Due to the nature of Guarding UK's business, they require a large number of vehicles and have high overall annual mileage. Company car emissions have decreased since last year and to reduce emissions going forward, this and van travel emissions need to continue (as these combined together make up 95.2% of emissions).

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Quality Control

Report issue number: 1.0
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Director approval: Dr Wendy Buckley

1. Introduction

1.1. Scope of this work

Carbon Footprint Ltd has assessed the carbon emissions from 1st April 2015 to 31st March 2016 resulting from the energy consumption at Guarding UK's facilities and its business transport activities.

This is the second carbon footprint assessment undertaken for Guarding UK, the first appraisal was undertaken in 2015 and will set the baseline for all future emissions to be compared to.

1.2. Guarding UK Overview



Guarding UK Ltd provides facilities protection and risk management services for client facilities across the UK. This involves patrols, guarding, inspection, and incident response services.

Table 1: Company representative

Company representative responsible for this report within Guarding UK	Justin Quigley
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1.3. What is a carbon footprint?

A carbon footprint is a measure of the impact our activities have on the environment in terms of the amount of greenhouse gases produced, measured in units of carbon dioxide equivalents (CO₂e).

A carbon footprint is made up of two parts, direct and indirect emissions.

1. Direct emissions:

These emissions are produced from two primary sources, the energy use in buildings and travel emissions, which are owned or controlled by the reporting organisation. Direct emissions encompass electricity use, burning oil or gas for heating, and fuel consumption as a result of business travel or distribution. Direct emissions correspond to elements within scopes 1, 2 and 3 of the World Resources Institute GHG Protocol, as indicated in the table below:

Table 2: Direct emissions sources

Footprint	Activity	Scope
Direct	Electricity, heat or steam generated onsite	1
	Natural gas, gas oil, LPG or Coal use attributable to company owned facilities	1
	Company owned vehicle travel	1
	Production of any of the 6 GHG's (CO ₂ , CH ₄ , N ₂ O, HFC's, PFC's and SF ₆)	1

	Consumption of purchased electricity, heat steam and cooling	2
	Employee business travel (using transport not owned by the company)	3

2. Indirect emissions:

Indirect emissions result from a company's upstream and downstream activities. These are typically from outsourced/contract manufacturing, and products and services offered by an organisation. Indirect emissions correspond to scope 3 of the World Resources Institute GHG Protocol excluding employee business travel as indicated in the table below:

Table 3: Indirect emissions sources

Footprint	Activity	Scope
Indirect	Employee commuting	3
	Transportation of an organisation's products, materials or waste by another organisation	3
	Outsourced activities, contract manufacturing and franchises	3
	GHG emissions from waste generated by the organisation but managed by another organisation	3
	GHG emissions from the use and end of life phases of the organisation's products and services	3
	GHG emissions arising from the production and distribution of energy products, other than electricity, steam and heat, consumed by the organisation	3
	GHG emissions from the production of purchased raw or primary materials	3
	GHG emissions arising from the transmission and distribution of purchased electricity	3

For businesses, the assessment focuses on direct emissions, as these lie under the control of the organisation.

We ask companies to recognise that there is an indirect emissions footprint and select suppliers based on their environmental credentials, as well as price and performance.

1.4. How is the carbon footprint calculated?

The carbon footprint appraisal is derived from a combination of client data collection and data computation by Carbon Footprint Ltd's analysts.

Carbon Footprint Ltd analysts have calculated Guarding UK's footprint based on the current metrics (published July 2015) developed by the UK Department for Environment, Food and Rural Affairs (Defra) and the Department of Energy and Climate Change (DECC) and have prepared a summary for Guarding UK included in this report. These metrics use GHG activity data multiplied by GHG emission factors. Carbon Footprint Ltd has selected this preferred method of calculation as a government

recognised approach and uses data which is realistically available from the client, particularly when direct monitoring is either unavailable or prohibitively expensive.

Carbon Footprint Ltd confirms that the methodology used to quantify the carbon footprint meets the following principles:

- a) The subject and its boundaries have been clearly identified and documented.
- b) The carbon footprint has been based on primary activity data unless the entity could not demonstrate that it was not practicable to do so, in which case an authoritative source of secondary data relevant to the subject was used.
- c) The methodology employed minimised uncertainty and yielded accurate, consistent and reproducible results.
- d) Emission factors used are germane to the activity concerned and current at the time of quantification.
- e) Conversion of non-CO₂ greenhouse gases to CO₂e has been based upon the 100 year Global Warming Potential figures published by the IPCC or national (Government) publication.
- f) Carbon footprint calculations have been made exclusive of any purchases of carbon offsets.
- g) All carbon footprints have been expressed as an absolute amount in tCO₂e.

1.5. Why is it important?

Over the past two decades the effect of climate change has become more marked. Considerable evidence exists that climate change has been exacerbated by human activity. Changes in our post industrial lifestyles have altered the chemical composition of the atmosphere, generating a build up of greenhouse gases – primarily carbon dioxide, methane, and nitrous oxide levels.

The consequences of inaction will be disasterous. Rising global temperatures will cause sea levels to rise and local climate conditions to be altered, affecting forests, crop yields, and water supplies. It will also affect human health, accelerate species extinction, and disrupt many types of ecosystem. Deserts may expand and some of our countryside may be permanently altered.

For this reason it is vital that all individuals, businesses, organisations and governments work towards the common goal of reduced carbon emissions. The carbon footprint assessment will enable your business to:

- Report on greenhouse gas (GHG) emissions
- Set targets to reduce emissions
- Make supply chain selection based on environmental factors
- Achieve cost savings through managing resources, energy saving and implementing good environmental practice
- Generate great PR through communicating your environmental successes
- Improve reputation with customers and potential customers
- Broaden market opportunities by differentiating your products and brands
- Raise staff morale and attract high-calibre employees
- Attract ethical investors
- Be prepared for future legislative changes

1.6. BS ISO 14064-1:2006

This GHG report has been prepared in accordance with Part 1 of BS ISO 14064: 2006. The GHG inventory, report, or assertion has not been verified.

1.7. Greenhouse Gas Protocol Corporate Standard

This GHG calculation and report has been prepared in accordance with The Greenhouse Gas Protocol Corporate Standard. The GHG inventory, report, or assertion has not been verified.

1.8. Abbreviations

A/C	Air Conditioning
CDP	Carbon Disclosure Project
CO ₂	Carbon Dioxide
CO ₂ e	Carbon Dioxide Equivalent
DECC	Department of Energy and Climate Change
Defra	Department for Environment, Food and Rural Affairs
ECA	Enhanced Capital Allowance
FTSE	Financial Times Stock Exchange
EU	European Union
GHG	Greenhouse Gas
HGV	Heavy Goods Vehicle
IPCC	Intergovernmental Panel on Climate Change
ISO	International Standards Organisation
km	Kilometres
kWh	Kilowatt Hours
PR	Public Relations
UN	United Nations

2. Appraisal Boundaries and Summary of Data Supplied

A summary of the information submitted by Guarding UK and the boundaries set for the calculation are detailed below.

2.1. Organisational boundaries

The organisation has consolidated its facility-level GHG emissions or removals by the following approach:

Control: The organisation has accounted for all quantified GHG emissions and/or removals from facilities over which it has financial control.

2.2. Operational boundaries

GHG Emissions and removals associated with Guarding UK’s operations:

Figure 1: Assessment boundary

Scope 1 Direct Emissions	Scope 2 Energy Indirect	Scope 3 Other Indirect
<u>Fuel combustion</u> None	<u>Consumption of purchased electricity, heat steam and cooling</u> Electricity	<u>Purchased materials and fuels</u> None
<u>Owned Transport</u> Company car and van travel		<u>Transmission and distribution of energy</u> Electricity
<u>Process emissions</u> None		<u>Leased assets outsourcing and franchising</u> None
<u>Fugitive emissions</u> None		<u>Transport related activities</u> Flight travel
		<u>Sold goods and services</u> None
		<u>Waste Disposal</u> Residual & Recyclable

Key:

Within the assessment boundary	Outside of assessment boundary
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The indirect GHG sources that are outside the assessment boundary have been excluded from quantification because quantification of its contribution to the GHG emissions is not technically feasible or cost effective.

2.3. Biomass

There are no CO₂ emissions from the combustion of biomass to be considered within this report.

2.4. Accuracy of the carbon footprint calculation

The result of a carbon footprint calculation varies in accuracy depending on the data set provided. The more accurate the data supplied, the more accurate the final result which will subsequently allow for better targeting of areas where improvements can be made.

An overview of the expected accuracy provided per element for this assessment and is shown in the table below:

Table 4: Assessment accuracy

Dataset	Source of data and comments	Accuracy	Materiality
Company car travel	Company lease records	Average	Very high >50%
Van travel and distribution	Company lease records	Average	High 20% - 50%
Site electricity	Utility bills	Excellent	Low <5%
Flights	Expense records	Good	Low <5%

Materiality is determined by the percentage contribution of each element to the overall footprint.

The data provided is derived from utility bills, company lease vehicle records and expense claims. The company car and company van sources produce the largest percentage of the emissions and these have only been recorded at good accuracy. The accuracy of these is only good because although details for each vehicle were provided, mileage data was not always available for the whole year. As a result, mileage had to be estimated for many of the vehicles producing less accurate results. Last year, data from fuel cards was used for the majority of vehicles, however this was not possible for this year's calculation.

To estimate mileage from cars, a few different methods were used depending on the data provided:

For most company cars mileage data had been provided for some months, from this an average mileage per month was found for each car and proportioned to the length of time in use during the appraisal period.

If any cars had also been used during the previous appraisal year and had no data provided for them during this appraisal, an estimate figure of the mileage driven last year was used within the calculation.

For some cars, no mileage had been recorded, for these the annual mileage allowed through the lease was used and proportioned to the number of months the lease covered within the appraisal period.

Fuel type and engine size of cars was collected partly from information provided within the data collection and through data provided last year of the same cars.

In order to improve the accuracy of the calculations, the following actions are recommended:

- Provide gas consumption data which could be requested from the landlord.
- Provide data from fuel cards for vehicles to provide the most accurate data for emissions calculations, if not available record mileage for the complete year.
- Log all flights undertaken on a document e.g. expenses to ensure all are recorded during appraisal.

2.5. Data provided for the carbon footprint appraisal

The data provided by Guarding UK for the appraisal is presented in Annex A.

2.6. Greenhouse gas removals

Within the calculation of Guarding UK's carbon footprint, there are no business processes resulting in the reduction of greenhouse gases from the atmosphere to be deducted from the calculation.

3. Carbon Footprint Results

3.1. Summary of results

The total carbon footprint for Guarding UK for the period ending 31st March 2016 was 245.72 tCO₂e.

The following table provides a summary of results for Guarding UK's carbon footprint calculation by scope, business unit and source activity.

Table 5: Results of Guarding UK's carbon footprint assessment by scope, business unit and source activity

Scope	Activity	Tonnes CO ₂ e
Scope 1	Company car travel	160.20
	Van travel and distribution	73.63
Scope 1 Sub Total		233.84
Scope 2	Electricity generation	5.85
Scope 2 Sub total		5.85
Scope 3	Business Flights	5.55
	Electricity transmission & distribution	0.48
Scope 3 Sub Total		6.03
Overall Total		245.72
Tonnes of CO₂e per employee		6.14
Tonnes of CO₂e per £M turnover		9.83

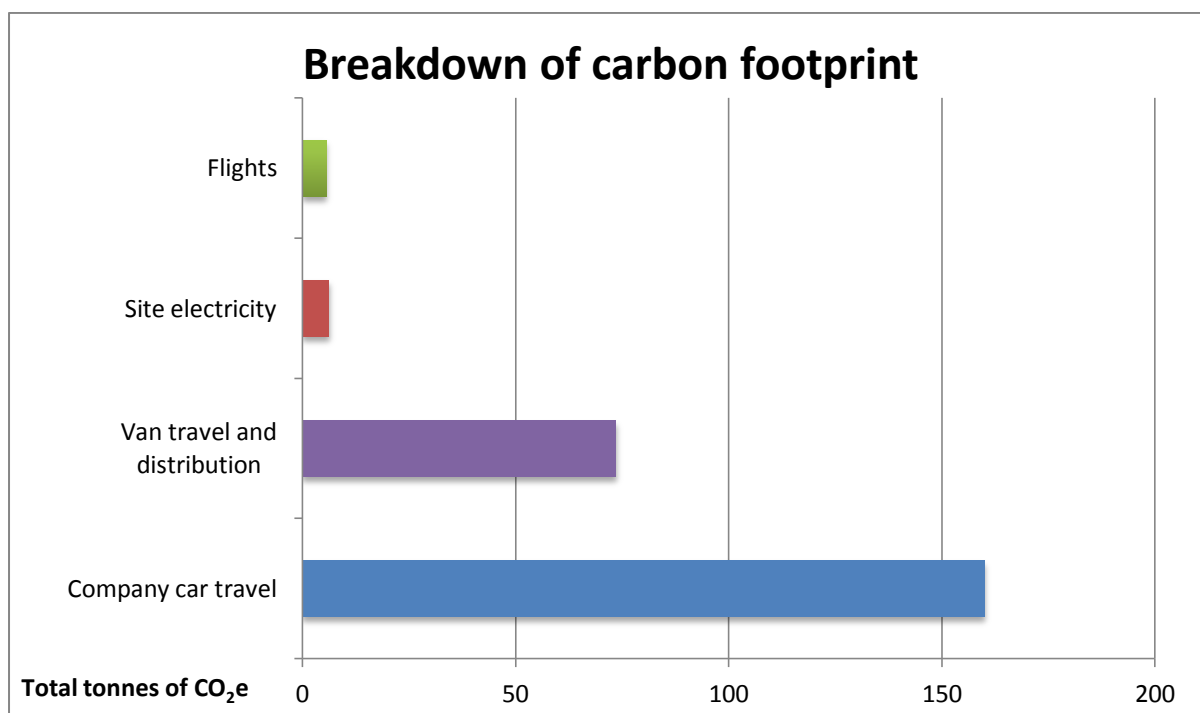


Figure 2: Contribution in tonnes of CO₂e of each element of Guarding UK's carbon footprint

Figure 3 shows the percentage breakdown of the total carbon emissions produced by Guarding UK. It can be seen that 65.2% of the total emissions is produced through the use of Company car travel. The other significant factor is Company van travel contributing to 30.0% of the total emissions. In comparison the amount of CO₂e caused by site electricity and flights is very low at about 2.6% and 2.3% respectively.

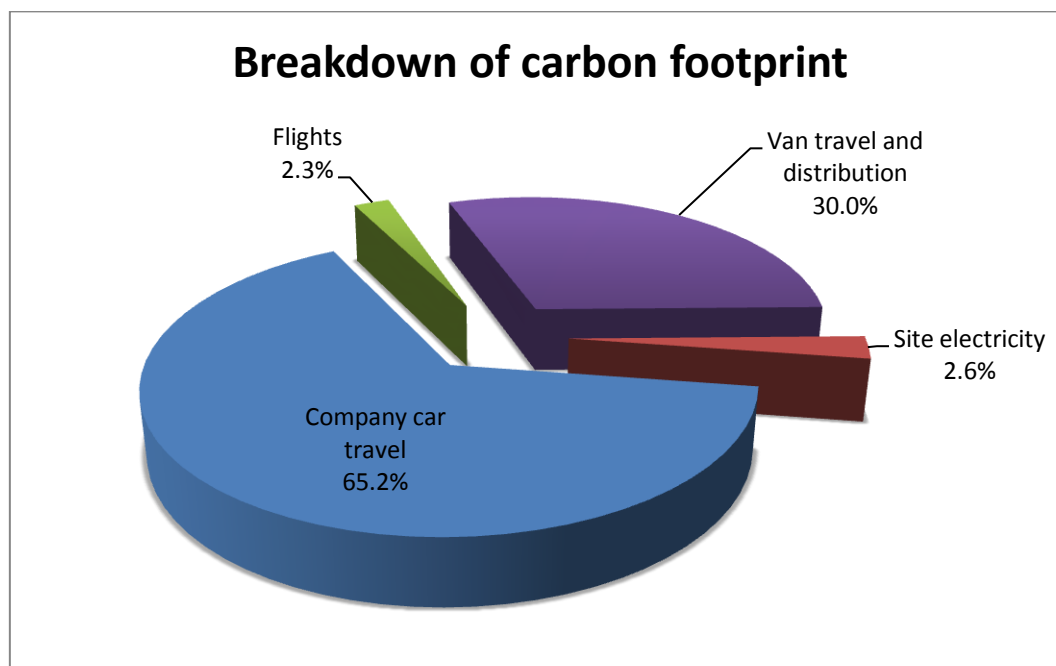


Figure 3: Percentage contribution of each element of Guarding UK's carbon footprint

3.2. Emissions from energy usage at site facilities

Table 6 shows the amount of CO₂e emitted as a result of site energy usage and per employee. Guarding UK have only one site, their headquarters, where 6.33 tonnes CO₂e were emitted from electricity consumption. Based on headcount, Guarding UK's site emissions were 0.16 tonnes CO₂e per employee. Guarding UK also use gas at their head office, however this has not been included within this appraisal as the cost of gas consumption is included in their building service charge and they do not have data on consumption levels.

Table 6: CO₂e emissions as a result of site energy consumption per employee

Site	Electricity tCO ₂ e	Number of employees	Total tCO ₂ e	tCO ₂ e/ employee
Guarding UK HQ	6.33	40	6.33	0.16

The detailed results are given in Annex A.

3.3. Emissions from travel and logistics

Figure 4 and Table 7 show the carbon emissions resulting from business travel and logistical operations. It can be seen that the largest contributor is company car travel, accounting for 66.9% of the total transport emissions followed by van travel at 30.8%. In comparison the amount of CO₂e caused by air travel is very low at about 2.3%.

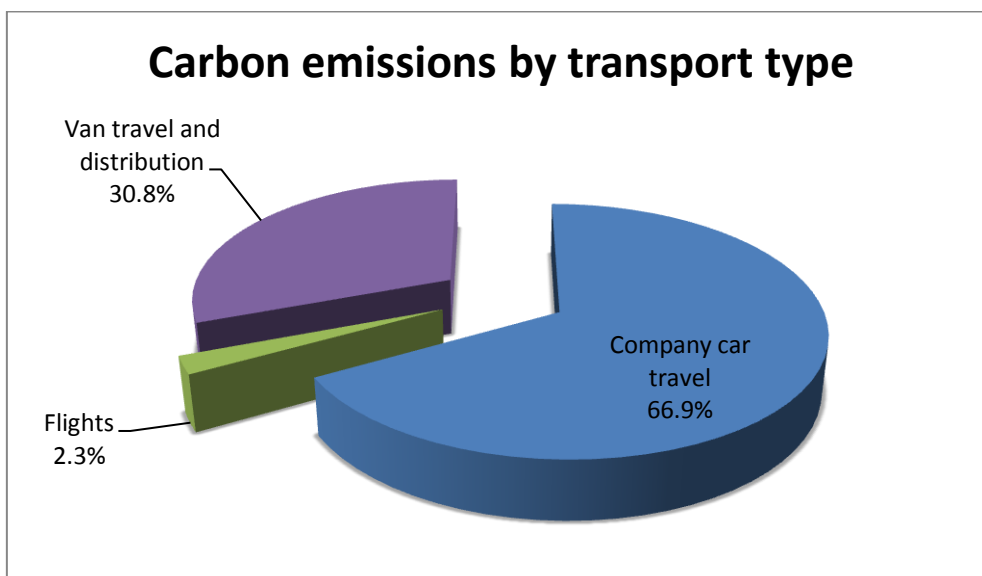


Figure 4: Percentage contribution of each element to transportation emissions

Table 7: CO₂e emissions due to transportation

Type of Travel / Transport	Tonnes of CO ₂ e
Company car travel	160.20
Van travel and distribution	73.63
Flights	5.55
Total	239.38

The detailed results are given in Annex A.

4. Comparison and benchmarking

4.1. Comparison to base year emissions

This is the second carbon footprint assessment Guarding UK has undertaken, the first was undertaken in 2015 and will serve as a baseline for future carbon footprint assessments.

Table 8 and Figures 5 & 6 show historical emissions per activity, as well as Guarding UK's total carbon footprint, tonnes of CO₂e per employee and tonnes of CO₂e per £M turnover.

Table 8: Guarding UK's carbon footprint comparison and percentage change

Element	2015	2016	% change on baseline year (2015)
Company car travel	178.15	160.20	-10.1%
Van travel and distribution	50.12	73.63	+46.9%
Site electricity	5.73	6.33	+10.5%
Flights	4.48	5.55	+23.7%
Total Tonnes of CO₂e	238.48	245.72	+3.0%
Tonnes of CO₂e per employee	5.96	6.14	+3.0%
Tonnes of CO₂e per £M turnover	9.94	9.83	-1.1%

Guarding UK has increased its total carbon footprint by 3.0% between this period and the baseline year. This is mostly due to an increase in emissions from van travel and distribution, in addition to a small increase in site electricity and flight emissions. Due to the nature of Guarding UK's business company car and van travel is dependent on the contracts and locations they have resulting in potential changes to emissions from these sources. It should also be noted that emissions from flights are expected to continue to increase over the next year as Guarding UK has been undertaking increased travel via flights. However when comparing tonnes of CO₂e per £M turnover, Guarding UK has decreased their emissions by 1.1% (Table 8 & Figure 6).

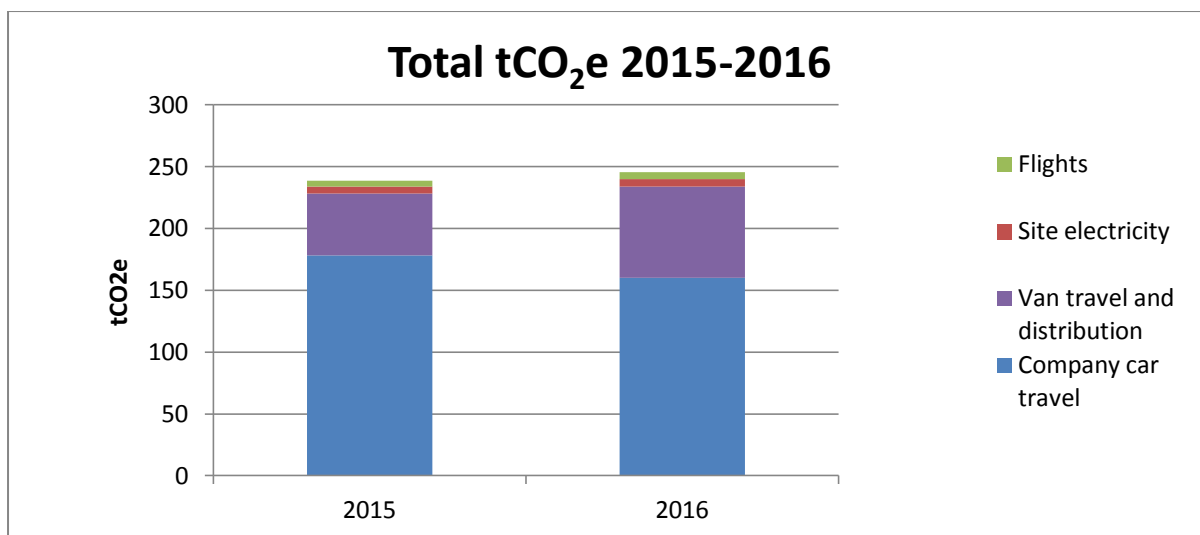


Figure 5: Detailed emissions comparison for the various aspects of the organisation’s emissions

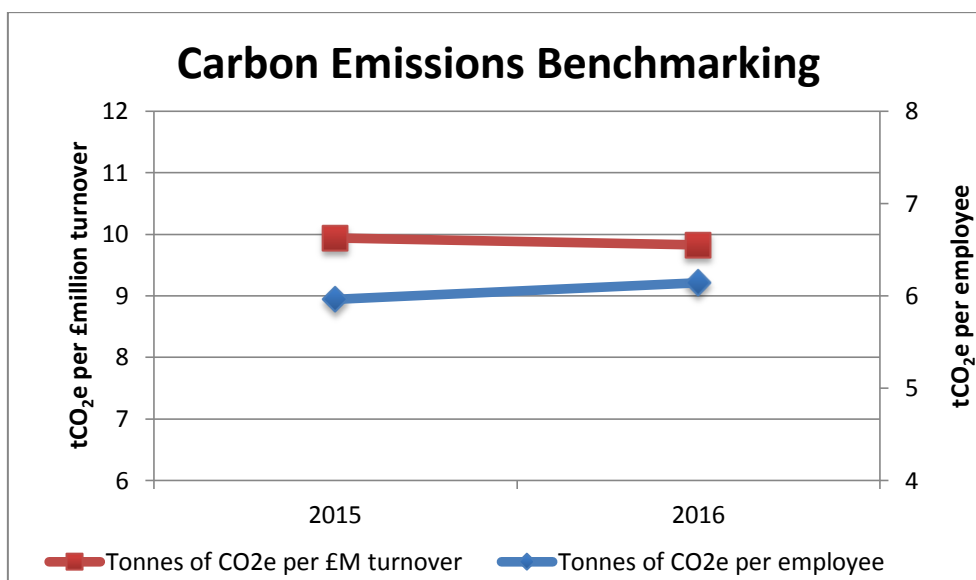


Figure 6: Carbon footprint of Guarding UK for internal benchmarks

Carbon Footprint Ltd recommends that organisations use the base-year GHG inventory as a benchmark to measure yourself against. When using the base-year GHG inventory as a benchmark, organisations can set realistic reduction targets and measure their progress year on year. This can also provide excellent marketing opportunities, where real figures can demonstrate your commitment towards helping fight climate change.

4.2. External benchmarking

Table 9 below shows Guarding UK’s scope 1 & 2 emissions.

Table 9: Guarding UK’s benchmarked carbon emissions

Year/Element	2014/2015
Turnover in £million	25

Year/Element	2014/2015
Total number of employees	40
Tonnes of CO ₂ e	245.72
Tonnes of CO ₂ e per £ million	9.83
Tonnes of CO ₂ e per employee	6.14
Scope 1 & 2 Emissions	
Scope 1 & 2 tonnes CO ₂ e	239.69
Scope 1 & 2 tonnes CO ₂ e per employee	5.99
Scope 1 & 2 tonnes CO ₂ e per £ million	9.59

The following table (Table 10) is a summary of scope 1 and 2 emissions for selected companies listed on the FTSE 100/350 who operate in your sector. The data is derived from publicly disclosed records on company websites and enables you to compare your performance with respect to these specific organisations in your market sector,

Table 10: Comparison of Scope 1 & 2 emissions per employee and per £M turnover with other similar companies

Company Name	Emissions per employee (tCO ₂ e)	Emissions per £M turnover (tCO ₂ e)
Guarding UK	6.14	9.59
Securitas	0.35	N/A

Note: Carbon Footprint Ltd also offer a specialist sustainability competitor assessment service. Please ask if you would like us to provide a more detailed comparison of your sustainability credentials / performance alongside a selection of your key competitors.

5. Carbon Footprint Standard

5.1. Brand endorsement

Guarding UK, in conjunction with Carbon Footprint Ltd, has assessed its carbon footprint and shown a reduction of 1.1% based on its turnover. By achieving this Guarding UK has qualified to use the Carbon Footprint Standard branding. This can be used on all marketing materials, including web site and customer tender documents, to demonstrate your carbon management achievements:



The Carbon Footprint Standard is recognition of your organisations commitment to carbon management. The text to the right hand side of the logo demonstrates what level you have achieved in line with international best practice.

6. References

1. Defra / DECC's GHG Conversion Factors for Company Reporting (July 2015)
2. Guidelines to Defra's Greenhouse Gas (GHG) Conversion Factors for Company Reporting – annexes (June 2013)
3. The Greenhouse Gas Protocol: A Corporate Accounting and Reporting Standard, Revised Edition (March 2004)
4. Securitas Sustainability Report 2015
http://www.securitas.uk.com/globalassets/uk/files/securitas_group_sustainability_report_2015.pdf

A Annex A - Supplied Data and Emissions Breakdown

This annex shows the data that Guarding UK has supplied Carbon Footprint Ltd for the calculation of its emissions. At the end of each table one or several columns have been added that display the emissions and calculations associated for each item of data provided by Guarding UK. It should be noted that the latter has been calculated by Carbon Footprint Ltd, and not provided by Guarding UK.

A.1 Data Used for Scope 1 Emissions Assessment

This section contains the data related to the direct emissions attributable to Guarding UK. These include the energy usage in Guarding UK's buildings (excluding purchased electricity, since this corresponds to Scope 2, indirect emissions), any company owned vehicle transport and any of the other 6 greenhouse gases produced.

Table 11: Data supplied and emissions breakdown for company owned car transportation

Registration Plate	Make	Engine capacity, cc	Annual Distance	Car Type	Distance Unit	tCO ₂ e
VK63 WPR	Vauxhall Insignia	2000	44,872	Medium Diesel (1.7l-2.0l)	mile	12.68
YA64 GNN	Mercedes E Class	2200	30,000	Large Diesel (>2.0l)	mile	10.87
LR15 FFX	Audi A5	2000	25,000	Large Diesel (>2.0l)	mile	9.06
DV64 ZYR	Mitsubishi Outlander	2000	27,167	Medium Petrol (1.4l-2.0l)	mile	8.71
NU15 VFS	Ford Kuga	2000	28,238	Medium Diesel (1.7l-2.0l)	mile	7.98
WF14 VYK	Audi A6	2000	27,873	Medium Diesel (1.7l-2.0l)	mile	7.88
YG14 MZZ	Lexus CT	1800	26,060	Large petrol hybrid car	mile	7.30
ML15 HRC	Nissan X-Trail	1600	25,695	Medium Diesel (1.7l-2.0l)	mile	7.26
PX13 YBT	Landrover Evoque Pure	2200	20,000	Large Diesel (>2.0l)	mile	7.25
FG64 HCX	Honda Civic Diesel Tourer	1600	28,933	Small Diesel (<1.7l)	mile	6.69
LN14 XWW	Alfa Romeo Giulietta	1368	24,589	Small Petrol (<1.4l)	mile	6.28
GV65 LDZ	JAGUAR	2000	20,000	Medium Diesel (1.7l-2.0l)	mile	5.65
LT63 XBS	Corsa	1300	22,416	Small Diesel (<1.7l)	mile	5.18

Registration Plate	Make	Engine capacity, cc	Annual Distance	Car Type	Distance Unit	tCO ₂ e
LT63 ZSF	Corsa	1300	21,576	Small Diesel (<1.7l)	mile	4.99
KS15 ZPP	Lexus CT Hatchback	1800	15,932	Medium Unknown Fuel	mile	4.82
KX62 WXO	Vauxhall Corsa	1300	18,975	Small Diesel (<1.7l)	mile	4.39
LS62 GOA	BMW 3 Series	1995	15,000	Medium Diesel (1.7l-2.0l)	mile	4.24
NV14 XMW	Ford Kuga	2000	15,000	Medium Diesel (1.7l-2.0l)	mile	4.24
YN15 NCV	Toyota Auris Hatchback	1800	21,885	Medium petrol hybrid car	mile	4.15
SB65 BCY	Nissan Qashqai	1500	14,225	Medium Diesel (1.7l-2.0l)	mile	4.02
LX62 RFN	Jaguar XJ Saloon	2993	10,005	Large Diesel (>2.0l)	mile	3.63
KE14KJV	Audi A3	1600	14,466	Small Diesel (<1.7l)	mile	3.34
YL14 PXP	Nissan Qashqai	1500	13,371	Small Diesel (<1.7l)	mile	3.09
LR63 EXB	Corsa	1300	13,045	Small Diesel (<1.7l)	mile	3.02
FM14 SYZ	Toyota Auris Hatchback	1800	8,496	Medium Petrol (1.4l-2.0l)	mile	2.73
DN61 RPU	Audi A3	2000	9,111	Medium Diesel (1.7l-2.0l)	mile	2.57
YC14 JXW	Lexus CT	1800	10,259	Medium petrol hybrid car	mile	1.94
YB14 VGZ	Nissan Qashqai	1500	7,205	Small Diesel (<1.7l)	mile	1.67
YH62 YFM	Range rover Sport Estate	2993	4,400	Large Diesel (>2.0l)	mile	1.59
KU62 AZJ	Vauxhall Insignia	1956	3,826	Medium Diesel (1.7l-2.0l)	mile	1.08
NU65 MYV	Ford Fiesta Zetec	1250	4,167	Small Petrol (<1.4l)	mile	1.06
BV12 HVG	Honda Insight	1300	2,388	Small Petrol (<1.4l)	mile	0.61
HY62 KBO	Honda Insight	1339	1,307	Small petrol hybrid car	mile	0.23
Total						160.20

Table 12: Data supplied and emissions breakdown for company owned van transportation

Registration Plate	Make	Engine cc	Annual Distance	Van Type	Distance Unit	tCO ₂ e
CX15YTZ	Citroen Berlingo L1 Diesel 1.6 Dhi 625kg	1600	71506	Diesel van (<1.305t)	mile	16.63
CX15 YTY	Citroen Berlingo L1 Diesel 1.6 Dhi 625kg	1600	55044	Diesel van (<1.305t)	mile	12.80
CX15 OMZ	Citroen Berlingo L1 Diesel 1.6 Dhi 625kg	1600	37505	Diesel van (<1.305t)	mile	8.72
CX15 YTV	Citroen Berlingo L1 Diesel 1.6 Dhi 625kg	1600	33695	Diesel van (<1.305t)	mile	7.83
CX15 YTW	Citroen Berlingo L1 Diesel 1.6 Dhi 625kg	1600	31865	Diesel van (<1.305t)	mile	7.41
CX15 OMY	Citroen Berlingo L1 Diesel 1.6 Dhi 625kg	1600	31347	Diesel van (<1.305t)	mile	7.29
CX15 OMW	Citroen Berlingo L1 Diesel 1.6 Dhi 625kg	1600	25728	Diesel van (<1.305t)	mile	5.98
BG65 KZZ	Citroen Berlingo L1 Diesel 1.6 Dhi 625kg	1600	10000	Diesel van (<1.305t)	mile	2.33
BG65 KZY	Citroen Berlingo L1 Diesel 1.6 Dhi 625kg	1600	10000	Diesel van (<1.305t)	mile	2.33
BG65 KZX	Citroen Berlingo L1 Diesel 1.6 Dhi 625kg	1600	10000	Diesel van (<1.305t)	mile	2.33
Total						73.63

Note: Majority of yearly mileages for cars and vans were not available; the following estimations were used in calculations:

- Average mileage for individual cars found when data provided for some months and proportioned to a year or the length of use of the car within the appraisal period.
- Estimates of mileage based on last year's records for the same cars.
- Annual mileage allowed through the lease was used and proportioned to the number of months the lease covered within the appraisal period.

A.2 Data Used for Scope 2 Emissions Assessment

This section contains the data associated to the energy indirect emissions attributable to Guarding UK. The table below shows the purchased electricity, heat or steam usage in Guarding UK's buildings.

Table 13: Data supplied and emissions breakdown for purchased electricity usage

Site Name	No. of staff	Grid Electricity	Unit	Country	Electricity Generation(tCO ₂ e)
GUK HQ	40	12,658	kWh	United Kingdom	5.85

A.3 Data Used for Scope 3 Emissions Assessment

The tables below demonstrate the company's employee business travel (not including staff commuting), any outsourced transport, and emissions from the transmission and distribution of purchased energy.

Table 14: Data supplied and emissions breakdown for staff business flights

No. of passenger trips	Type	Return Trip?	Leg 1	Leg 2	Leg 3	Passenger km	tCO ₂ e (incl. uplift factor)	Total tCO ₂ e
1	Economy	Yes	Manchester	Istanbul	Dhaka	17,300	1.27	2.55
1	Economy	Yes	Manchester	Istanbul	Dhaka	17,300	1.27	2.55
1	Economy	No	Manchester	Istanbul		2,692	0.45	0.45
Total						37,293		5.55

Table 15: Data supplied and emissions breakdown for the transmission and distribution of purchased electricity.

Site Name	No. of staff	Grid Electricity	Unit	Country	Electricity T&D (tCO ₂ e)
GUK HQ	40	12,658	kWh	United Kingdom	0.48

