

Carbon Reduction Plan and Annual Review Evaluation

	Annual Review and supplier initial selection criteria	Evaluation Yes/No
1	Has a CRP been submitted in the required format?	
2	Does the CRP submitted confirm the supplier's commitment to achieving Net Zero, as an organisation, by latest 2050?	
3	Has the supplier's Net Zero target been externally verified by a qualified individual/credible organisation?	
4	If the Net Zero Target has not been appropriately externally verified, does the supplier commit to an acceptable date by which this will be complete?	
5	Has the supplier committed to providing emissions data based on actual emission factors per unit of product or service by [insert year] (for top [insert target number] priority suppliers) by [insert year] (for all other suppliers) in line with [insert organisation name] Carbon Reduction Plan?	
6	If the supplier cannot commit to providing emissions data based on actual emission factors per unit of product or service by the relevant date above, does the supplier provide an acceptable explanation and an acceptable alternative date?	
7	Does the CRP contain emissions measurement for Scopes 1, 2 according to the GHG Reporting Protocol corporate standard ¹ and using the appropriate government emission conversion factors for GHG reporting? ²	
9	Have scope 3 emissions been reported according to the GHG Reporting Protocol scope 3 standard ³ and is the subset ⁴ in accordance with PPN 06/21 and the Carbon Reduction Schedule?	
8	Where a scope has been omitted, can the supplier provide an acceptable explanation why?	
9	Does the CRP contain reasonable measures that the supplier will be able to take during the contract to reduce carbon emissions?	
10	Has the CRP been published on the supplier's website?	
11	Was the CRP developed/updated with progress more than 12 months ago?	
12	Where the reporting period is more than 12 months from the date of the procurement or annual review date, can the supplier provide an acceptable explanation why?	
	Annual Review criteria only	
13	Has the supplier met emissions reduction targets for all 3 scopes?	
14	Where targets have not been met, are reasonable remediation plans in place, or targets refined with acceptable explanation?	
15	Where targets have not been met and the supplier is unable to remediate alone, are they willing to collaborate with LUPC to agree a remediation plan?	
16	Is the percentage of total emissions offset reducing as per the CRP?	
17	Is sufficient progress being made towards increasing reduction so that offsetting is limited to 10% of emissions?	

¹ <https://ghgprotocol.org/corporate-standard>

² <https://www.gov.uk/government/collections/government-conversion-factors-for-company-reporting>

³ <https://ghgprotocol.org/standards/scope-3-standard>

⁴ [Microsoft Word - PPN 0621 Technical standard for the Completion of Carbon Reduction Plans.docx \(publishing.service.gov.uk\)](#)