CARBON REDUCTION PLAN

NguteDan Care Services Ltd

Provisional first-year estimated baseline

Baseline reporting period	01 January 2026 - 31 December 2026
Publication date	18/11/2026
Net Zero target	2050 at the latest
Next review date	18/11/2027

Important: This document uses an estimated first-year baseline because NDCS has not previously maintained a formal greenhouse-gas inventory. Assumptions are stated openly and should be replaced with measured activity data as records improve. The dates and assumptions are intentionally editable.

1. Commitment to Net Zero

NguteDan Care Services Ltd (NDCS) is committed to achieving Net Zero greenhouse gas emissions by 2050 at the latest. As a healthcare staffing and support business, NDCS has a comparatively light direct operational footprint: the business does not operate company vehicles, does not maintain a conventional office energy supply, and carries out most administrative work remotely and digitally.

The main emissions within NDCS's current operating model arise from employee commuting to client assignments and occasional business travel. NDCS will therefore focus its reduction activity on local workforce deployment, efficient rota planning, digital working and avoiding unnecessary travel.

2. Organisational Boundary and Reporting Approach

This first baseline has been prepared using the operational-control approach and the best information currently available to management. It covers emissions sources that are relevant to NDCS and the five Scope 3 categories commonly required in public-sector Carbon Reduction Plans.

- Scope 1: direct fuel combustion and company-owned/controlled vehicles.
- Scope 2: purchased electricity, heat or steam controlled by NDCS.
- Scope 3: business travel, employee commuting, waste generated in operations, upstream transportation and distribution, and downstream transportation and distribution.

NDCS works primarily from home. Household electricity and heating are not purchased by NDCS and are therefore not included as Scope 2 emissions in this baseline. NDCS does not own or lease company vehicles.

3. Estimated Baseline Emissions

Category	Estimated tCO2e	Basis	Data quality
Scope 1	0.00	No company vehicles; no direct business fuel combustion identified.	High
Scope 2	0.00	No NDCS-controlled office electricity/heat; administrative work is home-based.	High
Scope 3 - Business travel	0.13	One London-Dublin return business trip for two travellers; short-haul air estimate.	Medium
Scope 3 - Employee commuting	3.31	Modelled public-transport commuting for regularly deployed workers; see assumptions below.	Low/estimated
Scope 3 - Waste generated in operations	0.02	Minimal home-office/admin waste; largely digital operations.	Low/estimated
Scope 3 - Upstream transport & distribution	0.00	No material inbound freight/distribution activity identified.	Medium
Scope 3 - Downstream transport & distribution	0.00	NDCS supplies services, not physical goods; no downstream product distribution identified.	High
TOTAL ESTIMATED BASELINE	**3.46**	**Provisional first-year footprint.**	**Estimated**

Estimated total baseline: 3.46 tCO2e. Because employee commuting is modelled rather than measured, the total should be treated as a provisional baseline and refined when NDCS collects actual commuting data.

4. Calculation Assumptions

Business travel

NDCS undertook one business trip to Dublin by air during the reporting year. The estimate assumes two travellers, one return journey each, approximately 464 km each way (about 1,856 passenger-km in total). Applying a short-haul passenger-air factor produces an estimated footprint of approximately 0.13 tCO2e. This is intended as a reasonable baseline estimate and can be updated if booking records provide more precise routing/class information.

Employee commuting

NDCS workers generally travel to client assignments by bus, London Underground and national rail rather than by company vehicle. As NDCS has not historically collected commuting-distance data, the first baseline uses a representative model:

Assumption	Working value	Editable note
Regularly deployed workers	20	Replace with average active headcount if known
Average shifts per week	3	Replace with payroll/timesheet average
Working weeks per year	46	Allows for leave, gaps and variable assignments
Average return commute	20 km	Representative public-transport journey
Blended public-transport factor	0.060 kgCO2e/passenger-km	Approximation reflecting bus/Underground/rail mix
Result	3.31 tCO2e	20 × 3 × 46 × 20 km × 0.060 kgCO2e/pkm

The 0.060 kgCO2e/passenger-km blended factor is a practical first-year approximation. The 2026 UK Government methodology reports 0.06360 kgCO2e/passenger-km for London local buses and materially lower factors for electric rail/light-rail systems; a blended value of 0.060 has therefore been used conservatively for NDCS's mixed public-transport commuting profile.

Waste generated in operations

NDCS is predominantly paper-light and home-based. There is no dedicated office waste stream and most recruitment, compliance, timesheets, invoices and communications are managed digitally. A nominal estimate of 0.02 tCO2e has been included for small amounts of paper, packaging and routine administrative waste. Waste created at client care premises is controlled by the client and is not treated as NDCS operational waste in this estimate.

Upstream and downstream transportation/distribution

NDCS is a service business and does not manufacture, warehouse or distribute physical products. No material inbound freight or downstream product-distribution activity has been identified. These categories are therefore reported as 0.00 tCO2e for the baseline, with the position to be reviewed annually.

5. Carbon Reduction Measures Already in Place

- Local workforce deployment: where possible, workers are allocated close to client services to reduce unnecessary travel.
- Local recruitment: where recurring demand develops in a particular area, NDCS aims to recruit locally rather than routinely moving staff long distances.
- Digital recruitment and compliance: CVs, Right to Work documentation, DBS records, training records, timesheets, invoices and client communications are handled primarily through digital processes.
- Remote administration: management work is predominantly home-based, avoiding a separate permanent office energy footprint.
- Remote meetings: telephone and Microsoft Teams are used where an in-person meeting is not necessary.
- Rota planning and continuity: block bookings and consistent staff allocations are used where possible, reducing repeated mobilisation and unnecessary travel.
- Limited business travel: business trips are infrequent and undertaken only when they add operational value.

6. Future Carbon Reduction Commitments

- Introduce a simple annual commuting survey or capture average travel mode/distance during worker onboarding or periodic compliance reviews.
- Record business travel mileage, rail journeys and flights centrally to improve year-on-year accuracy.
- Continue prioritising local recruitment for recurring client demand, particularly where long-distance travel or accommodation would otherwise be required.
- Review staff deployment patterns quarterly to identify avoidable long-distance assignments.
- Maintain digital-first recruitment, compliance, invoicing and communication processes.
- Review any future office or vehicle arrangements for their carbon impact before committing to them.
- Review suppliers and procurement choices where meaningful environmental alternatives are available.
- Update the Carbon Reduction Plan annually and replace modelled assumptions with actual activity data wherever possible.

7. Reduction Target

NDCS will use this first estimated baseline as the starting point for improved measurement. Because the current footprint is already low in Scope 1 and Scope 2, the principal reduction opportunity is Scope 3 employee commuting and business travel. NDCS will seek to reduce emissions intensity through local recruitment and deployment, while recognising that total emissions can fluctuate as the workforce and client base grow.

The long-term objective is Net Zero by 2050 at the latest. Interim progress will be assessed annually against the baseline and reported transparently, with the methodology refined as higher-quality data becomes available.

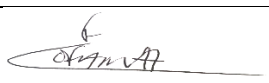
8. Monitoring and Annual Review

Responsibility for monitoring this plan sits with the NDCS management team. At each annual review, NDCS will consider:

- average active workforce and commuting patterns;
- business travel records;
- changes in operating locations or office arrangements;
- waste and procurement practices;
- use of temporary accommodation and long-distance staff deployment;
- progress against local recruitment and digital-working measures; and
- whether updated UK Government greenhouse-gas conversion factors affect the reported footprint.

9. Declaration and Sign-Off

This Carbon Reduction Plan has been prepared for NguteDan Care Services Ltd using the best information currently available. The first-year emissions figures are explicitly identified as estimates where direct activity data was not historically collected. NDCS commits to improving data quality and reviewing this plan at least annually.

Approved by	Fofana Ngute-Daniel
Position	Director
Signature	
Date	18/11/2026
Next review date	18/11/2027

Methodology and Source Note

The baseline uses the UK Government Greenhouse Gas Conversion Factors for Company Reporting 2026 and the accompanying methodology published by the Department for Energy Security and Net Zero. The 2026 methodology reports a short-haul average air-passenger factor of 69.7 gCO2e per passenger-km before distance and radiative-forcing uplifts, and a London local-bus factor of 0.06360 kgCO2e per passenger-km. Where NDCS lacked measured activity data, reasonable and transparent assumptions have been used and identified as estimates.

Source: UK Government, Greenhouse gas reporting: conversion factors 2026 (published 11 June 2026; updated 31 July 2026).