# **Carbon Reduction Plan**

Supplier name: Van Bael & Bellis

Publication date: 4 April 2025

# **Commitment to achieving Net Zero**

Van Bael & Bellis 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: 2019			
Additional Details relating to the Baseline Emissions calculations.			
Baseline year emissions:			
EMISSIONS	TOTAL (tCO <sub>2</sub> e)		
Scope 1	30.80		
Scope 2	42.88 (location-based)		
Scope 3	926.44 (full scope 3)		
<ul> <li>Employee commuting</li> <li>Purchased goods &amp; services</li> <li>Business travel</li> <li>Waste</li> </ul>	56.48 612.53 280.75 24.74		
Total Emissions	1.000.11		

# **Current Emissions Reporting**

Reporting Year: 2024		
EMISSIONS	TOTAL (tCO <sub>2</sub> e)	
Scope 1	10.64	
Scope 2	32.76 (location based)	
Scope 3	867.50 (full scope 3)	
- Employee commuting	36.07	
<ul> <li>Purchased goods &amp; services</li> </ul>	569.65	
- Business travel	250.79	
- Waste	10.98	
Total Emissions	910.89	

# **Emissions reduction targets**

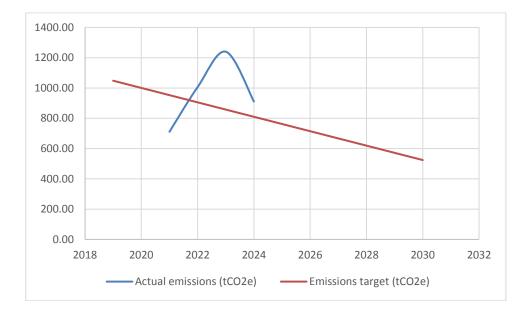
In order to continue our progress to achieving Net Zero, we have adopted the following carbon reduction targets:

- Transition from traditional lighting to energy-efficient LED lights to reduce electricity consumption.
- Implementation of a structured recycling programme for printing toners and other office supplies to minimise waste.
- Offsetting carbon emissions from all business-related travel through verified compensation programmes (via our travel agency).
- Efforts to switch to renewable energy sources for office operations, dependent on building management approval.
- Adoption of recycled materials for office supplies and branded materials to lower environmental impact.
- Requesting proof of sustainability practices from suppliers to ensure responsible sourcing and procurement.

We project that carbon emissions will decrease over the next five years to 500.05 tCO2e by 2030. This is a reduction of 50% compared to a 2019 base year.

We project that emissions will reduce to  $681.88 \text{ tCO}_2 e$  by 2026. This is a reduction of 32% compared to 2019.

Progress against these targets can be seen in the graph below:



## Carbon Reduction: Projected vs. Actual

# **Carbon Reduction Projects**

# **Completed Carbon Reduction Initiatives**

The following environmental management measures and projects have been completed or implemented since the 2019 baseline. The carbon emission reduction achieved by these schemes equate to 324 tCO2e, a 32%ge reduction against the 2019 baseline and the measures will be in effect when performing the contract

In the future we hope to implement further measures such as:

- Select tier 1 suppliers with carbon reduction plans and/or adhering to SBTi.
- Reduce consumption of high-carbon products and services.
- Opt for economy class for long-distance business travel and further reduce travel.
- Promote EV/public transport and bike for commuting of employees.
- Source renewable electricity in all offices that we lease.

# **Declaration and Sign Off**

This Carbon Reduction Plan has been completed in accordance with PPN 06/21 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<sup>1</sup>

and uses the appropriate Government emission conversion factors for greenhouse gas company reporting<sup>2</sup>.

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<sup>3</sup>.

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:

DocuSigned by: Andreas Kindl 4AF8CD560D0C476...

Date: 07-Apr-25 | 9:52 AM CEST

<sup>&</sup>lt;sup>1</sup> <u>https://ghgprotocol.org/corporate-standard</u>

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

<sup>&</sup>lt;sup>3</sup> <u>https://ghgprotocol.org/standards/scope-3-standard</u>

# docusign

#### **Certificate Of Completion**

Envelope Id: 49963176-8AA9-4FCF-B63B-7D357F3FA1F6 Subject: Complete with Docusign: VBB\_Carbon\_Reduction\_Plans\_2024 (002).docx Source Envelope: Document Pages: 4 Signatures: 1 Initials: 0 Certificate Pages: 4 AutoNav: Enabled EnvelopeId Stamping: Enabled Time Zone: (UTC+01:00) Brussels, Copenhagen, Madrid, Paris

#### **Record Tracking**

Status: Original 4/7/2025 9:05:04 AM

#### Signer Events

Andreas Reindl areindl@vbb.com Security Level: Email, Account Authentication (None)

Signature DocuSigned by: Andreas Kindl 4AF8CD560D0C476..

Holder: Charlotte Wojda

cwojda@vbb.com

Signature Adoption: Pre-selected Style Using IP Address: 81.247.180.73

#### Status: Completed

Envelope Originator: Charlotte Wojda Chaussée de la Hulpe 166 Brussels, - None - 1170 cwojda@vbb.com IP Address: 188.118.29.17

Location: DocuSign

#### Timestamp

Sent: 4/7/2025 9:06:21 AM Viewed: 4/7/2025 9:51:50 AM Signed: 4/7/2025 9:52:03 AM

#### **Electronic Record and Signature Disclosure:** Accepted: 2/6/2024 4:35:41 PM

ID: f89005c0-bb96-4fac-b3e7-e4d09fc69910

In Person Signer Events	Signature	Timestamp
Editor Delivery Events	Status	Timestamp
Agent Delivery Events	Status	Timestamp
Intermediary Delivery Events	Status	Timestamp
Certified Delivery Events	Status	Timestamp
Carbon Copy Events	Status	Timestamp
Witness Events	Signature	Timestamp
Notary Events	Signature	Timestamp
Notary Events Envelope Summary Events	Signature Status	Timestamp Timestamps
	-	
Envelope Summary Events	Status	Timestamps
Envelope Summary Events Envelope Sent	Status Hashed/Encrypted	<b>Timestamps</b> 4/7/2025 9:06:21 AM
Envelope Summary Events Envelope Sent Certified Delivered	Status Hashed/Encrypted Security Checked	<b>Timestamps</b> 4/7/2025 9:06:21 AM 4/7/2025 9:51:50 AM
Envelope Summary Events Envelope Sent Certified Delivered Signing Complete	Status Hashed/Encrypted Security Checked Security Checked	Timestamps           4/7/2025 9:06:21 AM           4/7/2025 9:51:50 AM           4/7/2025 9:52:03 AM

## ELECTRONIC RECORD AND SIGNATURE DISCLOSURE

From time to time, Van Bael & Bellis (we, us or Company) may be required by law to provide to you certain written notices or disclosures. Described below are the terms and conditions for providing to you such notices and disclosures electronically through the DocuSign system. Please read the information below carefully and thoroughly, and if you can access this information electronically to your satisfaction and agree to this Electronic Record and Signature Disclosure (ERSD), please confirm your agreement by selecting the check-box next to 'I agree to use electronic records and signatures' before clicking 'CONTINUE' within the DocuSign system.

## **Getting paper copies**

At any time, you may request from us a paper copy of any record provided or made available electronically to you by us. You will have the ability to download and print documents we send to you through the DocuSign system during and immediately after the signing session and, if you elect to create a DocuSign account, you may access the documents for a limited period of time (usually 30 days) after such documents are first sent to you. After such time, if you wish for us to send you paper copies of any such documents from our office to you, you will be charged a \$0.00 per-page fee. You may request delivery of such paper copies from us by following the procedure described below.

## Withdrawing your consent

If you decide to receive notices and disclosures from us electronically, you may at any time change your mind and tell us that thereafter you want to receive required notices and disclosures only in paper format. How you must inform us of your decision to receive future notices and disclosure in paper format and withdraw your consent to receive notices and disclosures electronically is described below.

## Consequences of changing your mind

If you elect to receive required notices and disclosures only in paper format, it will slow the speed at which we can complete certain steps in transactions with you and delivering services to you because we will need first to send the required notices or disclosures to you in paper format, and then wait until we receive back from you your acknowledgment of your receipt of such paper notices or disclosures. Further, you will no longer be able to use the DocuSign system to receive required notices and consents electronically from us or to sign electronically documents from us.

## All notices and disclosures will be sent to you electronically

Unless you tell us otherwise in accordance with the procedures described herein, we will provide electronically to you through the DocuSign system all required notices, disclosures, authorizations, acknowledgements, and other documents that are required to be provided or made available to you during the course of our relationship with you. To reduce the chance of you inadvertently not receiving any notice or disclosure, we prefer to provide all of the required notices and disclosures to you by the same method and to the same address that you have given us. Thus, you can receive all the disclosures and notices electronically or in paper format through the paper mail delivery system. If you do not agree with this process, please let us know as described below. Please also see the paragraph immediately above that describes the consequences of your electing not to receive delivery of the notices and disclosures electronically from us.

## How to contact Van Bael & Bellis:

You may contact us to let us know of your changes as to how we may contact you electronically, to request paper copies of certain information from us, and to withdraw your prior consent to receive notices and disclosures electronically as follows: To contact us by email send messages to: cwojda@vbb.com

#### To advise Van Bael & Bellis of your new email address

To let us know of a change in your email address where we should send notices and disclosures electronically to you, you must send an email message to us at cwojda@vbb.com and in the body of such request you must state: your previous email address, your new email address. We do not require any other information from you to change your email address.

If you created a DocuSign account, you may update it with your new email address through your account preferences.

#### To request paper copies from Van Bael & Bellis

To request delivery from us of paper copies of the notices and disclosures previously provided by us to you electronically, you must send us an email to cwojda@vbb.com and in the body of such request you must state your email address, full name, mailing address, and telephone number. We will bill you for any fees at that time, if any.

#### To withdraw your consent with Van Bael & Bellis

To inform us that you no longer wish to receive future notices and disclosures in electronic format you may:

i. decline to sign a document from within your signing session, and on the subsequent page, select the check-box indicating you wish to withdraw your consent, or you may;

ii. send us an email to cwojda@vbb.com and in the body of such request you must state your email, full name, mailing address, and telephone number. We do not need any other information from you to withdraw consent. The consequences of your withdrawing consent for online documents will be that transactions may take a longer time to process.

## **Required hardware and software**

The minimum system requirements for using the DocuSign system may change over time. The current system requirements are found here: <u>https://support.docusign.com/guides/signer-guide-signing-system-requirements</u>.

### Acknowledging your access and consent to receive and sign documents electronically

To confirm to us that you can access this information electronically, which will be similar to other electronic notices and disclosures that we will provide to you, please confirm that you have read this ERSD, and (i) that you are able to print on paper or electronically save this ERSD for your future reference and access; or (ii) that you are able to email this ERSD to an email address where you will be able to print on paper or save it for your future reference and access. Further, if you consent to receiving notices and disclosures exclusively in electronic format as described herein, then select the check-box next to 'I agree to use electronic records and signatures' before clicking 'CONTINUE' within the DocuSign system.

By selecting the check-box next to 'I agree to use electronic records and signatures', you confirm that:

- You can access and read this Electronic Record and Signature Disclosure; and
- You can print on paper this Electronic Record and Signature Disclosure, or save or send this Electronic Record and Disclosure to a location where you can print it, for future reference and access; and
- Until or unless you notify Van Bael & Bellis as described above, you consent to receive exclusively through electronic means all notices, disclosures, authorizations, acknowledgements, and other documents that are required to be provided or made available to you by Van Bael & Bellis during the course of your relationship with Van Bael & Bellis.