



Calculate

Reduce

Offset

Corporate Greenhouse Gas Inventory

On behalf of Readydebygo Ltd. | 2021 Calendar year

MY CARBON



MyCarbon Formal Notes

Project No.: RDG_GHG_2021

Title: Readydebygo Ltd. Greenhouse Gas Report 2021

Client: Readydebygo Ltd.

Date: 20th January 2022

Reporting Period: From 1st January 2021 to 1st January 2022

Dr. Toby Green

*Co-Found & Director
at MyCarbon*

Toby Green

DATE: 7th February 2022

Mike Greenhough

*Co-Found & Director
at MyCarbon*

Michael Greenhough

DATE: 7th February 2022



Client Formal Notes

Data of appropriate quality to satisfy the goal and scope of the Greenhouse Gas Inventory will be used, inclusive of defining expectations in terms of the five main reporting principals of transparency, relevance, accuracy, consistency, completeness.

Accuracy of a GHG assessment is directly related to the quality of the activity data provided from the client. This primary data representative of activities occurred during the reporting period will always be used where available. In certain circumstances, secondary data in the form of estimates, extrapolations and/or industry averages may be used when primary data is not available. Assessments based largely on secondary data should only be viewed as an estimate of GHG emissions impact, and actual emissions may vary significantly. It should be expected that all clients should aim to improve the proportion of primary data over time.

If Readydebygo Ltd. is satisfied with the information above and the data provided is representative of authentic client activities within the reporting period of the 2021 calendar year, please sign below:

Company Name:

____Readydebygo Ltd.____

Client Representative:

Deby Jackson

Client Signature:





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CORPORATE GREENHOUSE GAS INVENTORY

1 Certificate of Offset Status

1.1 MyCarbon’s dedicated team has analysed the scope and emissions to be offset which are displayed in the certificate table below.

Table 1 | Certification summary of offset status

Organisation:	Readydebygo Ltd.			
Certification of Offset Status:	1.15 tonnes CO ₂ e			
Reporting Period:	2021			
Scope	Emission Source Category	Required or Recommended	Coverage	tCO ₂
1	Direct emissions from operations that are owned or controlled by the reporting company	Yes	Full	0.09
	Direct emissions from owned, leased or directly controlled mobile sources	Yes	Full	0.26
2	Indirect emissions from the generation of purchased electricity, heat, steam or cooling	Yes	Full	0.26
3	Business Travel	N/A	N/A	
	Transportation of good	Yes	Full	0.36
	Purchased goods & services	Yes	Full	0.18
	Waste generated in operations	N/A	N/A	
	Leased assets & capital goods	N/A	N/A	
	Investments & franchises	N/A	N/A	
	Employee commuting & home working	N/A	N/A	
Offset total (tCO₂e)				1.15



2 Introduction

2.1 This is a greenhouse gas (GHG) inventory report for Readydebygo Ltd. for the 2021 fiscal year, produced by MyCarbon a brand owned by Carbon Green Ltd.

Readydebygo Ltd. is a single person business specializing in graphic design and magazine publishing. Readydebygo Ltd. is responsible for the creation and distribution of That Leeds Mag, an advertisement magazine for the city of Leeds, UK.

This report follows the five main reporting principals as outlined by ISO 14064-1:

- Transparency: Address all relevant issues in a factual and coherent manner, based on a clear audit trail. Disclose any relevant assumptions and make appropriate references to the accounting and calculation methodologies and data sources used.
- Relevance: Ensure the GHG inventory appropriately reflects the GHG emissions of the company and serves the decision-making needs of users – both internal and external to the company
- Accuracy: Ensure that the quantification of GHG emissions is systematically neither over nor under actual emissions, as far as can be judged, and that uncertainties are reduced as far as practicable. Achieve sufficient accuracy to enable users to make decisions with reasonable assurance as to the integrity of the reported information.
- Consistency: Use consistent methodologies to allow for meaningful comparisons of emissions over time. Transparently document any changes to the data, inventory boundary, methods, or any other relevant factors in the time series
- Completeness: Account for and report on all GHG emission sources and activities within the chosen inventory boundary. Disclose and justify any specific exclusions

Readydebygo Ltd. has compiled a GHG inventory report for the 2021 fiscal year to better understand their emissions and carbon footprint.

This report presents the findings of this exercise. The report follows the ISO 14064-1 standard entitled *Specification with Guidance at the Organisation Level for Quantification and Reporting of Greenhouse Gas Emissions and Removals*. The report will be made publicly available **thatleedsmag.co.uk**



3 Context

3.1 What is the importance of measuring greenhouse gases (GHGs)?

GHG emissions are contributing to global warming and climate change, which have been recognised as a key sustainable development issue. Many governments through local and international efforts are taking steps to reduce GHG emissions through national policies that include the introduction of emissions trading programs, voluntary programs, carbon or energy taxes, and regulations on energy efficiency and emissions. As a result, companies must be able to understand and manage their GHG risks if they are to ensure long-term success in a competitive business environment, and to be prepared for future national or regional climate policies.

Quantification of GHGs emitted by a business or organisation's activities in the form of a carbon footprint is an important tool used by stakeholders to recognise their impact and take action, often through offsetting activities.

Offsetting is a particular method employed to reduce, remove or prevent the release of GHG emissions into the atmosphere, which can be done through the purchase and retirement of carbon credits. Due to the tight control on carbon credits, retirement of a credit is the only method one can do to offset their carbon footprint. For example, if a business produced 100 tonnes of CO₂, they would need to purchase and retire 100 carbon credits to become carbon neutral.

3.2 Reporting standards

When performing a GHG inventory, these assessments should align with one of two recognised standards for accounting and reporting corporate GHG emissions. The most well-known is the “Greenhouse Gas Protocol – Corporate Accounting and Reporting Standard” (GHG Protocol, 2011) developed in a partnership of the World Business Council for Sustainable Development (WBCSD) and the World Resource Institute (WRI). The International Organization for Standardization (ISO) also produced the ISO 14064 specification series, detailing specification and guidance for the organisation and project levels, as well as for the validation and verification of emissions.

Data supplied by clients is used in GHG assessments, which is quantified into GHG emission estimates by applying relevant and up-to-date emission factor(s) from reputable sources, like DEFRA. An emission factor is a representative value that attempts to relate the quantity of a pollutant released to the atmosphere with an activity associated with the release of that pollutant. Quality and accuracy of emission factors can vary between government publications and scientific research journals, therefore it is best practice to apply emission factors only from reputable sources.



CORPORATE GREENHOUSE GAS INVENTORY

GHG assessments quantify all six Kyoto Protocol GHGs, where applicable, and are measured in terms of tonnes carbon dioxide (CO₂) equivalence, or tCO₂e, where equivalence means having the same warming effect as CO₂ over a period of 100 years. The six Kyoto Protocol gases are CO₂, methane (CH₄), nitrous oxide (N₂O), hydrofluorocarbons (HFCs), sulphur hexafluoride (SF₆) and perfluorocarbons (PFCs). The global warming potential (GWP) of each GHG is presented in Table 2.

Table 2 | GHGs listed in the Kyoto Protocol and their Global Warming Potential (GWP)

Greenhouse Gas	Chemical Formula	GWP (CO ₂ e)
Carbon dioxide	CO ₂	1
Methane	CH ₄	28
Nitrous oxide	N ₂ O	298
Hydro fluorocarbons	HFCs	Depends on gas
Sulphur hexafluoride	SF ₆	22,800
Perfluorinated compounds	PFCs	Depends on gas

3.3 Emissions Scopes

Emission sources can be broken down into three distinct categories called Scopes.

3.3.1 Scope 1

Scope 1 accounts for direct GHG emissions occur from sources that are owned or controlled by the company, for example, emissions from combustion in owned or controlled boilers, furnaces, vehicles, etc.; emissions from chemical production in owned or controlled process equipment.

3.3.2 Scope 2

Scope 2 accounts for GHG emissions from the generation of purchased electricity consumed by the company. Purchased electricity is defined as electricity that is purchased or otherwise brought into the organizational boundary of the company. Scope 2 emissions physically occur at the facility where electricity is generated.

3.3.3 Scope 3

Scope 3 is an optional reporting category that allows for the treatment of all other indirect emissions. Scope 3 emissions are a consequence of the activities of the company but occur from sources not owned or controlled by the company. Some examples of scope 3 activities are extraction and production of purchased materials, transportation of purchased fuels and use of sold products and services.



CORPORATE GREENHOUSE GAS INVENTORY

The GHG Protocol describes the quantification of Scope 1 and 2 as mandatory, whereas Scope 3 emissions are considered optional. Depending on the nature/remit of an organisation, Scope 3 activities can contribute a significant proportion of overall emissions, and therefore to gain a proper understanding of an organisation's GHG emissions it is advisable to include all relevant sources.



4 Methodology

4.1 Emission Factors

The methodologies used to collect and assess the emissions data varied throughout the inventory. The primary methodology used was multiplying GHG activity data by appropriate GHG emission factors. All methodologies were selected based on their ability to provide accurate and consistent results. The use of activity data and emission factors was feasible due to the availability of both accurate activity data and emission factors from reputable organisations.

MyCarbon uses the latest figures from DEFRA and peer reviewed literature for all common emission factors listed in Table 3.

Table 3 | Emission factors used in this assessment

Category	Emission Factor
Natural gas	0.18316 kg CO ₂ e / kWh (DEFRA, 2021)
Company vehicle	0.21049 kg CO ₂ e / mile (DEFRA, 2021)
Electricity	0.21233 kg CO ₂ e / kWh (DEFRA, 2021)
Transport & Distribution	0.38811 kg CO ₂ e / mile (DEFRA, 2021)
Paper	0.142 kg CO ₂ e / £ (MyCarbon, 2021)
Print services	0.142 kg CO ₂ e / £ (MyCarbon, 2021)

4.2 Organisational Boundaries

The GHG Protocol Corporate Standard outlines two approaches for consolidating GHG data—the equity share approach and the control approach—through organisational boundaries. These are boundaries that determine the operations owned or controlled by the reporting company, depending on the consolidation approach taken. In some cases, it may be possible to apply these approaches directly to emissions/removals associated with sequestered atmospheric carbon.

The GHG inventory report covers all Scope 1, 2 and 3 emissions for Readydebygo Ltd. The full organizational carbon footprint is calculated within this report including all offices and leased assets. Within the Scope 3 assessment, the full supply chain for Readydebygo Ltd. is reviewed alongside any indirect emissions required in support of Readydebygo Ltd. 's operations, including employee commuting and waste disposal.



CORPORATE GREENHOUSE GAS INVENTORY

Readydebygo Ltd. has compiled a GHG inventory report for the 2021 fiscal year to better understand their emissions and carbon footprint. The corporate organizational boundaries for the inventory were defined according to the requirements of **clause 4.1 of the ISO 14064-1 standard**. The control approach was used for the consolidation of corporate GHG emissions.

4.3 Identified Emissions and Exclusions

The following emissions were determined to be relevant within the organizational boundaries:

- Natural gas consumption at home
- Company vehicle mileage (supermini / diesel)
- Electricity consumption at home
- Transport & Distribution of That Leeds Mag
- Paper purchased for That Leeds Mag
- Print services purchased for That Leeds Mag

Excluded emissions include small stationary purchases, electricity transport and distribution, office waste, water consumption / waste as well as IT services. These emission sources are deemed to be negligible in comparison with the total carbon footprint and will be incorporated with the +5% buffer as industry standard.

5 Scope 1 Emissions

Category	kg CO ₂ e	kg CO ₂ e +5%
Natural gas	85.0	89.2
Mileage	252.6	265.2
Total	337.6	354.5



5.1 Summary of Scope 1 Emissions

Total Scope 1 emissions for Readydebygo Ltd. equaled 337.6 [354.5] kg CO₂e. Mileage accounts for 75% of total Scope 1 emissions, with the remaining 25% produced from the combustion of natural gas within the home office. The total emissions for mileage and natural gas are 252.6 [265.2] kg CO₂e and 85.0 [89.2] kg CO₂e respectively.



6 Scope 2 Emissions

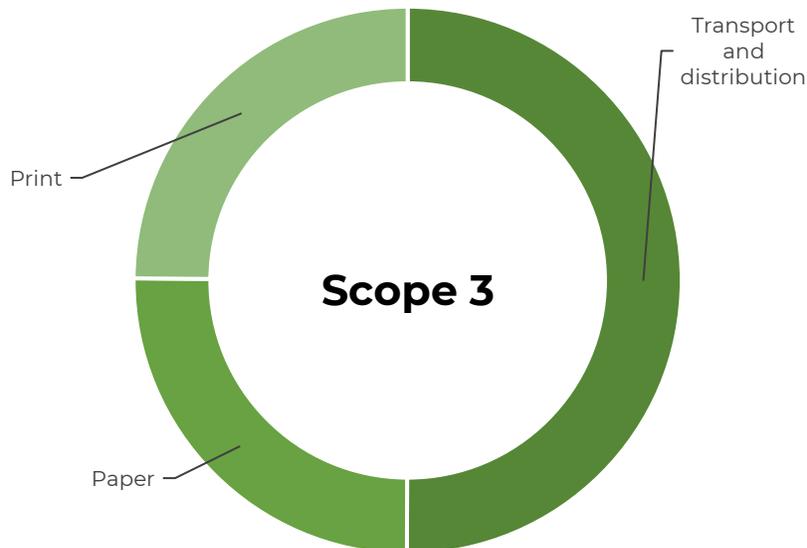
Category	kg CO ₂ e	kg CO ₂ e +5%
Purchased Electricity	248.0	260.4
Total	248.0	260.4

6.1 Summary of Scope 2 Emissions

Purchased electricity was the only source of Scope 2 emissions for Readydebygo Ltd. within the 2021 calendar year. The total Scope 2 emissions for Readydebygo Ltd. for the 2021 calendar year equaled 248.0 kg CO₂e. With a 5% buffer as industry standard, the total Scope 2 emissions equaled 260.4 kg CO₂e.

7 Scope 3 Emissions

Category	kg CO ₂ e	kg CO ₂ e +5%
Transport and distribution	340.0	357.0
Paper	170.4 [0]	178.9 [0]
Print	169.0	177.4
Total	679.4 [509]	713.3 [534.5]



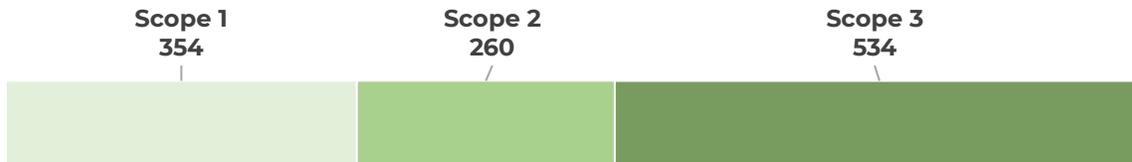
7.1 Summary of Scope 3 Emissions

Total Scope 3 emissions for Readydebygo Ltd. equaled 679.4 [713.3] kg CO₂e. Transport and distribution of That Leeds Mag via a diesel van accounts for 50% of total Scope 3 emissions, with the remaining 50% produced approximately evenly from the purchase of paper and print services.

Paper purchased by Readydebygo Ltd. is from a MyCarbon Carbon Neutral company, the emissions of the paper purchased have already been accounted for an offset by Fusion Paper Ltd. The Scope 3 emissions of Readydebygo Ltd. are therefore reduced to 509 [534.5] kg CO₂e.



8 Emissions Summary



8.1 Summary of All Emissions

The total emissions for Readydebygo Ltd., inclusive of a 5% buffer, for the 2021 calendar year equaled 1,148 kg CO₂e.

Scope 1 emissions resulted in under 31% of total emissions and Scope 2 resulted in 23% of total emissions. 354 and 260 kg CO₂e respectively. Scope 3 made up 47% of total emissions from Readydebygo Ltd., 534 kg CO₂e.



9 Works Cited

- DEFRA. (2021, June 2). *Greenhouse gas reporting: conversion factors 2021*. Retrieved Jan 20, 2022, from GOV.UK:
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