

Carbon Reduction Plan

Supplier name: Epiq Systems Ltd (and its subsidiary, Epiq Europe Ltd)

Publication date: 26 June 2022

Commitment to achieving Net Zero

Epiq 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: 2021	
Additional Details relating to the Baseline Emissions calculations.	
Epiq produces no direct GHG emissions. The company does not own or control any boilers, furnaces or vehicles. The company does not manufacture any products and therefore produces no emissions from chemical production in owned or controlled process equipment. As such, the total for Scope 1 is 0.	
Epiq has not been previously assessed or reported emissions. First reporting period (2021) will be baseline.	
Baseline year emissions:	
EMISSIONS	TOTAL (tCO₂e)
Scope 1	0
Scope 2	2,321 (purchased electricity and heat/gas)
Scope 3 (Included Sources)	109 (business travel, waste generation)
Total Emissions	2,430

Current Emissions Reporting

Reporting Year: 2021 – this is our first year of reporting, thus the current emissions are the same as the baseline emissions.	
EMISSIONS	TOTAL (tCO₂e)
Scope 1	0
Scope 2	2,321 (purchased electricity and heat/gas)
Scope 3 (Included Sources)	109 (business travel, waste generation)
Total Emissions	2,430

Emissions reduction targets

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

We project that carbon emissions will decrease over the next five years to 2,198 tCO₂e by 2026. This is a reduction of 9.5%.

Carbon Reduction Projects

Completed Carbon Reduction Initiatives

The following environmental management measures and projects have been completed or implemented since the 2021 baseline. The carbon emission reduction achieved by these schemes equate to 230 tCO₂e, a 9% reduction against the 2021 baseline, and the measures will be in effect when performing the contract.

Epiq is a signatory to the United Nations Global Compact as of December 2021 and an Early Adopter of the Communication on Progress (COP). The Global Compact encourages participants with to improve policy implementation and increase transparency into achieving Sustainable Development Goals. Our COP meets all minimum requirements and qualifies Epiq for the GC Active level. Our COP, self-assessment, and UK Carbon Reduction Plan are publicly available on the Global Compact website.

Examples of how we are promoting sustainability within our business operations include:

- EpiqTMX & Epiq Forest: To offset our carbon footprint, Epiq, in partnership with Creating Tomorrow's Forests, plants a tree for every client who signs up for our court reporting product called EpiqTMX. For every hard copy bundle that is printed, we are donating money to plant trees or ecosystem habitats as part of the fight against climate change.
- Facility sustainability: Epiq recycles tonnes of paper annually. We also promote energy savings and avoidance of carbon dioxide emissions for specific facility projects through lighting, heating/cooling, carpeting, and commute options.
- Client-site sustainability: Epiq offers environmental-friendly supplies, recycling programmes, energy use and waste management, and alternative print workflows for our onsite engagements.
- Green Teams: Staff work together to achieve environmental goals and reduce the impact of operations. The Epiq Corporate Social Responsibility (CSR) Committee and Green Teams meet regularly to discuss how to increase best practices relating to paper reduction, asset disposal, and energy use, promoting environmental awareness.
- Data Centre Sustainability. Epiq partners with green data centres across the globe to make our energy consumption 100% Green. Renewable Energy Credits we receive comply with Greenpeace's principles of locality, additionality, and sustainability, and are generated by solar farms and hydroelectric plants.
- Epiq's CSR education, training, and awareness continues throughout the year. Epiq won the UN Global Compact Earth Day 2022 Challenge. In April 2022, Epiq called on all employees to complete a 30-minute UN Global Compact Academy E-learning course on Setting Science-Based Targets to Achieve Net-Zero. This course broke down and illustrated the complexities around science-based targets, introduced participants to the SBTi, and guided participants through the process of setting a science-based target in support of a net-zero future. By reaching the highest number of employees completing the training, Epiq has been globally recognised for this achievement.

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

- Epiq is currently reviewing suppliers and proposals for obtaining ISO 14001 certification for all our UK locations.
- By 31 December 2022, Epiq Procurement will complete a Green RFP for environment-friendly suppliers to be included in our approved list of approved eco-friendly suppliers for our supplier base.
- By 31 December 2022, Epiq will be partnering with print solutions and technology equipment recycling suppliers to further develop our sustainable information technology goals.

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 standard¹

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

and uses the appropriate Government emission conversion factors for greenhouse gas company reporting².

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) Standard³.

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:

Kate Stark, Director of Risk and Compliance, Epiq Systems Ltd

Date: 26 June 2022

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

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