



# Emission Reduction Plan - Annual Progress Report

What progress have we made on our targets, goals and planned actions and what is next?

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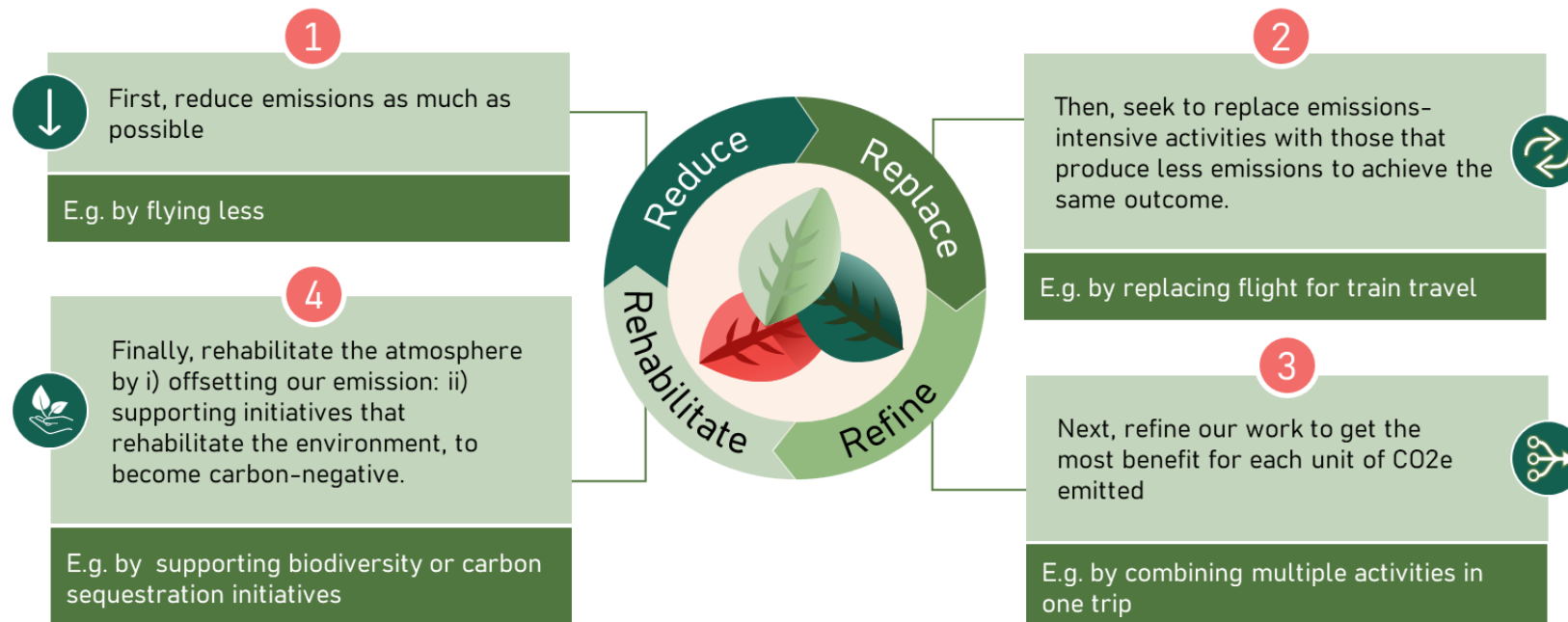
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# Introduction

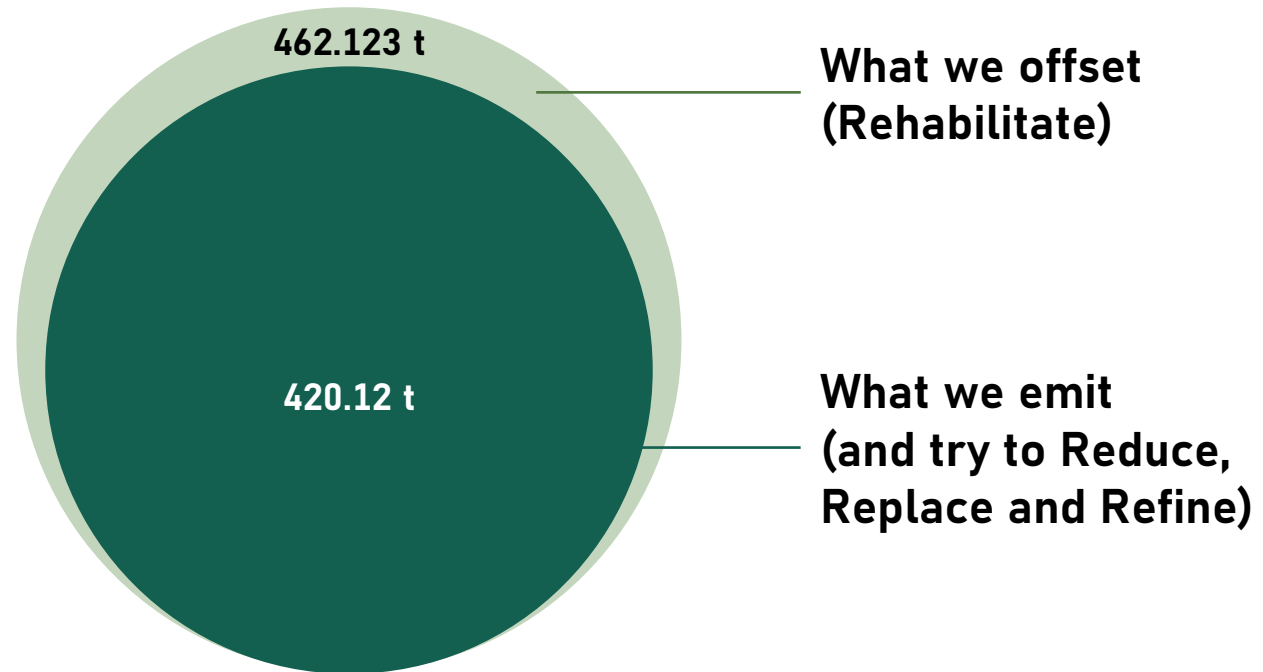
In 2021, Itad became a [Net-Zero company](#). A year later, we published our [Emissions Reduction Plan 2022-2025](#), committing to monitor and steadily reduce our emissions to ultimately reach 'carbon negativity'. To ensure accountability and share learning, Itad will report annually on progress against its goals.

This document is our first yearly update. It answers the question: What progress have we made on our planned actions and targets, and what is next?

Based on the 4R framework (illustrated in the figure below), it follows the same structure as our Emission Reduction Plan, outlining achievements, barriers, learnings, and priorities for the upcoming year against each target.



# Total emissions and total offsetting (2022)\*

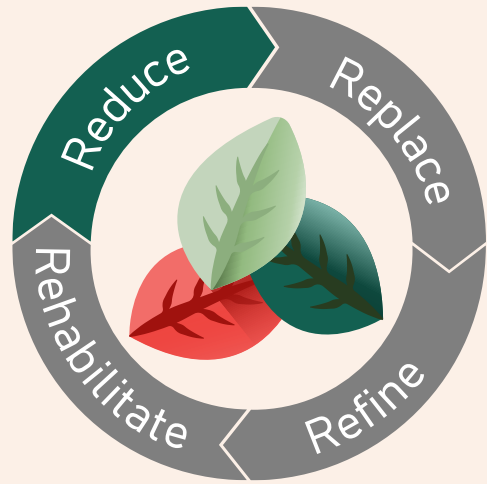


With our carbon offsetting partner, Earthly, we audit our carbon dioxide equivalent (CO<sub>2</sub>e) emissions yearly and offset 110 per cent of them<sup>†</sup>. This, together with our efforts to reduce, replace and refine emissions, ensures that we are truly net-zero.

\* Based on Earthly data in Itad (2022) [Emission Reduction Plan 2022-25](#) Itad: Brighton

<sup>†</sup> The emissions we audit cover business travel, procurement, homeworking, heating, commuting, electricity, waste and water.

# 1



## Reduce

**Under this R, we committed to reducing our emissions as much as possible, by focusing on our main driver of emissions: air travel.**

# “Reduce emissions as much as possible”

## Our targets

- **Company-wide revenue per CO2e tonne:** Reduce the ratio of carbon footprint (CO2e from projects and operations) to our total company revenue (a proxy for company size) by at least 5 per cent from 2019/20 levels each year.
- **Project-level carbon intensity:** We aim for 80 per cent of won bids to be low carbon intensity\* each year. This indicates how many emissions will be incurred through our future portfolio.

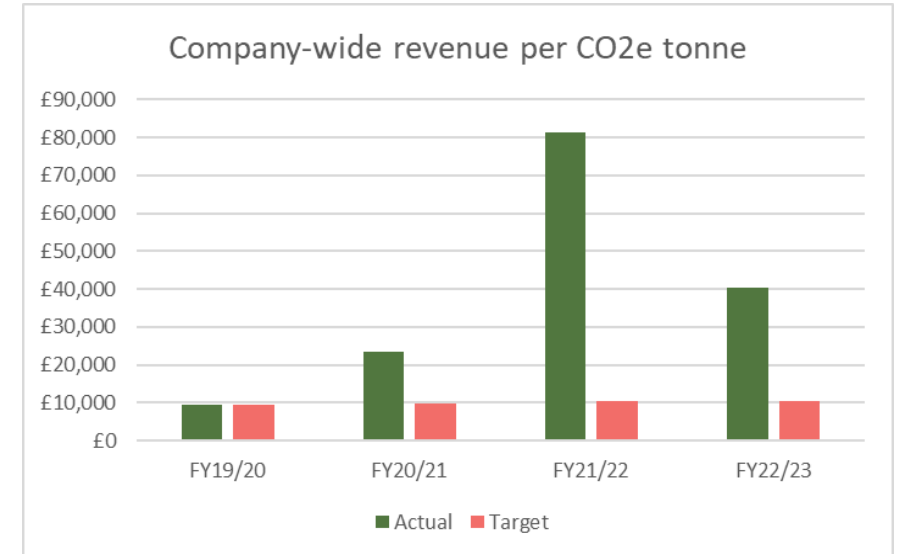
## What is our progress?

At the company level, we are ahead of our target for the last financial year (2022/23) (graph 1). 2020/21 and 2021/22 were both anomalous years due to Covid-related travel restrictions which meant we achieved far beyond our target of revenue per CO2e tonne. In 2022/23, although emissions relative to revenue have increased from the previous year, we are still ahead of our target.

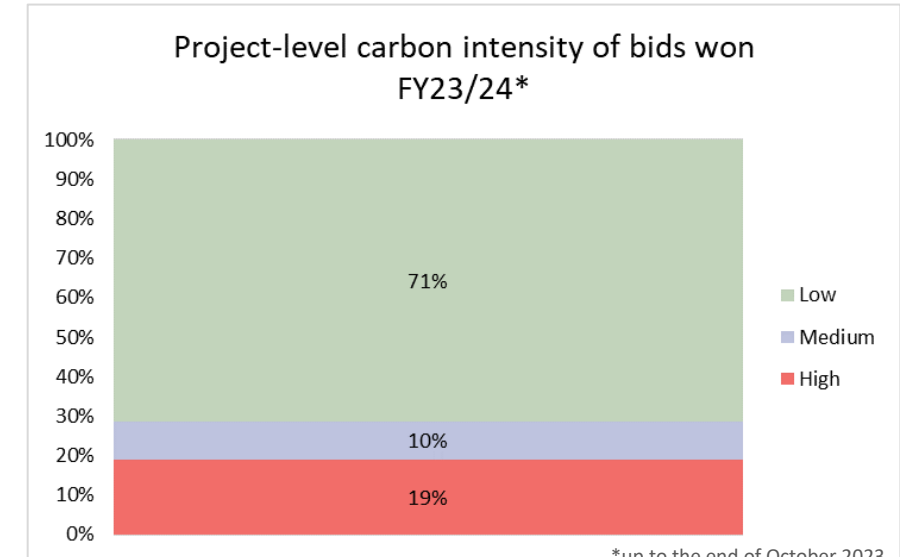
At the project level, we are close to achieving our carbon intensity target, with 71 per cent of our won portfolio at low carbon intensity (graph 2).

We attribute some of these achievements to our internal behaviour change communication activities as well as increased client demand for collaboration with in-country consultants and remote meetings. This change in procurement empowers Itad to reduce travel and engage in more equitable ways of working. Next year, we will build on these successes to continue reducing our company and project-level emissions.

\*We calculate a project’s carbon intensity based on emissions from flights relative to project size.

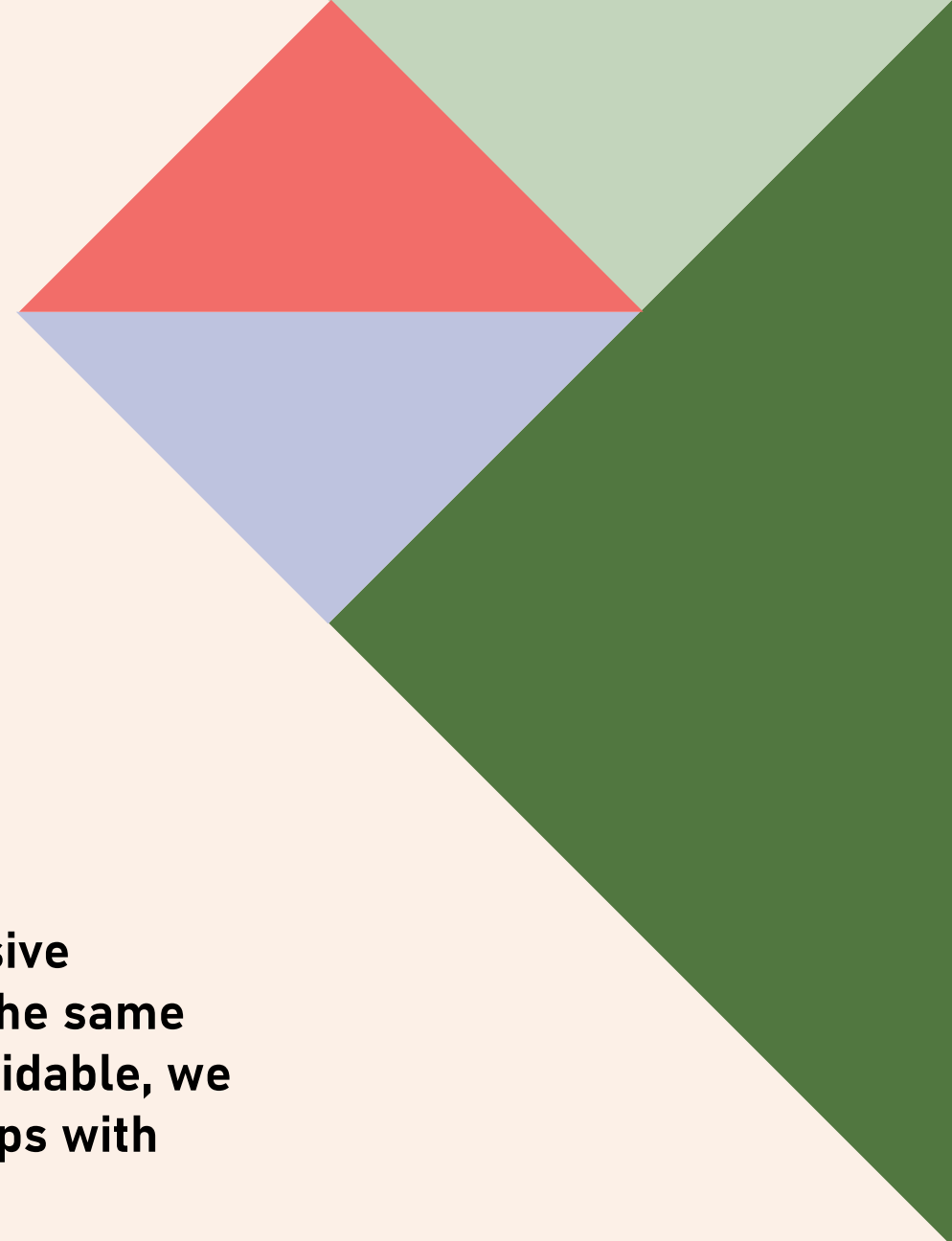
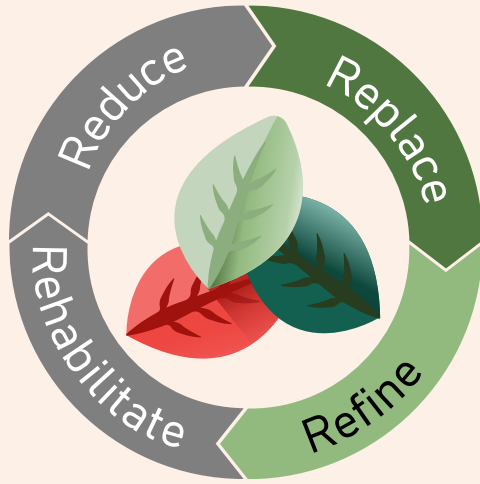


NB: The higher the revenue, the more work being undertaken per CO2e tonne



\*up to the end of October 2023

# 2<sub>&</sub>3



## Replace & Refine

**Under these R's, we committed to replacing emission-intensive activities with ones that produce less emissions to achieve the same outcomes. In addition, we decided that, when travel is unavoidable, we would use that international opportunity to build relationships with local partners, clients, and consultants.**

## A note on behaviour change



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Our commitments on replacing and refining emissions at Itad were largely related to **behaviour change**. There have been company-wide actions and initiatives that work towards this change, but changes in behaviour are **hard to quantify**.



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Behaviour change also **takes time** to fully integrate into company culture and show concrete results.



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Given this, the following section will share some **positive success stories**, and highlight what we need to work on **moving forward** to continue mainstreaming green policies across the company.

# “Replace emission-intensive activities with ones that produce less emissions to achieve the same outcomes”

## Our aims

Increased instances of train travel, remote delivery and collaboration with in-country consultants and partners as alternatives to flying.

## What is our progress?

As planned, we organised a training on Open Data Kit (ODK) to support remote data collection\*. Since it was delivered, two projects – the impact evaluations of Menstrual Hygiene and Health Development for the French Development Agency and the Sustainable Development Goals Partnership for the Dutch Ministry of Foreign Affairs and the Netherlands Enterprise Agency – have used this tool to decrease the need for international travel.

While one of our planned actions included delivering an in-house learning and development course on green projects, we decided

to shift our efforts towards company-wide communications. This included internal guidelines on travelling only when necessary, building on our [Green Project Guidance](#). As a result of these, we have seen increasing examples of:

- Itad staff declining requests for air travel for short meetings, and instead suggesting to hold them remotely.
- Consistent replacement of air travel with train travel to reach mainland Europe (especially The Netherlands). For example, for our Impact Evaluation for the Dutch Centre for the Promotion of Imports from Developing Countries (CBI).

In parallel with ongoing Itad initiatives aimed at ensuring we live our [values](#) of equality, inclusiveness, and collaboration, we have been increasingly partnering with in-country consultants and organisations.

\* [Open Data Kit](#) (ODK) is an open-source mobile data collection platform. It enables users to fill out forms offline and send form data to a server when a connection is found.



# “Get the most benefit for each unit of CO2e emitted”

## Our aims

Increased instances of relationship-building with local partners, clients, and consultants during in-country trips.

## What is our progress?

When we have decided to fly, we have seen increased efforts from consultants to make the most of their travel plans by asking colleagues for other opportunities to connect with independent consultants, partners and clients.

Our recently established Customer Relationship Management (CRM) system also supports our efforts to maximise the number of meetings that can take place in one trip.

## Making the most of trips to international development hubs

This year, two staff members flew to the US and stayed in Washington and New York. The main reason for their travel was to work on a specific project, but they also arranged as many meetings with other Itad partners as possible while in the region to maximise the opportunity. They travelled within the US by train. A similar approach is taken for trips to Geneva, where many of our partners are based.

## Reduce and refine: a new model for our projects

We are noticing a model of project delivery that is occurring more frequently at Itad and combines ‘reducing’ and ‘refining’ strategies. Our learning partnership for A360 Amplify is an example of this.

**Reduce.** While many past projects relied on several people flying from the UK to the countries of project delivery, we are increasingly planning for a reduced number of Itad employees (usually one) to join a team of in-country consultants.

**Refine.** In addition, for multi-year assignments or projects that involve multiple rounds of data collection, travel tends to happen only at the beginning of delivery. This way, travel only happens once and the opportunity for face-to-face time is used to establish clear ways of working, quality standards, and partnerships from the outset.

We believe this is a result of our behaviour change communication on flying less and better, alongside initiatives for equitable working and increased partnership efforts from across the business.

# Replace and Refine: Looking forward



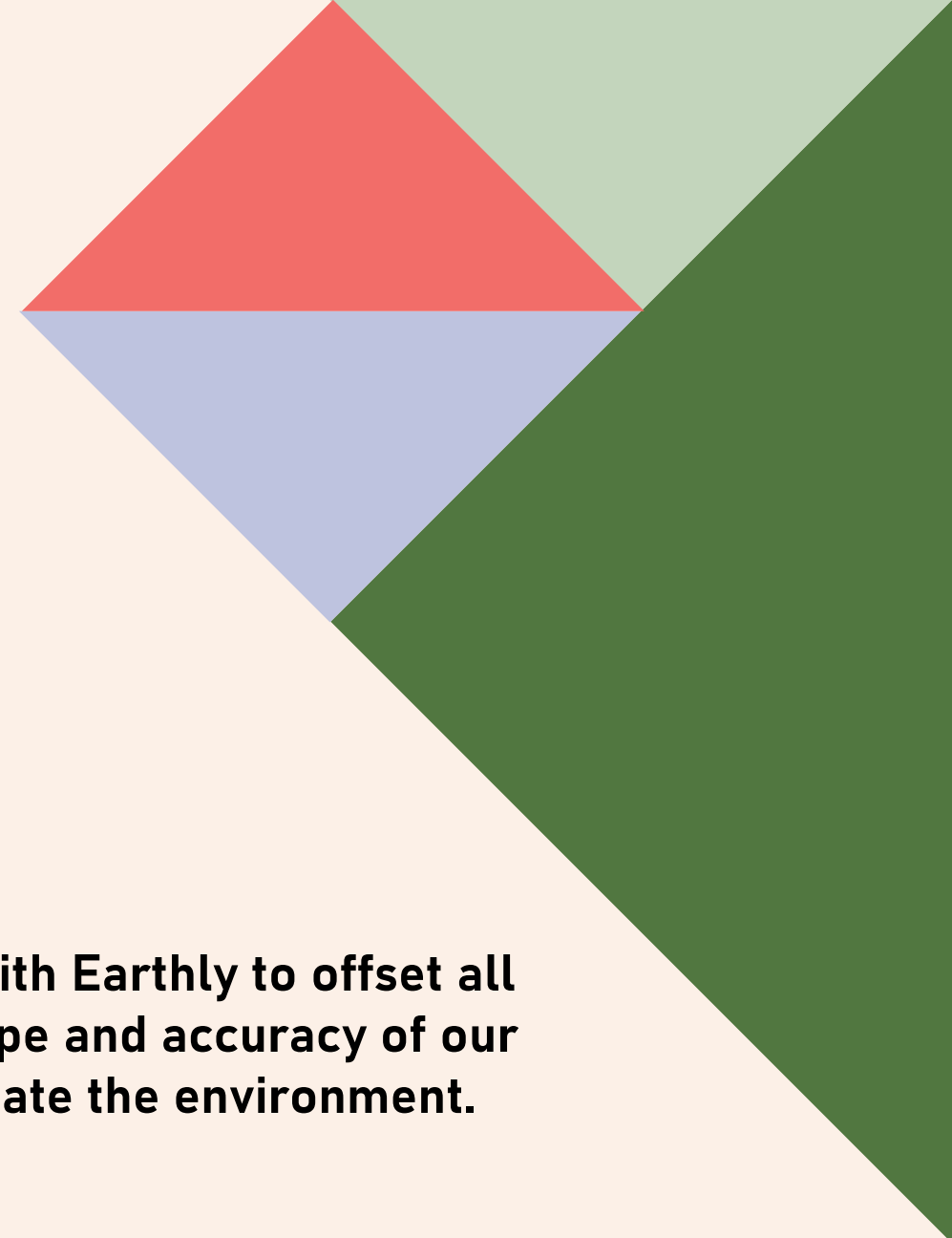
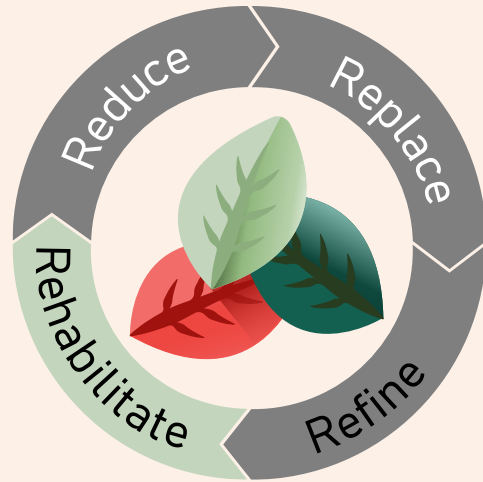
We plan on continuing to sensitise our staff on travelling only when necessary, through internal channels:

- Company meetings
- Company business day
- Internal brown bag lunches (TadTalks)
- Quarterly communications to each practice (team) on the carbon intensity of their projects (a practice KPI)
- Assessing training needs and addressing them, as needed, through training and/or the induction programme for new starters



We want to improve the way we capture success stories of replacing and refining carbon-intensive activities, to better celebrate them and ensure continued buy-in and learning to support our plans to reduce emissions.

# 4



## Rehabilitate

**Under this R, we committed to continuing our partnership with Earthly to offset all remaining hard-to-decarbonise emissions, increase the scope and accuracy of our emission audits, and further support initiatives that rehabilitate the environment.**

# “Increasing the scope and accuracy of our emission audits”

## Our aims

- Review measures for hotel stays, commuting and energy usage from working from home.
- Determine what to measure based on estimates and sense-check those estimates through deep dives.
- Incorporating Scope 3 emissions, including on-the-ground/local travel and travel and hotels booked by sub-contractors.

## What is our progress?

Due to time constraints, we have not yet fully reviewed our measurements and we continue relying on estimates for hotel stays, commuting and energy usage from working from home. However, we have increased the accuracy of measurement for our hotel bookings, office energy and commuting in our latest audit. We have also added additional estimates for some of our in-country travel.

According to best practice we are now prioritizing progressing the accuracy of our Scope 1 & 2 emissions measurement. Significant further work would be needed to comprehensively account for all Scope 3 emissions and we will balance this with efficiency and effectiveness for impact as well as international best practice.

## Informing the Office Move

In October, Itad moved to a new office. The Green Team, in collaboration with staff representatives, provided the Itad Office Move Committee with a set of criteria to ensure the choice of an environmentally conscious office space which was utilized.

One criterion related to the measurement of Scope 1 emissions. In our previous office, Itad's emissions were estimated based on the emissions of the entire building. In our new premises, we have access to precise measurements of our usage, which we can use to inform our reduction and rehabilitation activities.

# “Supporting initiatives that rehabilitate the environment, to become carbon negative”

## Our aims

- Keep offsetting remaining unavoidable emissions produced, which we are doing through our partnership with [Earthly](#) at 110 per cent offset per tonne of CO<sub>2</sub>e.
- Further engage in rehabilitation activities to achieve overall net emissions of less than we are responsible for producing.

## What is our progress?

We are successfully maintaining our partnership with Earthly. Our remaining emissions are offset at a rate of 110 per cent per tonne of CO<sub>2</sub>e through investment in rigorously assessed carbon-credit projects that use nature-based solutions.

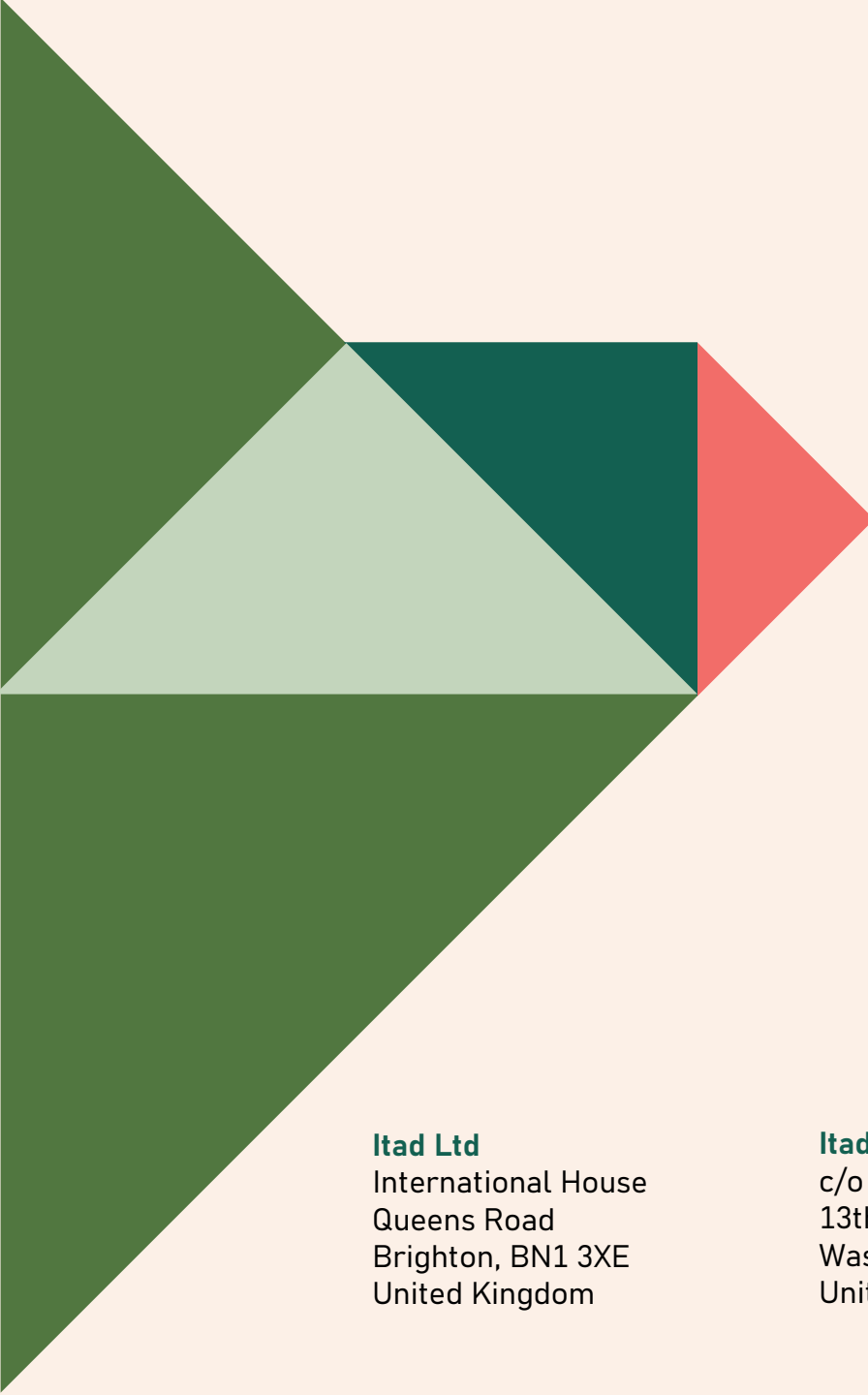
We have not yet initiated any further rehabilitation activities due to time constraints. However, we remain committed to this goal and are planning to explore feasible and impactful projects to engage in.

## Re-framing carbon negativity

We are proud of our efforts to minimize emissions and offset more than we produce (110 per cent). However, in 2022, we also committed to becoming carbon negative.

While researching how to advance our action under this component of our Emission Reduction Plan, we gained a deeper understanding of the risks of working towards being able to claim ‘carbon negativity’. We recognise that true carbon negativity requires direct and active removal of carbon from the atmosphere, which is not feasible for our business model and claiming such could inadvertently contribute to greenwashing practices.

We have thus decided to move away from the term ‘carbon negativity’ and focus our efforts on becoming truly net-zero, by increasing the scope of CO<sub>2</sub>e measurement and our efforts on reduction. We also remain committed to partnering with climate and environmental conservation organisations by offering pro bono monitoring, evaluation and learning services.



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