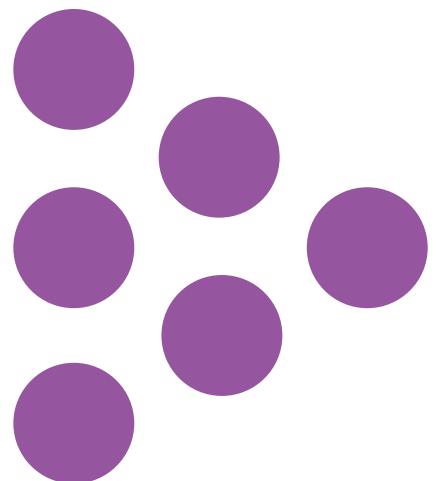

Safety, Health and Environment

Carbon Reduction Plan & Environmental Policy Statement

Version:
Approved by SMT
Review period:

11/12/2025
18/12/2025
12 months



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1 Introduction

For a number of years, NFER has reported carbon emissions within our statutory accounts. This reporting was limited solely to emissions related to our electricity and gas consumption. Our carbon footprint measurement includes Scope 1 (gas and refrigerants), Scope 2 (electricity) and partial Scope 3 emissions (business travel, employee commuting, transportation, distribution and waste). We are reporting on more of our activities in this Plan and so our carbon footprint is higher than the figures reported in our annual accounts, which do not include Scope 3.

This is the fifth year for which we are calculating our carbon footprint, with the footprint for year 2019-20 being set as an appropriate fixed baseline from which to measure our carbon reductions, enabling comparison with pre-pandemic operations.

Our reporting is compliant with the minimum requirements of the Crown Commercial Services framework. However, so that we are reporting more fully on NFER's activities, from year ending March 2024 we now include third-party costs relating to the production and distribution of paper-based assessments and this has been backdated to our baseline year.

We continue to work to improve the quality of data being collected and the process for calculating our footprint will evolve. The impact of changes in the scope and methodology of our reporting will be highlighted, as and when this occurs, and means that the footprint measurement will fluctuate over time.



2 Policy

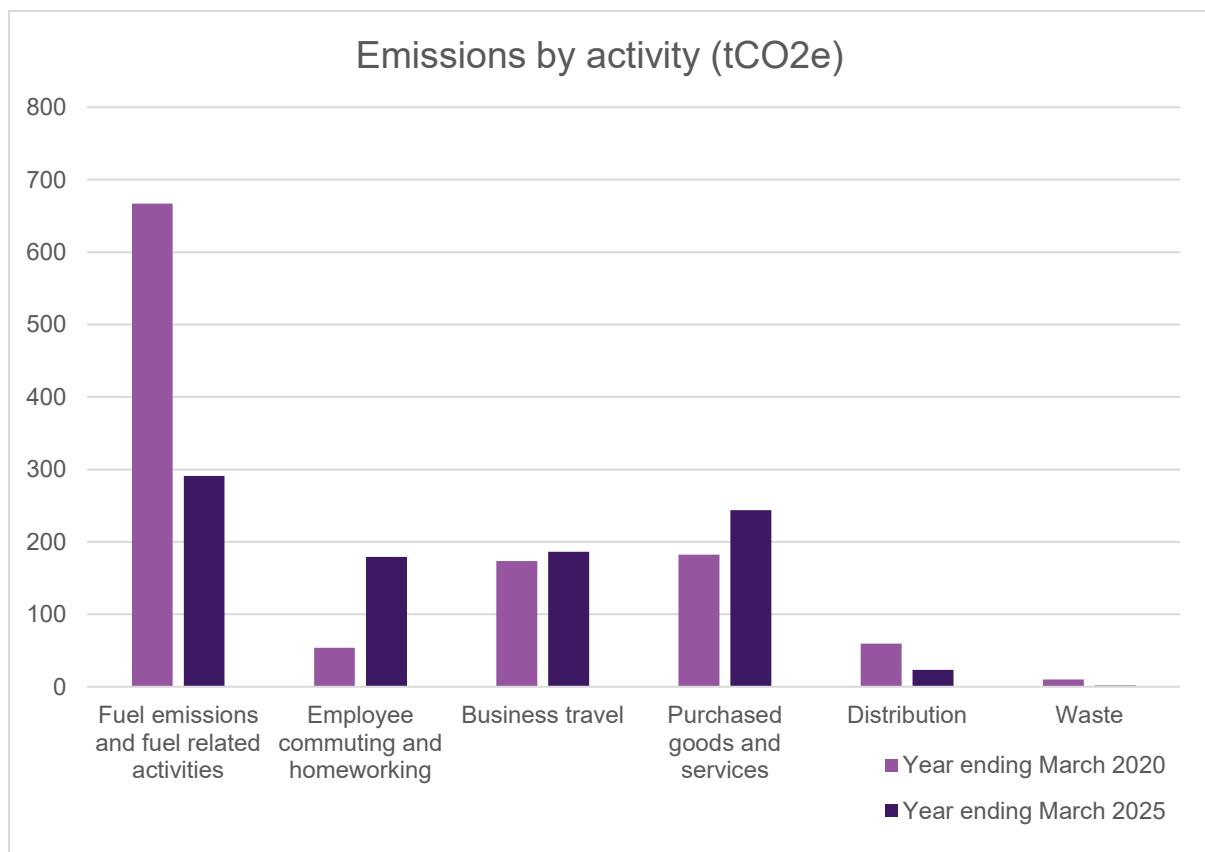
NFER seeks to protect our local environment and minimise the impact of our activities on the wider environment. As part of this, NFER is committed to achieving Net Zero by 2050 at the latest.

Our approach to environmental issues is included within our SHE (Safety, Health and Environment) plans and monitored by our SHE Committee on a regular basis.

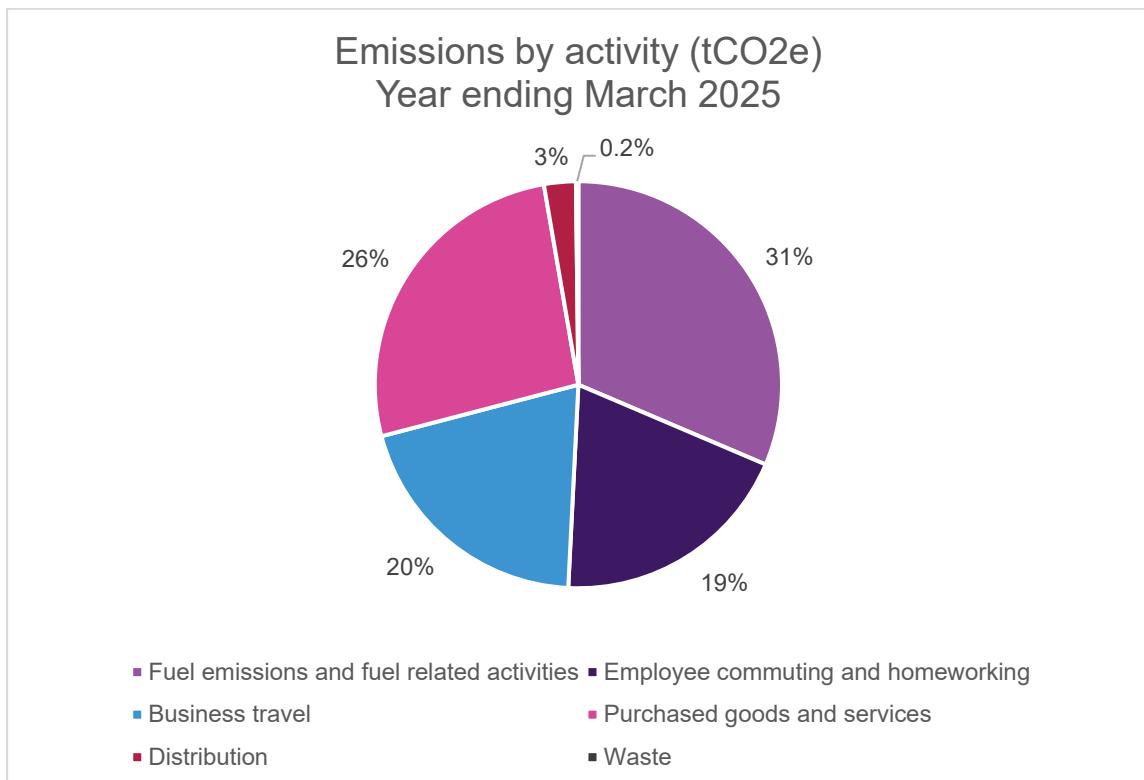
3 Carbon footprint

Scope 3 emissions were expanded from 2024 to include third-party costs relating to the production and distribution of paper-based assessments. This has been backdated to our baseline year meaning that our baseline figures have increased accordingly.

Baseline Year: April 2019 to March 2020		Current reporting year: April 2024 to March 2025	
EMISSIONS	TOTAL (tCO ₂ e)	EMISSIONS	TOTAL (tCO ₂ e)
Scope 1	225.6	Scope 1	82.2
Scope 2	341.4	Scope 2 ¹	74.1
Scope 3 (partial)	579.4	Scope 3 (partial)	772.3
Total Emissions	1146.4	Total Emissions	928.6



¹ The Scope 2 carbon emissions data presented in this Carbon Reduction Plan is aligned with the figures published in NFER's audited Annual Accounts Report. We recognise that there are differences in data collection methodologies between the Annual Accounts and the evolving requirements of the Carbon Reduction Plan. For the current year, consistency with the audited Annual Accounts has been prioritised to ensure accuracy and comparability.



The 2024-25 figures equate to a Carbon Intensity per employee of 3.5 tCO2e based upon an average of 265 employees during the measurement period. Full Scope 3 emissions can be as much as 90% of the overall emissions. Our partial Scope 3 emissions reported account for 78%.

Benchmarking against other organisations is difficult because both business operations and methodologies vary widely.

4 Emissions reduction targets

We have already exceeded our target (set out in our published action plan for 23/24) to reduce scope 1 and 2 emissions to under 215 tCO₂e by 2030. We will take action to continue to reduce our overall emissions to achieve our targets by 2050.

By 2050

- Reduce our total market-based emissions (scope 1, 2 and 3) by at least 90% by 2050.
- Neutralise any residual emissions using verified carbon offsets.

5 Carbon reduction plan

5.1 Completed carbon reduction initiatives

COMPLETED REDUCTION INITIATIVES		
Activity	Complete Date	Scope
Digital payslips and new starter and induction processes moved online	April 2020	3
Single use plastic bottles removed from vending machines	August 2021	3
Proactive management of air conditioning	August 2021	2
Hybrid working practises established, post-pandemic	August 2021	3
NFER investments transferred to sustainable portfolios	July 2022	3
Increased composting of garden waste	August 2022	3
NFER Pension scheme moved to Standard Life, which is committed to net zero targets for its investment portfolios. The default fund has a responsible investment profile.	October 2022	3
Measurement of carbon footprint	December 2022	1,2,3
Building energy audit undertaken	January 2023	1,2
Digital contracting and paperwork and remote test administrator training introduced	February 2023	3
Carbon literacy training for 'champions' to provide guidance and support for carbon reduction planning and delivery.	2023	1,2,3
Identify opportunities to improve building energy efficiency and reduce consumption.	2023	1,2
Independent gas metering installed for The Mere	2024	1
Installed Air Handling Unit motors and fans with energy efficient, variable speed models ² ; installed variable speed fan coil units in Grd Floor West and completed upgrade to Building Management System (BMS).	2024	2
Optimise boiler configuration to reduce gas consumption and data monitoring now available through the BMS.	2025	1
Undertake homeworking and commuting survey to improve data quality ³	2025	3

² Priority action arising from analysis of energy audit to identify improvement opportunities

³ Generic national data previously used which may not accurately reflect NFER activity.

COMPLETED REDUCTION INITIATIVES		
Activity	Complete Date	Scope
Explore opportunities for waste reduction and improve recycling.	2025	3
Extend Scope 3 reporting to include third-party production and distribution of paper-based assessments	2025	3
Improved accuracy and consistency of previous measurements during YE 2025 reporting project.	2025	1,2,3

5.2 Future carbon reduction plans

REDUCTION PLANS			
Activity No.	Activity	Target Year	Category
1	Complete upgrade of LED lighting across Milestone House and Bentley Wing offices	2025 - 2030	Purchased electricity
2	Investigate the viability of upgrading air conditioning systems as units come to end-of-life (or sooner if feasible) to newer, low-emission models.	2025 - 2030	Fugitive Emissions
3	Implement improvements to electricity monitoring and undertake electrical baseload assessment	2026	Stationary combustion Purchased electricity
4	Regularly inspect and maintain equipment to detect and prevent leaks of greenhouse gases from onsite cooling systems.	2026	Fugitive Emissions
5	Implement low-cost energy efficiency measures to reduce the overall amount of energy for electricity and heating consumed at all operational sites. Examples of reduction measures include: <ul style="list-style-type: none"> - Adding heat & solar control reflective window sheets. - Introducing more PIR sensor lighting and aligning sensor times to usage patterns (e.g. 3 minutes for corridors, 20 minutes for working spaces). - Installing timers on sockets/equipment to align with operating periods. 	2026	Stationary Combustion, Purchased Electricity
6	Explore the development of a sustainable procurement strategy.	2026	Procurement

7	Procurement of wholly renewable electricity tariffs for Slough Head Office once existing contracts expire in 2027. This will reduce market-based emissions for Purchased Electricity to zero. (in place)	2027	Stationary combustion Purchased electricity
8	Explore proposals for renewable energy generation through installation of solar panels	2030	Purchased electricity

6 Established arrangements

6.1 Recycling

NFER has well established recycling procedures for paper products, cardboard, fluorescent tubes, batteries, plastic bottles, and toner cartridges. Other items which are not produced in sufficient quantities to warrant a regular recycling scheme are arranged on an occasional basis. This includes metals, LDPE4 plastics and glass.

We also recycle office furniture by using community groups, schools and other end users to whom we may be able to offer unwanted equipment and extended life.

6.2 Energy management

NFER seeks, where possible, to reduce consumption of energy. This is achieved by a combination of the application of technical solutions, principally by exploiting our building management system to control environmental conditions within our buildings, and good consumer practice (i.e. “switch it off” campaigns). We are also investigating the potential cost benefit of generating our own electricity using solar panels on Milestone House.

6.3 Purchasing

NFER seeks to use products that have lower overall environmental impact such as the use of recycled paper or concentrated cleaning products that minimise transport impact. We seek to use local suppliers and contractors where possible.

6.4 Landscape and biodiversity

The NFER Slough offices sit within a 5.5-acre site in a conservation area. Principles for grounds management across the NFER site include minimising water consumption, minimising waste, keeping use of chemicals to a minimum, purchasing sustainable products and taking positive steps to support wildlife and biodiversity.

The site attracts a variety of wildlife, including Muntjac deer and a wide range of birds. Bird feeders are provided during the winter months.

6.5 Products and Services

NFER uses a carbon balanced supplier for printing all paper-based tests and this is promoted by the inclusion of a World Land Trust logo on all printed materials. NFER is investing significantly in e-assessment to enable customers looking to move away from paper tests to do so seamlessly, and also to support an overall reduction in the reliance on paper. NFER also undertakes research with schools on their uses of technology. We offer remote training for contingent workers contributing to contract delivery. Reducing reliance on plastics for holding and packing materials is being explored. All wrapping plastic used is 100% recyclable.

6.6 Travel

NFER seeks to reduce the impact of travel and transport. This includes the use of tele/video conferencing to eliminate some journeys, supporting working from home where appropriate and the use of public transport wherever practicable to travel to business appointments.

NFER supports cycling to work through the provision of facilities as well as a loan (purchase) scheme.

7 Declaration and sign-off

This Carbon Reduction Plan has been completed in accordance with PPN 006 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 standard⁴ and uses the appropriate Government emission conversion factors for greenhouse gas company reporting⁵.

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 Management Plan has been reviewed and approved by the NFER Executive Team.

Christine Kanu, Interim Finance Director, 23 December 2025

⁴ <https://ghgprotocol.org/corporate-standard>

⁵ <https://www.gov.uk/government/collections/government-conversion-factors-for-company-reporting>

³ <https://ghgprotocol.org/corporate-value-chain-scope-3-standard>

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