

Carbon Footprint Management Plan



2022

This Carbon Footprint Management Plan sets out Drukarnia Dimograf commitment to measure, monitor and reduce our carbon footprint over time, continuously lowering our impact on the world's climate.

This CFM plan contains our carbon emission reduction targets as well as an action plan for achieving such reductions over time. Furthermore, the plan evaluate data quality of our carbon emission data and our data collection methods and provides ideas to how this can be improved over time.

Any question may be forwarded to:

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1. Corporate Climate Policy

Bielsko-Biała, 14.10.2020.

Drukarnia Dimograf will take responsibility for our business practices and the CO₂ emissions resulting from our activities. This responsibility will be carried out through the following guidelines:

- Drukarnia Dimograf shall demonstrate best performance and highest commitment to climate change mitigation.
- Drukarnia Dimograf shall work towards a reduction of the annual GHG emission level by avoiding any unnecessary emissions, improving energy efficiency and maintaining climate responsible business practices - hereby improving our corporate carbon footprint.
- Drukarnia Dimograf shall ensure that related business policies, such as the procurement and travel policies, are aligned with intentions listed in this policy statement.
- Drukarnia Dimograf shall identify and act upon areas and practices where reasonable investments can result in significant GHG emission reductions. These shall be described in Drukarnia Dimograf carbon footprint management plan.
- Drukarnia Dimograf will install a system for annual monitoring and reporting of NEPCon's GHG emissions. The monitoring, documentation and reporting system shall be consistent, accurate and transparent, and comply with NEPCon Carbon Footprint Management Standard.
- Drukarnia Dimograf shall communicate consistently and transparently about our climate policy, reduction targets and achievements.
- Drukarnia Dimograf shall put pressure on business partners and clients to demonstrate climate friendly business behaviour.

Krzysztof Kantyka

Executive Vice President

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2. CFM system (Procedures)

Our Carbon Footprint Management system follow NEPCon CFM Standard and is explained in the following:

- I. Subject of analysis: Company and product certification
- II. Justification of base year: 2019 – to gather more complete data
- III. Staff responsibilities:
 - Piotr Kaczmarzyk – sponsor of the entire system;
 - Marek Makuch – data from the accounting system and business travel data;
 - Mateusz Michalak – data from the supply system and from suppliers;
 - Angelika Węgrzyn – data on the transport of products to the customer
 - Małgorzata Babińska – data on employees and waste
- IV. Staff training: Training takes place once a year according to a pre-prepared format of which a proper record is maintained with information on the participants, etc.
- V. Documentation storing: The “CARBON FOOTPRINT MANAGEMENT PLAN” is kept both in hardcopy and electronic forms and is available to interested parties, both internal (employees) and external (auditors, public). The documentation is reviewed annually as part of the internal audit and is kept for 5 years.
- VI. Data collection: Data collection is based on the corporate accounting system and the internal information system (WebKalk). Internal company and employee records are also used where relevant.
- VII. Calculation tools: To calculate the carbon footprint, a tool provided by NEPCon is used (in Excel format) in which the values for the individually monitored data, emissions factors and other data necessary for the calculation are entered.
- VIII. Performance monitoring system: An internal audit is conducted annually which focuses on the assessment of the data input, calculation of the carbon footprint, data quality, data collection and the education of employees.
- IX. Offsetting procedures Offsetting will be used to compensate part of the corporate carbon footprint and to produce Carbon Neutral Products as requested by customers.
- X. The calculators don't include external services due to their very low impact on emissions (less than 1%).

3. Carbon Footprint results

3.1. Base year carbon footprint

3.1.1. Corporate carbon footprint

The baseline for our CFM efforts, calculated in 2019 amounts to:

Total emissions: 19 351 tCO₂e

Intensity terms: 2,28 tCO₂e per tonne of product

Emissions by scope:

Scope: 1	Scope: 2	Scope: 3
136,86 tCO ₂ e	2 607,80 tCO ₂ e	16 043,06 tCO ₂ e

3.1.2. Product Carbon footprint

The baseline for our CFM efforts, calculated in 2019 amounts to:

The product is the book

Format: 165x240 mm, Issued 2 000 pieces

Inside: 256 pages, colours 4+4, paper silk coated paper 90g

Cover: 4 pages, colours 4+4, paper cardboard GC1 250g, matt lamination

Binding PUR

Total carbon footprint: **1,02 kg CO₂e per piece**

Emissions by life cycle stage:



3.2. Subsequent carbon footprint

The carbon footprint will be monitored annually and compared with the carbon footprint of the base year. The company's goal is to reduce the carbon footprint on a year-on-year basis.

Carbon footprint	Base year Carbon Footprint 2019	2020	2021	2022	2023
t CO2e					
Corporate CF	19 351	21 479	15 548	15 400	15 250
Corporate CF per tonne of product	2,28	2,22	1,56	1,54	1,525
kg CO2e					
Product CF per kg of typical product	2,09	2,19	1,84	1,82	1,80
Product CF per piece of typical product	1,02	1,09	0,90	0,89	0,88



4. Reducing our carbon footprint

4.1. Reduction targets

Drukarnia Dimograf is committed to lower our climate impact by setting ambitious but realistic emission reduction targets. These targets represent a planning tool to drive carbon emission reductions across the organisation.

Besides serving to mitigate climate change, these targets helps reduce the business and reputational risk associated with the climate challenge, helps achieve cost savings, stimulates organisational innovation and prepares the organisation for any future mandatory emission reporting requirements and regulation.

Target	
1	Purchase of green electricity - 100% green energy from 2021
2	Electricity savings – replacement of lighting with LED lamps (years 2020 -2021)
3	Reducing the amount of waste paper per tonne of product

4.2. Action plan for reduction

Drukarnia Dimograf will make a real and committed effort to lower the carbon emissions from our business activities including the following actions:

Action Plan		Effect on Carbon footprint results
1	100% purchase of green electricity	2 629 494 kg CO ₂ e reduction (2021)
2	Purchase of printing machines enabling the reduction of waste paper	Reduction of waste paper per tonne of product

5. Offsetting our carbon footprint

5.1. Offset targets

Drukarnia Dimograf is committed to compensate partly/fully for our carbon emission related to our corporation/product. Carbon credits represent a strong method to mitigate carbon emissions outside of our organisation and provide interesting carbon uptake projects that align well with our mission.

Carbon credits are purchased from pre-approved suppliers and follow the principles for offsetting set up in NEPCo's CFM standard Annex IV.

Target	
1	Offering CO2 neutral products on customer's orders

6. Data quality evaluation

6.1. Data quality registration

In order to monitor and improve data quality over time, Drukarnia Dimograf provide qualitative/quantitative data quality assessment throughout our CFM system, including our activity data, data allocations, recalculations estimations and assumptions as well as emission factors applied. Data quality is assessed based on completeness, timely, geographical and technological representativeness.

6.2. Data quality evaluation

Drukarnia Dimograf is attempting to use mainly actual and accurate data input. This includes providing primary data for all activities under our control - and as a minimum all scope 1 and 2 emissions - obtained from bills, mileage and annual or monthly meter readings. Scope 3 may have to be estimated or allocated from emission data provided in another format.

	ACTIVITY	SCOPE	DATA TYPE	
			Primary (exact)	Secondary (calculated,estimated)
1	FUEL USE IN OWN PRODUCTION	1	X	
2	FUEL USE IN OWNED OR LEASED VEHICLES	1	X	
3	ELECTRICITY & HEATING	2	X	
4	TRANSPORT OF PRODUCTS	3		X
5	TRANSPORT OF INPUT MATERIAL	3		X
6	BUSINESS TRIPS	3	X	
7	STAFF COMMUTING	3		X
8	WASTE	3	X	
9	PURCHASED MATERIAL	3	X	
10	HOTEL STAYS	3	X	

6.3. Improving data quality over time

Drukarnia Dimograf is committed to improve the data collected and used in our carbon footprint calculation over time, to ensure the most accurate result of the carbon footprint and demonstrated reductions. Hence; we will take measures to secure the highest quality of data within and outside of our organizational boundaries including following best practice, using recent updated resources and making effort to use primary rather than secondary data. These efforts include the following actions:

- a) **Primary data** – ensure continuous data recording by responsible employees and corroborate it with the respective documents;
- b) **Data collection** – regularly submit the collected data to the person responsible for the calculation. This person is responsible for the quality and the accuracy of the data;
- c) **Calculation** – endeavour to improve the calculation procedure;
- d) **Emissions factors** – regularly improve the emissions factors;
- e) **Allocation** – endeavour to limit the extent to which estimations and recalculations are made.

	Action Plan	Effect on Carbon footprint results
1	Refinement of emissions factors for individual items of input material	Refinement of calculation of corporate and product CFs
2	Refinement of input data related to specific emission sources	Refinement of calculation of corporate and product CFs