

1. Introduction

TFT is an independent property consultancy that places the current and future wellbeing of people and the performance of buildings at the heart of everything we do.

2. Operational intent and practice

3. To integrate sustainability considerations into our business decisions.
4. To ensure that staff are aware of our Sustainability Policy and are committed to implementing it.
5. To minimise the impact of our office practices and transportation activities.
6. To make clients and suppliers aware of our Sustainability Policy, and encourage them to adopt sound sustainable management practices.
7. To annually review, and continually strive to improve our sustainability performance through our ISO 14001 approaches
8. Significant investment has been made in the last 3 years to enable flexibility of work locations to achieve :
 - Avoiding travel where alternatives are available and practical, such as Zoom and Teams, whilst still having a balance of face to face contact when appropriate.
 - Reduced need for staff to travel by supporting & equipping alternative working arrangements, including home working, flexible hours etc.
9. In addition we have in place the following behaviours and practices :
 - Minimal use of paper and office consumables, by educating people how to use alternatives
 - Recycling of office wastepaper, computer supplies and redundant equipment.
 - Reduced energy consumption by purchasing energy efficient equipment, optimum lighting design and good housekeeping.
 - Paper products are source from well-managed, sustainable sources and are Forest Stewardship Council (FSC) certified
 - “Virtualisation” technology impacting our 7 offices to ensure that energy consumption is minimised by reducing the amount of physical machines required to hold IT solutions.

Our internal sustainability team collaborate with the operations team to help provide ongoing review and best practice guidance internally and externally.

Signed

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C Keates Lewis, HR & Operations Partner

March 2021