

# TALKING NEWS FEDERATION

## Environmental Policy

### Introduction

The Talking News Federation (TNF) is committed to promoting the reduction of waste and to improving quality of life. TNF members will be encouraged to follow the same principles.

### Principles

The principles of the Environmental Policy are:

- to comply with, and exceed where possible, all applicable legislation, regulations and codes of practice
- to ensure that TNF members are aware of the policy and are encouraged to follow it
- to follow simple, effective measures to avoid waste
- to review and continually strive to improve performance to achieve these principles

### Travel and meetings

TNF members will not travel to meetings unless it is absolutely necessary and will use the most and best economic and environmental option. TNF members should always consider the option to car share. Other resources will be used for necessary communication purposes where possible, i.e. email or teleconferencing.

Members will also strive to make efficient use of time and arrange suitable venues to avoid excessive or multiple trips. People should, when appropriate, be encouraged to avoid travel altogether, and work from their homes.

### Purchase and use of equipment

TNF will:

- re-use and recycle where possible
- only print something if it is necessary, and in most cases use both sides of paper
- use energy efficient equipment and follow good housekeeping rules (ie. turn lights off)
- make sure that others working for TNF follow these practices wherever possible.

This policy was agreed by the Committee on 6 February 2021.