

# Sustainability & Folks

In the event industry and corporate travel sector, sustainability touches many aspects. The first we think of is ecology. The environmental impact of an event will never be zero, but there are a great deal of actions that can be taken to reduce and compensate for the emissions it produces.

## Providing the adequate support to achieve your sustainable goals

At Folks, our aim is to provide our clients with the adequate support to achieve their sustainable goals when it comes to travel and event matters. To do this, we offer personalized guidance based on their needs.

Our objective is common: being able to measure the sustainability impact of the project and reduce our collective carbon footprint.

By partnering with the Ecological Entrepreneur, we developed a self-made calculation tool capable of provisioning the compensation expenses related to each event or travel. When it comes to choosing how these compensations are made, we propose a panel of projects to collaborate on, selectable by values and objectives. All offer a concrete sustainable impact, locally or abroad.

In addition to this, we have specific policies in place for event and travel planning and our life at the office.

Each Folks employee commits to reinforce our sustainable policies internally while working on your events and corporate travels. We make conscious efforts to take environmental responsibility and contribute to the global goal in creating a more sustainable future.

If you have any questions about our sustainability initiatives, feel free to contact us!

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# Event Policy

## VENUES & ACCOMMODATION

### Accessibility:

We recommend our clients to choose a venue according to the soft mobility options accessible nearby.

### Prioritize sustainable options:

We recommend venues that are committed to sustainability presenting a green label and/or a relevant sustainable policy.

### Proximity to destinations:

We recommend accommodation located within walking distance of the meeting locations or located near public transportation hubs, reducing the need for additional transportation.

## LOCAL TRANSPORTATION

### Program:

We always advise our clients on the schedule of the event to avoid peak hours and the relative ecological damage.

### Collective means of transportation:

We recommend our clients to organize collective means of transportation for the participants to get to the event venue (coaches, shuttles, carpooling, etc.).

### Participants awareness:

We recommend our clients to share a sensibilization campaign informing the participants on the soft mobility options available to get to the event venue.

### Travel emissions offsetting:

For every event we organize, we propose to track the travel emissions of the participants to compensate them.

### Online streaming:

When evaluating event requests, the option of complementary online streaming is explored to extend the number of participants (without increasing the catering and travel expenses).

# Event Policy

## FURNITURE, TECHNICAL MATERIAL & DECORATION

### Existing material:

We always ask our clients if they possess material we can use at the event before thinking about producing new items.

### Sustainable production:

When producing new materials for our events, we always assess the offer of recycled resources and the end-of-life options, promoting the donation to associations, the upcycling or the recycling of it. Whenever possible, we prioritize providers with relevant sustainable practices.

### Renting policy:

We always think about renting before we buy any items for the events that we organize.

### Quality of the material:

We use energy-efficient equipment as much as possible for the events that we organize.

### Local economies:

We support local economies and reduce transportation carbon emissions by choosing local providers of services.

## FOOD & BEVERAGES

### Local provider:

We always recommend our clients to choose catering services in the city where the event is held to minimize travel distance.

### Sustainable provider:

We recommend our clients to choose catering services that are committed to sustainability, presenting a green label and/or a relevant sustainable policy.

### Diversified menus:

We recommend our clients to offer a diversified menu at the event, including all dietary requirements. We always display the list of allergens of each dish.

# Event Policy

## Quality of the menu:

We recommend our clients to choose a seasonal menu promoting fresh and local products. Whenever feasible, we encourage them to keep the number of options provided to the minimum to avoid waste, remove unsustainable products from the menu and offer more vegetarian and organic options.

## Water:

We always recommend our clients to provide tap water fountains, returnable bottles of water or pitchers on events.

## **ACTIVITIES & EXPERIENCES**

### Local economy:

We recommend our clients to choose activities supporting the local economy.

### Sustainable activities:

We aim to organize activities making participants aware of eco-responsibility and environmental issues rather than activities directly linked to unsustainable practices.

## **GOODIES**

### No goodies option :

Whenever feasible, we avoid offering goodies on events to reduce to zero those costs and carbon emissions.

### Quantities:

We always reduce the quantities of objects produced by incorporating the forecast of no-shows.

### Quality of the goodies:

Whenever feasible, we suggest local and handcrafted products over items not respecting environmental and social standards.

### Dematerialization:

We suggest alternatives to goodies such as donations for social and/or ecological purposes.

# Event Policy

## WASTE MANAGEMENT

### Digital:

We propose digital means of communication on the events that we organize (invitation, travel documents, signage, program, floor map, etc.)

### End-of-life situation:

We pay attention to the end of life of the material we produce, promoting the donation to associations, the upcycling or the recycling of it.

### No single-use item:

We suggest reusable items when we produce event material (eg: badges, notepads, pencils, etc.)

### Food donation:

We encourage our clients to donate the potential excess food produced for their events. When feasible, we anticipate all actions and logistical arrangements for the collection and recovery of uneaten meals with competent associations.

### Waste sorting:

We tackle waste sorting on events by proposing several options to our clients: clear visual signage, a dedicated space for waste sorting management and garbage evacuation through an eco-responsible provider.

## OFFSETTING

### Calculation and compensation:

For every event that we organize, we propose to compensate for its carbon emissions. Based on the calculation tool we set up with the Ecological Entrepreneur, we can anticipate the needed donation allowing to cover fully or partially the carbon emissions of an event. We propose a panel of collaborative projects, selectable by values and objectives. All offer a concrete sustainable impact, locally or abroad.

# Event Policy

## **SOCIAL**

### Gender mainstream:

We always promote diversity in the human resources we hire at events (stewards, waiters, speakers, animators, etc.).

### Social integration:

Whenever feasible, we collaborate with associations working in social integration and/or education services to bring their support to the event.

## **REPORTING**

### Feedback and improvement:

We provide feedback on our experiences, including suggestions to improve sustainability in event management.

# Travel Policy

Our travel policy includes the CSR principles detailed in our Events Policy.

## DESTINATION

### City consideration:

We recommend our clients to choose green cities and we conduct thorough research on the sustainability policies and development of the potential destinations.

### Travel distance:

We encourage our clients to choose a local, national, or bordering country destination to minimize the travel distance of the participants.

### Accessibility:

We recommend destinations that are easily accessible and offer soft means of transportation within the city.

### Period:

We contribute to the prevention of mass tourism by recommending our clients to avoid busy periods and destinations that are too touristic.

## LONG DISTANCE TRANSPORTATION

### Prioritize sustainable means of transportation:

When available, we recommend our clients to choose sustainable means of transportation such as train, bus, or other public transport options over air travel.

### Flight considerations:

When air travel is necessary, we opt for eco-responsible companies and direct flights to minimize carbon emissions associated with take-offs and landings.

### Travel class:

Economy class is preferred, considering that higher seating density reduces individual carbon footprints.

### Offsetting consideration:

For all travel bookings, we track carbon emissions data and calculate the emissions compensation that can be made.

# Travel Policy

## LOCAL TRANSPORTATION

### Prioritize sustainable means of transportation:

We recommend our clients to use public transportation, such as buses, trams and metros and/or collective means of transportation such as carpooling and shuttles, reducing the number of vehicles as much as possible.

### Electric or hybrid vehicles:

When renting vehicles, we consider selecting electric or hybrid vehicles.

### Travel efficiency:

We plan trips efficiently, combining multiple meetings and activities within the same geographical area to minimize the number of trips required.

## ACCOMMODATION

### Proximity to destinations:

We recommend our clients select accommodation within walking distance of the meeting location or allowing the use of public transportation.

### Type of accommodation:

We recommend accommodations that are committed to sustainability, presenting a green label or a sustainability policy.

## ACTIVITIES & EXPERIENCES

### Support local communities:

We support local economies by choosing locally owned restaurants, shops, cultural activities and service providers that prioritize sustainable practices.

### Sustainable activity:

We aim to organize activities making participants aware of eco-responsibility and environmental issues rather than activities directly linked to unsustainable practices

## REPORTING

### Feedback and improvement:

We provide feedback on our travel experiences, including suggestions for further improvements to promote sustainability in travel arrangements.



# Internal Policy

## TRANSPORTATION

### Commuting:

Whenever feasible, while going to the office, a meeting or external activity, we favor carpooling, public transport and low emission means of transportation such as walking, biking, etc.

## ENERGY CONSUMPTION

### Awareness:

Our teams are trained in data management and low energy consumption of IT devices. They know how to manage effectively the storage and the charging of their devices.

## FOOD & BEVERAGES

### Supporting local economy:

We share a list of local suppliers to our teams for buying lunch within walking distance. We always try to group our orders to reduce the number of deliveries.

### Sustainable eating:

When delivering food for our internal meetings and events, we opt for local suppliers and biological food. We always buy appropriate quantities (no overstock).

## WELL-BEING

### Socialization:

We organize various internal events and gatherings to foster a positive and fun atmosphere and ensure the well-being within our teams. Every month, teams are updated on company news, creative ideas, new partners, and more. Additionally, we hold an annual team-building event and celebrate each team member's birthday.