

Business Energy Conservation Policy

Radiant Financial Group

August 2025



For your brighter future

What (Policy Statement)

We are committed to reducing our energy consumption across all facets of our operations—whether in our offices, during travel, or for staff working remotely. This policy outlines how we will actively manage and reduce our energy use to improve sustainability, cut operational costs, and support our corporate responsibility goals.

Why (Purpose and Rationale)

Energy conservation is essential for:

- Reducing our environmental impact and carbon footprint
- Lowering operational costs and increasing efficiency
- Complying with regulatory requirements and aligning with industry best practices
- Demonstrating our commitment to sustainability to clients, partners, and employees
- Supporting a healthier work environment and responsible business conduct



How (Implementation Measures)

Office-Based Measures:

- Air conditioning units to be operated on timers or smart thermostats where possible and set to optimal energy-efficient temperatures (e.g., 24°C for cooling).
- Lights should be turned off in unused meeting rooms, kitchens, and toilets. Automatic motion sensors to be installed where practical.
- Water coolers and shared appliances to be switched off outside office hours unless required for health or safety.
- Staff should be encouraged to power down equipment (PCs, monitors, chargers) at the end of each working day.
- Use energy-efficient LED lighting across all locations.
- Offices should be fitted with energy consumption meters where possible to monitor and track usage.

Remote Working Measures:

- Guidelines and education have been produced for home workers to reduce their own energy use (e.g., natural lighting, equipment shutdowns).
- Encourage energy-efficient home office setups and consider incentives or education on sustainable home practices.

Travel & Client Visit Measures:

- Encourage use of public transport where feasible.
- Promote route planning to reduce mileage.
- Encourage hybrid client meetings (virtual + physical) where appropriate to reduce travel frequency.

Technology and Procurement:

- Purchase energy-efficient devices and office equipment.
- Maintain IT systems regularly for optimal efficiency.



When (Application Timeline)

- Policy effective from 01 August 2025
- Review of implementation and impact to take place half yearly to update and monitor progress.
- Annual policy review to align with changing technologies, regulations, or operational needs.

Where (Scope of Application)

This policy applies to:

- All leased offices nationwide
- All employees working remotely or in hybrid settings
- Any business-related travel and client visits
- All contractors and service providers operating within company premises

How Much (Targets and Monitoring)

- Aim to **reduce overall office energy usage by 15%** over the next 12 months.
- Each office will have an energy consumption baseline established by Q4 of the current year.

Employee Responsibilities

- Follow the energy-saving guidelines relevant to their work environment
- Report faults or opportunities to improve energy efficiency
- Engage in training and awareness initiatives as they are rolled out



To find out more call us on
01858 469910, email us at
hello@radiantfinancial.co.uk
or visit our website
www.radiantfinancialgroup.co.uk



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