



Help us make sure that we we have the right contacts across our supplier base

We hope this communication finds you and your business in a good place to continue supporting Mitie as a supplier, as we head towards the easing of lockdowns.

Further to the recent acquisition of InterserveFM, Mitie is going through a significant period of change across the whole organisation, with a number of large transformation programmes in play, many of which will improve the way we work and communicate with you, our supply base.

One of the key projects underpinning our Transformation Programme across Mitie Technical Services is Project Forte. Many of you may be aware of Project Forte, and some of you will have already supported Mitie with supplying data required to test our future systems. This project will make our services become more predictable, trackable, frictionless, user-friendly, technology-led and fundamentally always working.

We are now at the stage where we want to start a more detailed engagement with all our suppliers, raising awareness of what we are doing and explaining what we need from you to successfully transition to the future state, that will ultimately help us work better together.

This will mean more communications and updates from us. We will have some specific asks of you, which means we need to ensure we have up to date records of who we should be contacting within your organisation. **Can you therefore please complete [this form](#) to provide us with the required information, by 31st March 2021, confirming the correct primary point of contact for managing all Project Forte communications.**

As we develop our new ways of working, we will also be looking to share other initiatives within your organisation. You may decide to nominate other contacts to manage these initiatives so at this time we'd ask you to start to prepare for further discussions on how we better manage contact between Mitie and your team(s). We will be in touch again to develop this improved communication model.

We thank you in advance for your support and look forward to telling you more about Forte and the wider transformation journey as it unfolds.

Kind regards,

Shaun Carroll
Interim Group Procurement and Supply Chain Director