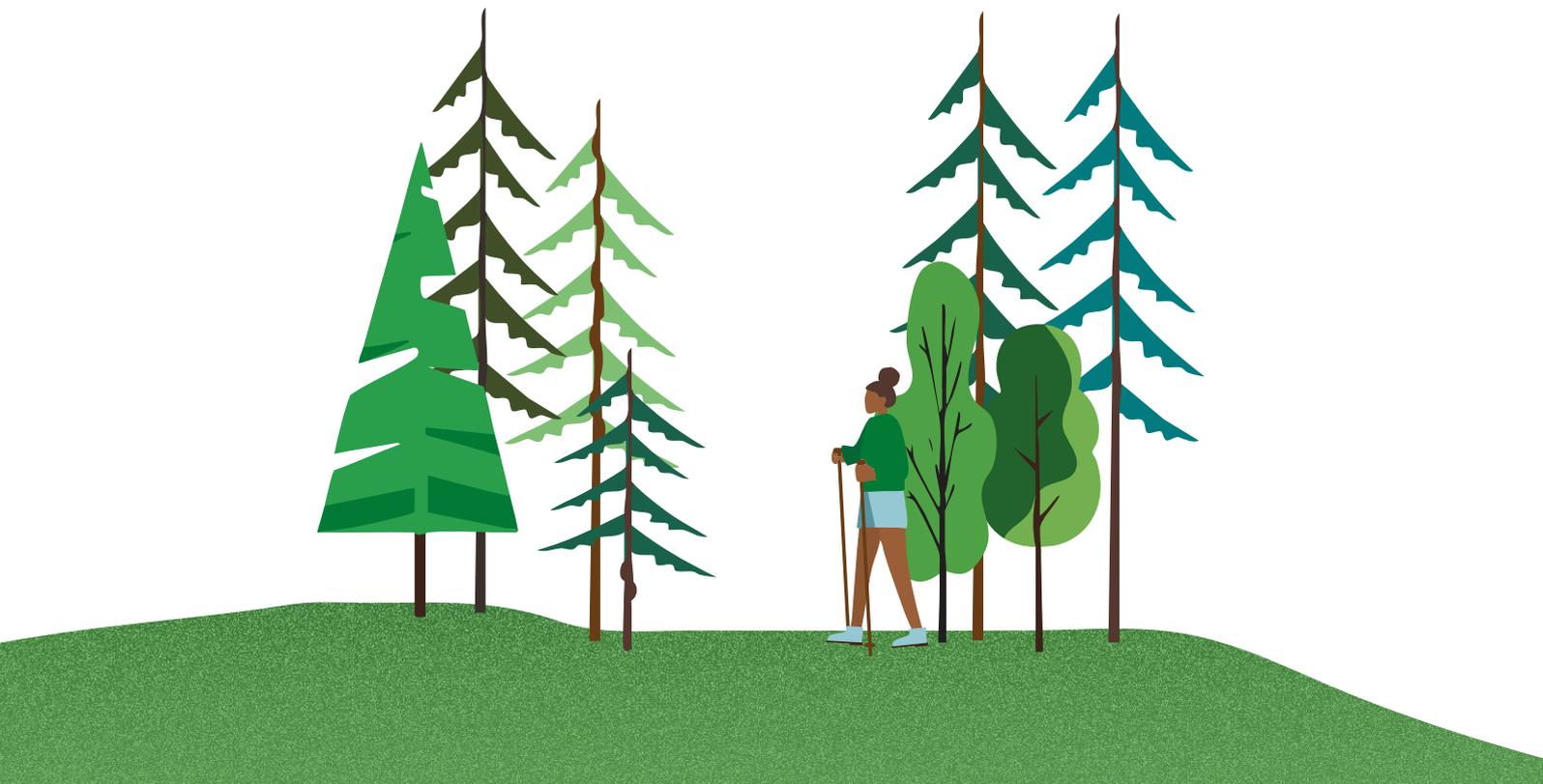




# SUSTAINABILITY POLICY

of FunActive Tours



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# Sustainability management & legal compliance

## Sustainability commitment

FunActive Tours leadership is wholly committed to the company's sustainability performance and endorses the company's sustainability mission statement and policy.

We will use the Travelife platform to report on our sustainability progress and to monitor and evaluate progress. We are committed to (publicly) communicating our sustainability performance (by means of the Travelife report) every two years.

## Sustainability management & legal compliance

FunActive Tours commits to continuous improvement of sustainability practices, including the ongoing monitoring and evaluation of our sustainability policy, with dedicated personnel and resources to achieve our sustainability goals.

FunActive Tours follows all local, regional, national, and international regulations as they relate to human resources, human rights, children's rights, land rights, environmental management, wildlife, and land use. We follow a strict Code of Ethics, including a zero-tolerance policy for corruption, bribery, forced labor, and discrimination.

# Internal management: social policy & human rights

## Employees

We recognize that our employees are our biggest asset for delivering meaningful travel experiences to our customers. Therefore, we maintain a clear human resource policy. We support both career-related and job-related professional development activities and are committed to the principle of fair and equal pay for like work and for work of equal value for all our employees and contractors, regardless of gender/sex, race, national origin, marital status, or age, religion.

FunActive Tours is committed to fostering a safe, healthy, and inclusive workplace where all employees are able to perform their duties and to recognize their potential.

We are committed to a zero-tolerance policy for acts of bribery, corruption, discrimination, and violation of human rights, including forced labor, human trafficking, and all rights of children.

FunActive Tours further expects this commitment from all partners and suppliers.



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## Internal management: environment

### Environmental management of office operations

FunActive Tours is committed to managing environmental impact as an integral part of our operations. It is our policy to always ensure the environmental integrity of our processes and products by:

- Following all local and national regulations concerning environmental law.
- Continuously seeking opportunities to improve our environmental performance by establishing objectives and targets, measuring progress, and reporting our results, including but not limited to energy, water, paper, and carbon.
- Practicing a waste hierarchical approach to always reduce, reuse, and recycle commodities and products instead of creating waste.
- Promoting participation and communicating our commitment to responsible environmental management by encouraging environmental responsibility among our employees and stakeholders and soliciting input from them to better achieve our environmental goals.
- Minimizing pollution, including light, noise, and any soil, water, or air contaminants, and avoiding the use of any toxic or hazardous substances.

In our office, we aim to minimize our environmental footprint through a series of practices:

- Each employee uses their own mug and water bottle, eliminating the need for disposable cups. Water bottles are refilled directly from the tap, as our office water is potable.
- Most of our staff work on computers, which are set to enter standby mode after 10 minutes of inactivity. Employees are also required to turn off their computers before leaving the office. We only print essential documents, and all computers are configured to print double-sided and in black and white.
- In the office bathroom, we use towels instead of paper towels for drying hands.

### Energy consumption and office sustainability

FunActive Tours is committed to minimizing electricity consumption. Our energy-saving measures include:

- Turning off lights, computers, fans, and other equipment in rooms that are not in use, particularly at night.
- Actively monitoring thermostats for energy efficiency, keeping doors and windows closed when the heating is on.
- Making the most of natural daylight by ensuring that all windows are accessible and allow light into the workspace.
- Screens are set to automatically enter stand-by mode after approximately 10 minutes of inactivity. Printers are set to enter stand-by mode outside office hours, while the coffee machine is only switched on when needed.



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## Product and packaging responsibility

We prioritize products with a recognized environmental or sustainability certificate, label, or proven sustainability qualities, preferably locally produced. We buy from local suppliers and select products with minimal packaging, opting for eco-friendly resources that are durable and repairable to extend their lifespan.

We avoid purchasing archeological or historical artifacts, and products that harm wildlife or plants, as indicated in the CITES treaty and the IUCN Red List. Additionally, we purchase only from suppliers that comply with all local, national, and international labor laws. We use recyclable and refillable products and bulk packaging instead of many small packages to avoid excessive waste.

We prefer high-quality, long-lasting, and easily repairable products, as well as environmentally friendly alternatives. We also avoid harmful or hazardous products that require special handling or storage.

## Transport

### Employee travel and commuting

We recognize the environmental impact of our employees' travel and remain committed to reducing and mitigating this impact. We focus on purposeful trips, with clear objectives, and encourage travel only when necessary or for extended periods.

We also prioritize reducing the environmental footprint of commuting by encouraging employees to use public transport. Our offices in Dobbiaco and Trieste are located near, or within, train and bus stations, making them easily accessible by public transport. This year, we have continued using our hybrid company car to reduce emissions and provide rental bikes for short trips near the office.

### Transport for guests

FunActive Tours only works with transport providers that adhere to the company's Code of Ethics. When selecting transport for guests and business-related travel, FunActive Tours commits to choosing the most environmentally friendly options available for traveling to, from, and within the destination – taking into consideration distance, price, route, and comfort. FunActive Tours has implemented clear guidelines for reducing GHG emissions from transport and selecting the most environmentally friendly transport options, including the following measures:

- Preferring ground transport over air transport for short-haul travel destinations.
- Using public transportation options in the destinations.
- Using appropriate vehicle sizes for group sizes and purchasing the most efficient vehicles available.



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## Supplier and accommodation partnerships

### Sustainability in accommodation

We prioritize relationships with accommodation suppliers that do not harm the environment or local communities. Preference is given to accommodations that work with internationally recognized certifications, such as Travelife, while considering price and comfort. We will terminate partnerships with accommodations that jeopardize the local community's access to essential services (e.g., food, water, energy, or healthcare).

### Child and labor rights compliance

FunActive Tours does not contract accommodation, directly or indirectly, that are involved in compulsory labor or employ children in roles typically reserved for adults. We adhere to the UN Convention on the Rights of the Child and ILO Convention 138, ensuring that special conditions are set for children (< 14 years old) working within the business. These conditions are clearly stated in the contract with the accommodation.

### Zero-tolerance for child exploitation

FunActive Tours condemns the exploitation of children within its supply chain. We will immediately terminate contracts with suppliers that do not take appropriate measures to prevent or stop the sexual exploitation of children in their accommodations or excursions.

## Commitment to community and environmental impact

### Local community engagement

FunActive Tours is committed to positively contributing to the destinations in which we operate. We source locally and responsibly, support traditional arts and culture, and collaborate with other local stakeholders to further sustainable tourism development in the region.

### Environmental stewardship in destinations

FunActive Tours commits to environmental stewardship in the destinations in which we operate by ensuring natural resources remain intact and by educating guests about the principles of responsible travel and responsible visitor behavior.



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# Customer communication and protection

## Privacy and marketing integrity

Our customer protection is our priority, and we maintain a clear privacy policy to ensure legal compliance and protect customer data. FunActive Tours strives to be truthful in all communications, avoiding greenwashing, and standing firmly behind our sustainability claims. We aim to be inclusive and culturally sensitive in our marketing, ensuring we respect cultural, religious, and ethnic differences.

## Sustainability communication

Customers are informed about the social and environmental impact of their journey and are educated about the sustainable choices they can make, including transparent communication on certified accommodations and activities and excursions that benefit the local communities and environmental protection.

## Customer experience

The company aims for all customer experiences to be positive, and follows strict health and safety, marketing, and excursion policies to ensure customer satisfaction. These policies cover specific topics of (but not limited to):

- Health and safety
- Emergency procedures
- Privacy
- Group numbers
- Greenhouse Gas emissions and offsetting
- Transport
- Shopping
- Sexual exploitation
- Children in tourism
- Satisfaction and complaints

We maintain open lines of communication with our customers and encourage feedback at any time and on any topic, particularly sustainability.

**All staff are responsible for the ownership and undertaking of this policy. Also, for the promotion and implementation of this sustainability policy within their departments.**

### Effective date

This policy is effective from 1 October 2023.

### Revision history

This policy will be revised by 31/12/2028.



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