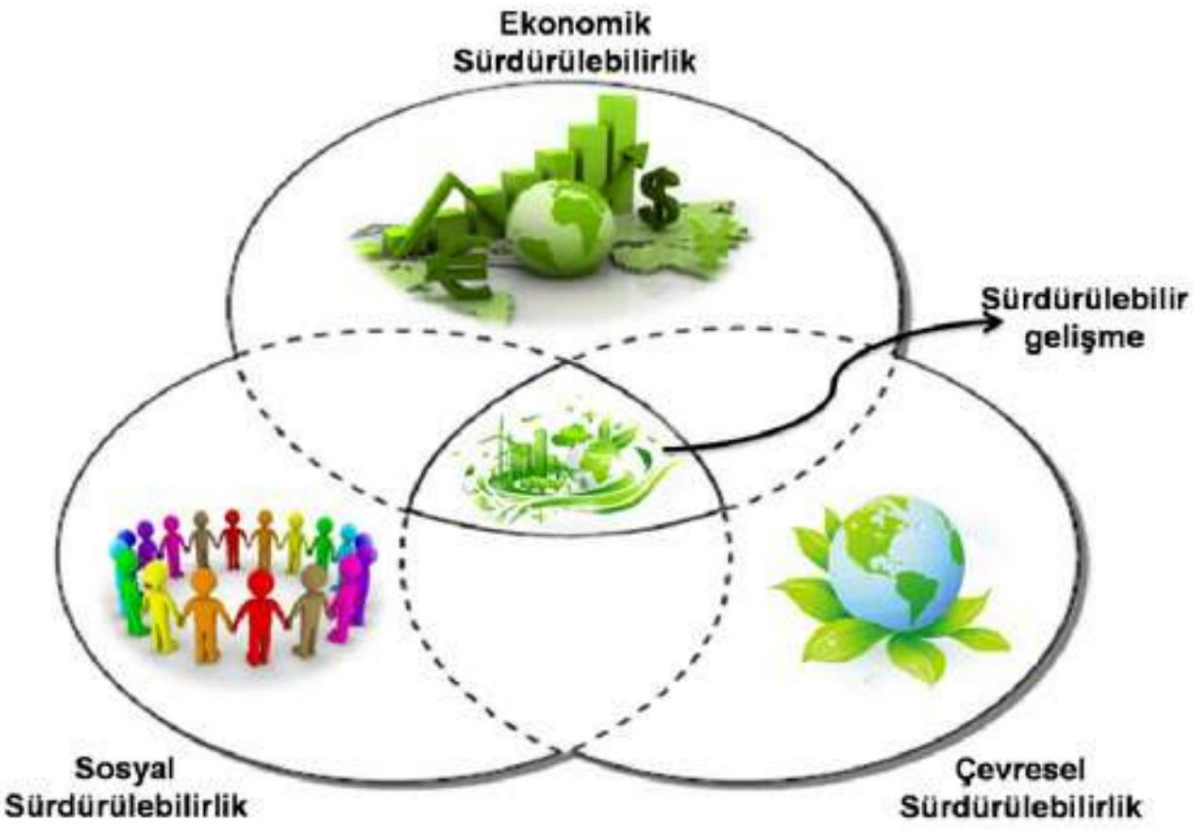
Machine Translated by Google

HOTEL IPEK PALACE

2024 SUSTAINABILITY REPORT

We are aware of our responsibilities regarding sustainable tourism. Therefore, we attach equal importance to raising awareness not only of our guests but also of our employees. We continuously increase social responsibility awareness and consistently implement an environmentally friendly management style.

The basis of our management style is based on "sustainable tourism". In order to leave a more livable environment for the next generation, we use our natural resources in a sustainable way while keeping our products and services at the highest quality.



Machine Translated by Google

ABOUT THE REPORT

As a business, informing our stakeholders about our activities and their impacts in a transparent and effective manner is one of the issues we attach special importance to. In this regard, the sustainability reports that we aim to publish annually will be an important tool we use in order to be a transparent and accountable organization.

Since the day we started operating in business life, we have made and continue to make many investments, both social and environmental, for the sustainability of our business. With this sustainability report, we aim to convey our economic, environmental and social performance to our employees, customers and other stakeholders. The information contained in this report is valid for the period January 1, 2024 - December 31, 20 It includes our performance between the dates.

Machine Translated by Google

CONTENTS

ÿ TITLE

ÿ INTRODUCTION

ÿ ABOUT THE REPORT

ÿ CONTENTS

ÿ ABOUT US

ÿ SCOPE

ÿ SUSTAINABLE MANAGEMENT SYSTEM

ÿ LEGAL COMPLIANCE

ÿ STAKEHOLDERS AND

COMMUNICATION ÿ ACCESSIBILITY APPLICATIONS

ÿ GOODS RECEPTION AND PURCHASING PRACTICES

ÿ ENVIRONMENT AND NATURE PROTECTION

ÿ ENERGY MANAGEMENT

ÿ WATER MANAGEMENT

ÿ FOOD WASTE AND SOLID WASTE

ÿ STAFF AND WORKING LIFE

ÿ CULTURAL STUDIES

ÿ COMMUNICATION WITH THE LOCAL PEOPLE

ÿ CARBON AND GREENHOUSE GAS EMISSION REPORTS

ÿ THINGS PLANNED TO BE REALIZED WITHIN THE SCOPE OF SUSTAINABILITY

ÿ SUSTAINABLE MANAGEMENT SYSTEM POLICIES

ÿ QUALITY POLICY

ÿ CULTURAL SUSTAINABILITY POLICY

ÿ ENVIRONMENTAL PROTECTION AND WASTE MANAGEMENT POLICY

ÿ CHILDREN'S RIGHTS EXPLOITATION AND HARASSMENT POLICY

ÿ ENERGY EFFICIENCY POLICY

ÿ HUMAN RESOURCES POLICY

ÿ OCCUPATIONAL HEALTH AND SAFETY POLICY

ÿ WOMEN'S RIGHTS AND GENDER EQUALITY POLICY

ÿ SOCIAL RESPONSIBILITY POLICY

Machine Translated by Google

ABOUT US

Our facility is located in Hoca Paÿa Mahallesi, Orhaniye Caddesi, No:7, 34845 Fatih/Istanbul.

It has a 79 room capacity and an operation certificate from the Ministry of Culture and Tourism.

Our rooms have all the necessary facilities to ensure our guests feel comfortable and at ease;

Hair dryer

Electronic key lock system

Direct dial telephone in rooms

LCD-Satellite television with stand-by feature

Private safe with password

Central air conditioning system

Smoke detector connected to the central fire system

Specially insulated door and window system for noise

Tea and coffee set

and special hygiene kit are available.

A person responsible for the sustainable management system / communication with local and regional people has been appointed in our facility.

To provide feedback about our system and share your experiences, please contact us at the following contact numbers:

You can contact us.

Authorized Person	**: Aladdin Bayburt**
Contact number	**: +90 539 251 2550**
Email address	**: aleaddin@hotelipekpalas.com**

Machine Translated by Google

SCOPE

This document sets out the policies and practices of our organization, while creating the basic framework of a Sustainability Management System (SMS) that can be adapted and developed to cover all management processes of our hotel.

This document is prepared for all stakeholders, guests and staff of the hotel. Our system is constantly being developed to suit the size and scope of our hotel.



SUSTAINABLE MANAGEMENT SYSTEM

We believe that tourism and sustainable practices can coexist with luxury and guest comfort.
By embracing our sustainability philosophy, we aim to provide an unforgettable and environmentally responsible experience for our guests while actively contributing to the preservation of our planet. In line with our sustainability values, we are committed to promoting environmentally friendly practices and developing a philosophy of environmental responsibility. We believe that sustainability is not just a trend, but a fundamental principle that guides our operations and guest experience.

We are committed to contributing to the fight against climate change by reducing emissions, increasing the use of renewable energy and offsetting remaining emissions. Sustainability is at the heart of our vision and values. We believe that hospitality can coexist harmoniously with the well-being of our planet and our communities. We are constantly working to improve our energy efficiency, use of renewable energy, water conservation, waste minimization and sustainable procurement.

The basis of our sustainable management system is based on risk analysis. Risk analysis is carried out under the headings of environment, natural disasters, society, culture, economy, quality, human rights, health and security. New headings can be added if necessary.

After the risks are analyzed, we also have a crisis management plan system that determines what to do in case the risks occur. The annex of this document includes how to conduct risk analysis and crisis management.

SYS includes the implementation of certain policies by all employees on quality, economy, management, environment, culture, human rights, health and safety issues, setting targets and monitoring whether the targets are achieved and continuously improving business management processes.

Machine Translated by Google

If the determined targets are achieved, new targets are determined. If not achieved, our targets, policies and practices are reviewed. In this way, we strive to ensure continuous improvement.

The goals of our hotel's management system and the performance indicators that monitor compliance with the goals are included in the annex of this document.

Our hotel undertakes to fulfill its obligations under the Türkiye Sustainable Tourism Program regarding sustainability and to continuously improve its sustainable management system to increase its sustainability performance.

Our management system is constantly reviewed due to the status of the sector, environmental, social, technological, economic and cultural risks, and changes and updates arising from legislation, and the system and policies are updated if necessary.

The steps mentioned above can be summarized as the Plan-Do-Check-Act (PDCA) approach.

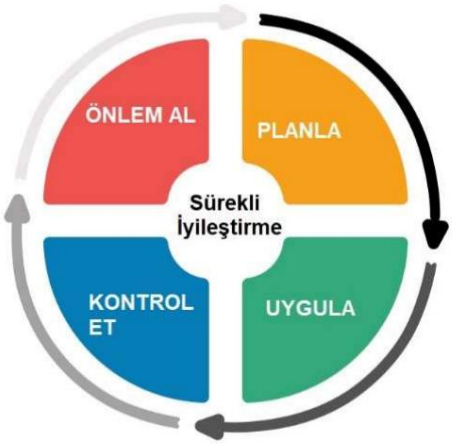


Figure 1. PDCA Cycle

Plan: Our hotel attaches importance to the environment, society, culture, national economy and management system and sets goals. It plans the roadmap and actions to be followed in order to achieve the determined goals.

Implement: Our hotel determines its basic policies and practices regarding environmental, cultural, social, human rights, health and safety. It monitors, measures and records them at intervals defined by the relevant personnel.

Check: In our hotel, feedback from both staff and customers is monitored and recorded.
If necessary, corrective measures are taken.

Take action: We take action to correct the problems identified in the check step of our hotel. Corrective measures and actions are recorded and archived.

Machine Translated by Google

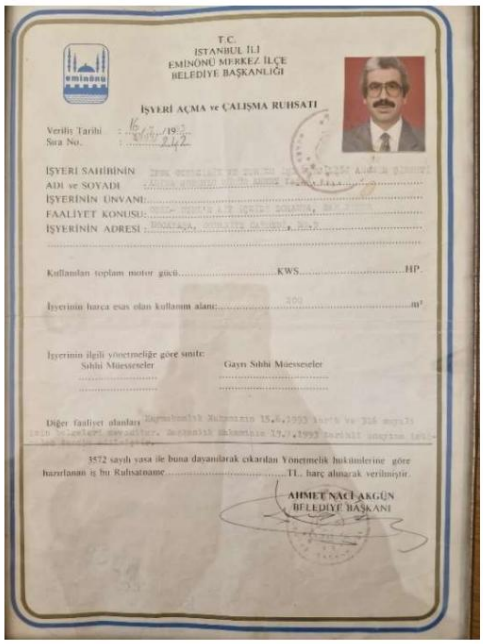
LEGAL COMPLIANCE

Our hotel undertakes to comply with the applicable laws, regulations and international agreements, keeps an up-to-date list of these and regularly informs its staff about them, and provides the necessary training to the staff.

If asked or requested to be presented, our hotel will present all necessary permits, certificates and documents to the relevant persons and institutions.

These documents are the Business Opening and Operation License, the last month's personnel insurance declaration, tax certificate, emergency action plan, personnel training and certificates, the contract with the workplace doctor, the sewer connection document received from the municipality, documents indicating that pest control has been carried out and other necessar

Business Legal Documents;


T.C.
İSTANBUL İLİ
EMİNÖNÜ MERKEZ İLÇE
BELEDİYE BAŞKANLIĞI

İŞYERİ AÇMA ve ÇALIŞMA RUHSATI

Veriliş Tarihi : 19..
Sıra No. :

İŞYERİ SAHİBİNİN
ADI ve SOYADI :
İŞYERİNİN UNVANI :
FAALİYET KONUSU :
İŞYERİNİN ADRESİ :

Kullanılan toplam motor gücü..... KWS..... HP

İşyerinin hukuka esas olan kullanım alanı:..... m²

İşyerinin ilgili yönetmeliğe göre sınıfı:
Sıhhi Müesseseler Gayrı Sıhhi Müesseseler

Diğer faaliyet alanları

3572 sayılı yasa ile buna dayanılarak çıkarılan Yönetmelik hükümlerine göre hazırlanan iş bu Ruhsatname..... TL. harç alınarak verilmiştir.

AHMET NACİ AKGÜN
BELEDİYE BAŞKANI


1075

T.C. KÜLTÜR VE TURİZM BAKANLIĞI

BASİT KONAKLAMA
TURİZM İŞLETMESİ BELGESİ

Tesis Adı	:	HOTEL İPEK PALAS
Adresi	:	HOCAPAŞA MAH. ORHANİYE CAD. NO:9
İl / İlçe	:	İSTANBUL / FATİH
Belge Sahibi	:	İPEK OTELCİLİK VE TURİZM İŞLET.AŞ.
Tarih ve Sayı	:	05.04.2022 - 2022-34-0825
Kapasite	:	79 ODA KAPASİTE 158, 1 KAHVALTI SALONU KAPASİTE 85, 1 YEMEK SALONU KAPASİTE 85, 1 BAR SALONU KAPASİTE 8

Özlem BOZKURT GEVREK
Vali a.
Vali Yardımcısı

Bu belgenin doğrulamasını, https://vatandas.ktb.gov.tr/dogrulama/basit-belge/87be9ab4-0994-458d-90c5-abb80e993022 adresinden veya karekod okuyucu ile karekodu okutarak yapabilirsiniz.


MSF

MÜZFED

2025 YILI
MÜZİK LİSANS
BELGESİ

İPEK OTELCİLİK VE TURZ. İŞLETM. A.Ş – HOTEL İPEK PALAS
HOCAPAŞA MAH.ORHANİYE CAD.NO:7 SİRKECİ FATİH İSTANBUL

MSF VE MÜZFED FEDERASYONLARI REPERTUVARLARININ YUKARIDA BELİRTİLEN KONAKLAMA TESİSİNDE 2025 YILI İÇERİSİNDE UMUMA İLETİLMESİ İÇİN İŞBU "MÜZİK LİSANS BELGESİ" (*) DÜZENLENMİŞTİR.

BELGE NUMARASI	:	2025 / 2023-03785
DÜZENLEME TARİHİ	:	14.03.2025
GEÇERLİLİK DÖNEMİ	:	2025 Yılı
KURULUŞ TÜRÜ	:	Basit Konaklama / Diğer
ODA SAYISI	:	79

MSF
Müzik Sektöründe Eser Sahipleri Federasyonu

MÜZFED
Müzik Sektöründe Bağlantılı Haklar Federasyonu

Machine Translated by Google

STAKEHOLDERS AND COMMUNICATION

Our hotel provides accurate information to all segments in its promotion. It always uses real visual material in its promotion. Our hotel has a transparent and realistic structure in terms of its products and services on its website, social media accounts and other printed and written promotion channels and marketing communications.

Our hotel also shares its actions, processes and procedures regarding policy and sustainability with its employees and customers in an open and transparent manner. Our hotel's website is used to do this. Periodic reports on sustainability performance are published on our website. These reports are prepared in periods appropriate to their subject.

Our hotel has a system that aims to receive feedback from our customers, public institutions, municipalities, employees, local people and all other relevant individuals and institutions regarding our sustainability performance, policies and practices. Through this system, we receive feedback from both our staff and our customers.

Our system is designed to enable and encourage our customers and staff to provide feedback quickly, simply and effectively.

This system includes survey applications for guests, regular monitoring of social media accounts, e-mail, messaging services and other communication channels for employees, and e-mail communication and regular monitoring for all other stakeholders.

Guest experience: Guest satisfaction is important in our hotel. Guest satisfaction includes feedback from the system described above regarding sustainability. The results obtained are analyzed. Negative feedback and responses to it are recorded and necessary measures are taken.

Personnel participation: Our employees know what they need to do in our management system and sustainability policies and practices. What our employees need to do is defined in writing, communicated to them and the necessary training and guidance is provided regularly. Training on this subject is recorded. Our employees play an active role in the development and continuous improvement of our management system and sustainability performance. We review and improve our system in line with the feedback we receive from our employees.

In line with our sustainability policies and management system, including orientation training; periodic training programs, on-the-job training, training required by legal regulations and guidance support are provided to employees regarding sustainability and their work areas. We implement annual training plans on Occupational Health and Safety training, hygiene training for personnel, water and energy saving, chemical substance usage rules, fire protection, first aid, etc.

Our employees have free and open access to all our training materials. Our hotel has Business Class No. 4857.
Our hotel is committed to complying with the relevant provisions of the Law and pays at least the minimum wage to its employees. In addition, our hotel is committed to complying with the Social Insurance and General Health Insurance Law No. 5510 and the Occupational Health and Safety Law No. 6331.

Our hotel has established a "Sustainability Team" to manage sustainability activities.

A person responsible for the sustainable management system / communication with local and regional people has been appointed in our facility.
To provide feedback about our system and share your experiences, you can contact us using the contact numbers below.

Authorized	**: Aleaddin Bayburt :**
person Contact number and e-mail address	**+90 539 251 2550 - aleaddin@hotelipekpalas.com**

Machine Translated by Google

ACCESSIBILITY APPLICATIONS

Our hotel is committed to providing accessible tourism services for everyone within its means and informs its customers and stakeholders clearly and accurately about the level of accessibility through its website

Our hotel also undertakes to fully comply with legal regulations regarding accessibility and to continuously improve this matter.

Our hotel is committed to providing accessible tourism services for everyone within its means and informs its customers and stakeholders clearly and accurately about the level of accessibility through its website

Our hotel is committed to fully complying with legal regulations regarding accessibility and to continuous improvement in this regard. We strive to make continuous improvements not only for the physically disabled but also for our guests who cannot participate in tourism activities due to disabilities such as

Our hotel regularly carries out maintenance and repair of its accessibility arrangements and infrastructure and provides improvements if necessary. We also regularly inform our employees about accessibility.

Our facility has accessibility practices at the facility entrance, elevators and breakfast room.

There are no disabled rooms in our facility.

Machine Translated by Google

GOODS RECEPTION AND PURCHASING PRACTICES

Our purchasing policy includes policies aimed at local, environmentally friendly, fair trade and efficient purchasing.

Our hotel monitors our sources of goods and services. We meet with our suppliers at regular intervals. We check their sustainability-related certificates, information and documents.

Local purchasing: Our hotel prioritizes local suppliers when purchasing goods and services, provided that they are of good quality and reasonably priced. Therefore, it regularly inspects its suppliers, updates its supplier list and informs its suppliers. The proportion of goods and services purchased from local people is measured.

When purchasing goods and services, our hotel also gives priority to fair trade suppliers, provided that imported products are of good quality and reasonably priced.

Environmentally friendly purchasing: Our hotel follows an environmentally friendly purchasing policy, attaching importance to efficient purchasing, energy saving and water saving in order to reduce food and solid waste.

Our hotel prioritizes environmentally friendly products (eco-labeled products) in its purchases. If there are no eco-labeled products in the product group to be purchased, it selects the relevant products from suppliers and manufacturers whose production and all other processes do not harm the environment.

In this context, our hotel prioritizes selecting suppliers with sustainability certificates when making its purchases. Example certificates that can be sought from suppliers are documents such as ISO14001, ISO50001, ISO14064, ISO20400.

Environmentally certified (FSC, MSC, EU-EcoLabel, etc.) or traceable for wood, fish, paper and other foods
Products that can be manufactured are preferred.

Threatened species and species that are prohibited from being sold (fish, trees, plants, game, etc.) are not purchased or used in our hotel.

The ratio of our purchases from environmentally certified, local producers and suppliers, and fair trade suppliers to our total purchases is measured.

Our hotel has goals regarding environmentally certified, local and fair trade purchasing. In this context, we aim to increase the rate and number of local and fair trade suppliers in our purchases and we are careful to do so.

Efficient purchasing: Our purchasing policy includes reusable, returnable and recycled goods.
prefers.

Our hotel also prioritizes bulk and bulk product purchases. This means fewer shipments to our hotel, resulting in less greenhouse gas emissions.

Our main priority and preference is to avoid unnecessary and excessive plastic, nylon, paper, glass and wooden packaging in the products arriving to our hotel.

Disposable products and unnecessary packaging (especially plastic) are avoided when purchasing consumables and toiletries. The purchase and use of consumables and disposable products are monitored and managed.

Total number of approved suppliers : 234

Total number of local suppliers : 217

Total number of non-local suppliers : 17

Machine Translated by Google

ENVIRONMENT AND NATURE PROTECTION ACTIVITIES

Our main goal is to protect our resources in the most efficient way, to prevent environmental pollution and to protect nature, to reduce the amount of our waste, to recycle or to render it harmless. We strive to take the necessary precautions and actions by being aware of our environmental impacts. In our business, we undertake

to prevent pollution and ensure sustainability, and to be an environmentally friendly institution with a sense of social responsibility, in the implementation and presentation of our products and services in accordance with internal and external customer conditions as well as international and national legal conditions and regulations.

While fulfilling this commitment;

- **We determine our impacts on the environment and keep them under control.**
- **We are prepared for emergencies (fire, explosion, flood, earthquake, leakage, etc.) related to pollution risks and legal we comply with the regulations.**
- **To minimize our waste, prevent pollution at its source, use energy efficiently and We strive to reduce the impact of our activities on the environment.**
- **We are constantly improving our environmental performance in waste separation, waste reduction and efficient use of natural resources.**
- **We monitor the recycling and disposal stages of waste.**
- **We train our employees about chemical use, environmental effects and waste.**
- **We encourage our employees and guests to be sensitive to the environment and we develop our employees by providing them with training on environmental awareness and efficient use of energy.**
- **As a team, we clean the streets around the hotel at regular intervals to raise awareness in the community. we are working.**
- **We use energy and water saving systems in our hotel**
- **We raise awareness and encourage our suppliers and stakeholders regarding energy efficiency efforts.**
- **Donate trees to environmental organizations and themes to minimize the damage to nature in carbon emissions. We are located.**







Machine Translated by Google

ENERGY MANAGEMENT

Energy saving: Our hotel has an energy saving policy. The policy includes regular measurement, monitoring and reduction of energy consumption.

Our hotel groups energy consumption according to energy type, and the energy consumption of different units is monitored.

The total energy used in our hotel is measured by type.

Our hotel identifies activities with high energy consumption, plans and implements corrective measures to reduce energy consumption in these areas and activities (heat insulation systems, preference for low-consumption devices with energy consumption classes, use of LED bulbs instead of high-energy-consuming lighting such as incandescent, etc.). Our hotel also uses energy-saving equipment.

Our hotel informs and trains its employees and stakeholders about energy saving.

Environmental elements that take place within the scope of Sustainability in our hotel

- **Digital recording system for supplier, purchasing and office work to minimize paper consumption has been started.**
- **E-invoice application has been started in the invoicing transactions in Accounting.**
- **Packaging Waste is collected and delivered to the local administration in a controlled manner.**
- **Our facility has started using glass bottles in rooms and minibars.**
- **To minimize the use of electricity, water and energy resources in common areas. awareness-raising activities were conducted.**
- **Aerator application has been made to the taps used in all rooms and areas and water flow adjustments have been made. It is set to fill a liter container in 14 seconds.**
- **Local and nearest suppliers are given leadership to reduce carbon emissions.**

Total electricity consumption rate for the January – December period : 264753.08 Kwh

of 2024. Total natural gas consumption rate for the January – December period of 2024: 27917 m3

Machine Translated by Google

WATER MANAGEMENT AND WASTEWATER

Our hotel has a water saving policy. Our policy includes regular measurement, monitoring and reduction of water consumption. The water risk situation in the region where our hotel is located has been determined. For this, World The Water Risk Atlas prepared by the Resources Institute is used.

Water risk was also assessed in the risk analysis and a water management plan was prepared. This plan includes measuring and monitoring water use and targets and reporting for reducing water consumption.

Due to our hotel's water usage activities, creatures living in waters such as seas and lakes are not harmed. Nevertheless, the possibility of harm to these creatures has been assessed in the risk analysis and necessary precautions have been taken.

Our hotel complies with all legal requirements and regulations regarding the use of water.

The water comes from a legal and sustainable source.

We measure our water consumption. Total water used per guest or per night is calculated and reported.

We have targets to reduce water consumption. Our hotel plans and implements corrective measures for this purpose. Water-saving equipment is used in our hotel. Good practices such as changing sheets and towels upon guest request are used in our hotel.

Our hotel informs and guides its employees and stakeholders about water saving. Our hotel mobilizes all its resources to prevent wastewater from harming the environment.

Regulations set by the local government for the disposal of wastewater are complied with.

Total water consumption rate for January – December 2024 : 9534 m3



Machine Translated by Google

FOOD WASTE AND SOLID WASTE

Our hotel has a Solid Waste Management Plan. The plan includes regular measurement and monitoring of waste production, waste reduction, reuse, recycling and waste disposal.

Solid wastes are separated according to their types such as food, recyclable, toxic/hazardous and organic, and their recycling and reuse status are taken into consideration during separation.

Our hotel regularly informs and guides its employees and stakeholders about waste management with various visual and communication materials.

In our hotel, solid wastes are separated according to their types and collected by authorized and licensed companies.

Solid waste, including food waste, is measured by type. The amount of solid waste per guest or overnight stay in our hotel is calculated and reported.

Our hotel has also identified activities and risk areas with high solid waste generation. It plans and implements corrective measures to reduce food waste and waste.

It is aimed that solid waste disposal will not have a negative impact on the local population or the environment. Compliance with the "Zero Waste Regulation" legislation regarding solid waste management is ensured.

Total waste consumption rate for January – December 2024 **: 15322 Kgs**

Total disposable waste consumption rate for January – December 2025 **: 310798 Pieces**



Machine Translated by Google

STAFF AND WORKING LIFE

In spirit, the most important resource that makes us who we are is our employees. Being aware of this, issues such as the social and fringe benefits of our employees, performance management, rewards, training and career management, and employee safety are always our

priorities. Our Human Resources Vision; To create a qualified human resource that is highly motivated, protects and enhances the corporate image, highlights innovative work, values service and sees its work as a part of a whole, and to be a pioneer in the sector and in Türkiye with integrated human resources applications. Our Human

Resources Mission; - To plan and train the human resources that will realize the goals and strategies of the institution, to carry out personnel work and transactions at an optimum level, to have highly self-confident personnel who are specialized in their fields, have the ability to represent the institution and can reveal new initiatives in their fields.

Our employees know what they need to do in our management system and sustainability-related policies and practices. What our employees need to do is defined in writing, communicated to them, and the necessary training and guidance are provided regularly. Training on this subject is recorded. Our employees play an active role in the development and continuous improvement of our management system and sustainability performance. We review and improve our system in line with the feedback we receive from our employees.

Fair wages Our employees are informed about the wages they will receive, working conditions, working hours, and when they will receive their wages before they start working at our facilities. Education and Career Management All of our employees can benefit from the right to education equally. In addition to the legal and professional training required by the hotel industry, employees are provided with periodic training programs related to sustainability and their fields of work, on-the-job training, trainings required by legal regulations, and guidance support, including orientation trainings in line with our sustainability policies and management system.
We implement annual training plans on Health and Safety training, hygiene training for kitchen/service/massage etc. personnel, water and energy saving, chemical substance usage rules, fire protection, first aid, etc.

Our employees have free and open access to all our training materials. Our hotel has Business Class No. 4857.
Our hotel is committed to complying with the relevant provisions of the Law and pays at least the minimum wage to its employees. In addition, our hotel is committed to complying with the Social Insurance and General Health Insurance Law No. 5510 and the Occupational Health and Safety Law No. 6331.

Employee and Human Rights Ensuring the absolute satisfaction of employees is a priority issue.
From this perspective, it is the management's responsibility to ensure the employee's working environment, psychology, self-motivation, performance, in short, all comfort in the workplace, including the employee's legal rights and some benefits provided by our company as side benefits.

As a business that caters to guests from different nations and provides services at an international level, discriminating against our guest(s) based on nationality, race, language, etc. is against both our hotel management and business principles. Therefore, all personnel procedures of our employees from different countries or nationalities are followed in accordance with legal procedures, and equal opportunities are offered to all our employees within the hotel, regardless of their characteristics.

Total number of employees in January – December 2024	**: 27**
Total number of male employees in January – December 2024	**: 14**
Total number of female employees in January – December 2024	**: 13**
Total number of local/regional employees in January – December 202	**: 27**

Machine Translated by Google

CULTURAL STUDIES

We are aware of our duty to protect local culture and values.

In this context;

• Cultural Promotion

• Contribution to the Commercial Volume of the Region

• Promotion of Natural and Historical Wealth

• Our sensitivity in carrying out studies and participating in activities on the employment of local people is at the highest level.

COMMUNICATION WITH THE LOCAL PEOPLE

Through facility managements and their designated representatives;

• Strengthening local employment,

• Increasing local awareness,

• Protection of local resources and opportunities,

• Protection of historical and cultural assets,

• Helping the region,

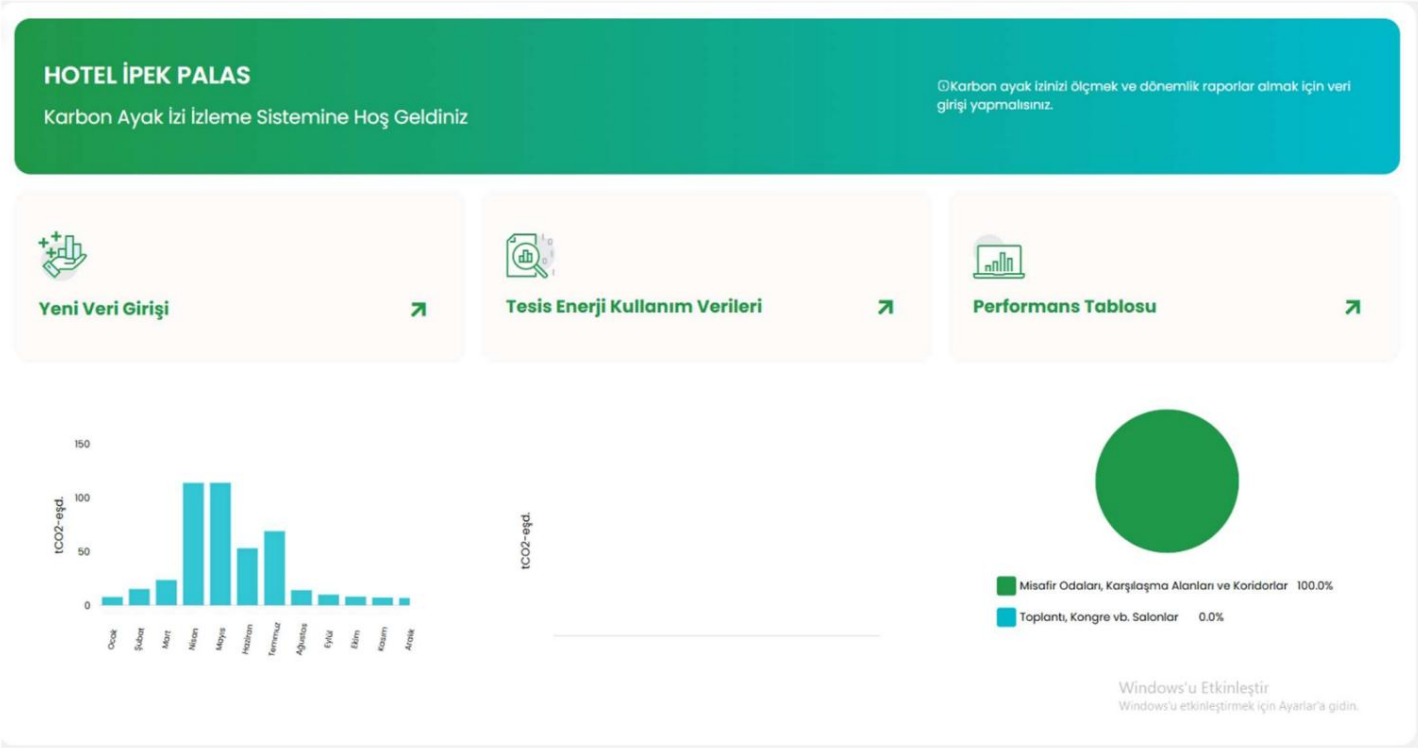
• Supporting activities that promote the region,

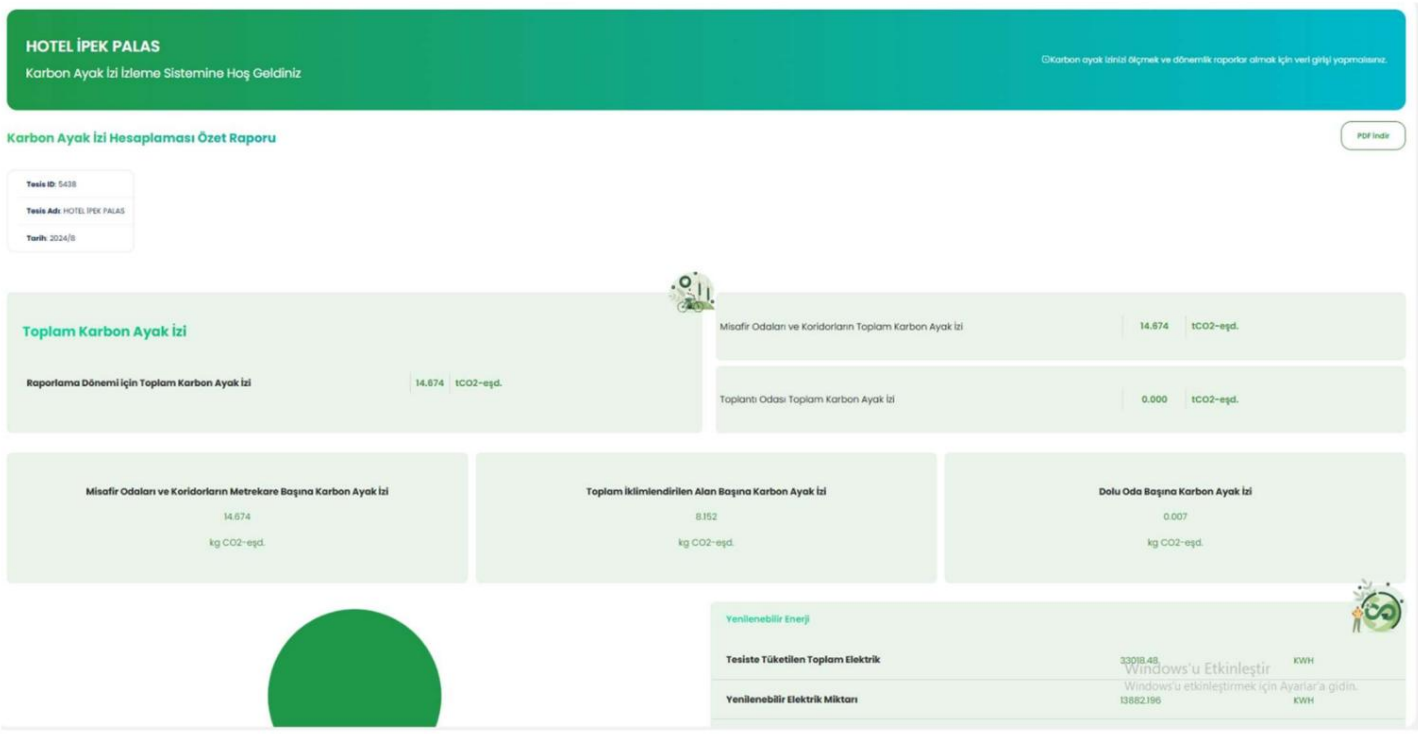
• In order to solve important issues and problems that will affect the region, hotel unions, municipalities, regional headmen and official authorities are discussed and joint studies are carried out by determining the needs.

Machine Translated by Google

CARBON AND GREENHOUSE GAS REDUCTION EFFORTS

During the operation, greenhouse gas emission rates resulting from heating, generator use, company vehicles, air conditioning gases, fire extinguishers, electricity use and disposal of non-hazardous wastes that affect greenhouse gases are calculated regularly, taking into account ISO 14064 and IPCC data and national reference calculations. Donations are made to Tema regularly within the scope of carbon and greenhouse gas reduction activities.





Machine Translated by Google

WORKS PLANNED TO BE CARRIED OUT WITHIN THE SCOPE OF SUSTAINABILITY

- **ÿ Our first priority is to continuously develop annual training plans to reduce energy and water consumption rates and to reduce energy consumption by 1% annually.**
- **ÿ Sustainability with environmentally friendly and energy efficient machinery, equipment and consumables to ensure continuity**
- **ÿ Our first priority is to develop projects to reduce waste with an effective waste management program and to spread zero waste awareness to prevent recyclable waste from mixing with household waste, and to reduce waste consumption by 1% annually.**
- **ÿ To reduce carbon emissions and damage to nature, we support the theme and environmental protection organizations. We plan to increase the donation amount by 1% each year.**
- **ÿ While determining our approved suppliers to reduce carbon emissions, we plan to spread information activities on providing services with electric and new green vehicles with the lowest carbon emissions.**

- **ÿ We will choose less carbon producing energies**
- **ÿ We will be part of the common solution by working together with the private sector, government, local administrations and civil society organizations, with the awareness that the climate change problem is a global issue. We will develop projects for stray animals to protect natural life**

and support wildlife ÿ We will provide stationery assistance to our staff with school-age children

ÿ We will create internship opportunities for tourism students to gain work experience. ÿ We

will contact tourism schools in the region and use the areas in our hotel as workshops. We will open it for use

- **ÿ Planning career days with tourism high schools and universities and financial social responsibility We will support your projects**
- **ÿ We will produce projects to reduce the consumption of disposable toiletries with a gradual transition program in at least 50% of the guest rooms.**

Machine Translated by Google

13. SUSTAINABLE MANAGEMENT SYSTEM POLICIES

QUALITY POLICY

To achieve our vision; To meet guest expectations at the highest level and to be a leading organization in the sector, To create the establishment philosophy with all our personnel, to provide continuous development, trust in the workplace and service that exceeds the expectations of our guests, To provide service by showing the necessary sensitivity with a preventive approach to food safety risks in accordance with national and international legislation and conditions, To be an exemplary business for all other organizations in our country and to create value, To prevent these accidents by reducing all risks that may endanger the health, life and work safety of our guests and personnel to the lowest levels, To make quality measurable, to ensure continuous improvement of the system and to ensure the unity of our employees and management by setting targets,

As a hotel, creating environmental awareness with our staff is among our goals to provide a cleaner, healthier and safer environment for future generations. environment **to have priority quality**

CULTURAL SUSTAINABILITY POLICY

Presentation of Cultural Heritage: Our hotel respects the intellectual property rights of local people. Authentic elements of traditional and contemporary local culture are valued in our cuisine, design and decoration.



Artifacts: Our hotel does not buy or sell historical and archaeological artifacts, does not mediate their trade, and does not exhibit them. To provide a unique accommodation service, all our facilities display a wide range of contemporary art, mostly created by our local artists.

Promotion of Sustainable Local Gastronomy: Our hotel prioritizes the promotion and consumption of local products. It puts forward innovative and creative practices to ensure sustainability in gastronomy in all its activities.

Machine Translated by Google

ENVIRONMENTAL PROTECTION AND WASTE MANAGEMENT POLICY

We protect the environment in our business, prevent pollution, and reduce our negative impact on the environment.
We attach importance to its protection.

For this;

• We comply with legal regulations and try to reduce our environmental impact. • We take care to separate our waste effectively according to its source, groups and hazard classes. we show.

• We know that using hazardous materials and chemicals only when needed and in the required amount will reduce both the negative effects on the environment and the amount of waste, • We contribute to protecting nature by preferring the materials we receive in our business that have "recycling" and "environmentally friendly" labels. We try to create reuse opportunities,

• Disposable materials such as paper, napkins, toilet paper, packaging, etc. as needed. We take care to use less waste and leave less waste in nature,

• We store wastes in separate areas according to their characteristics, deliver them to licensed/ authorized companies without exceeding the legal storage period limits, and keep their records. • We try to use water, energy and all natural resources economically. We share this sensitivity with our employees, guests and suppliers. • We measure our performance in environmental management, monitor this data with targets and we try to improve our performance. • We aim to educate our employees about the environment and increase their sensitivity.

• We take the necessary precautions to protect the biodiversity in the environment. We comply with all legal conditions. • Substances that can be considered harmful to the environment (toxic sunscreens are personal use products. • Insecticides are made by our institution by a company authorized by the Ministry of Health and the MSDS forms of all products are recorded in the MSDS tracking table.

Machine Translated by Google

CHILDREN'S RIGHTS EXPLOITATION AND HARASSMENT POLICY

Children are the future we are entrusted with. It is our primary responsibility to recognize them as individuals, respect their rights, and protect them against all kinds of psychological, physical, commercial, etc. exploitation

To ensure this;

- **We do not allow child labor in our own institutions and all work**
  We expect the same sensitivity from our partners.
- **We provide environments/opportunities that contribute to the development of children within the business, where they can express their thoughts, wishes and feelings freely and feel free and comfortable.**
- **Training our employees on preventing and recognizing child abuse**
  we give.
- **We ensure that children are under adult supervision in the activities they participate in. • We organize training to raise awareness on the protection of children's rights and**
  we support projects.
- **When we witness suspicious activities involving children, we first inform the hotel management.**
  We request assistance from official institutions when deemed necessary.

Machine Translated by Google

ENERGY EFFICIENCY POLICY

- We value collaborating with all our stakeholders to create common goals and results in energy management. We strive to continue our interaction with our guests, employees, visitors and all our business partners in order to reach a level of awareness and consciousness on these issues.
- To research and find energy efficient suitable product, equipment, fittings and technology alternatives, we try to buy and use.
- Document our Energy Management System, disseminate it to all our departments, and when necessary We aim to update, review and continuously improve.
- Evaluates energy risks or emergencies that may arise, such as energy shortages, We plan the precautions that can be taken.
- We take care to separate our waste effectively according to its source, groups and hazard classes. we show.
- We know that using hazardous materials and chemicals only when needed and as much as necessary will reduce both the negative effects on the environment and the amount of

waste, • We contribute to the protection of nature by choosing the materials we receive from our business that have the labels “recycle” and “environmentally friendly”. We try to create

reuse opportunities, • We use disposable materials such as paper, napkins, toilet paper, packaging as much as ne We take care to leave less waste to nature,

- Stores wastes in separate areas according to their characteristics, in a correct manner, and complies with legal storage time limits. We deliver the records to licensed/authorized companies without exceeding the required time,
- We try to use water, energy and all natural resources economically. We share this sensitivity with our employees, guests and suppliers.
- We measure our performance in environmental management, monitor this data with targets and We try to improve our performance. •

We aim to educate our employees about the environment and increase their awareness.

Machine Translated by Google

HUMAN RESOURCES POLICY

In spirit, our employees are the most important resource that makes us who we are. With this awareness, issues such as social and fringe benefits of our employees, performance management, rewards, training and career management, employee safety are always our

priorities. Our Human Resources Vision;

Our mission is to create qualified human resources that are highly motivated, protect and enhance the corporate image, prioritize innovative work, value service and see their work as part of a whole, to prioritize local employment and to be a pioneer in the sector and in Türkiye in integrated human resources practices with a promotion program.

Our Human Resources Mission;

- **Planning and training the human resources that will realize the institution's goals and strategies, carrying out personnel work and procedures at an optimum level, having highly self-confident personnel who are specialized in their fields, have the ability to represent the institution and can bring forward new initiatives in their fields.**
- **To provide strategic support to all companies and departments to improve business results through human resources management, to contribute to the creation of value for all stakeholders by creating and encouraging a high performance culture.**
- **Our employees know what they need to do in our management system and sustainability-related policies and practices. What our employees need to do is defined in writing, communicated to them, and the necessary training and guidance are provided regularly. Training on this subject is recorded.**

- **Our employees are committed to the development and continuous improvement of our management system and sustainability performance they take an active role in its improvement.**
- **We review and improve our system in line with the feedback we receive from our employees.**

Fair pricing

- **Our employees will be informed about their wages, working conditions and working hours before they start working in our facilitie They are informed about issues such as when they will receive their wages.**

Education and Career Management

- **All of our employees have equal access to education. In addition to the legal and professional training required by the hotel industry, employees are provided with periodic training programs, on-the-job training, training required by legal regulations and guidance support related to sustainability and their work areas, including orientation training in line with our sustainability policies and management system. We implement annual training plans on Occupational Health and Safety training, hygiene training for kitchen/service/massage etc. personnel, water and energy saving, chemical substance usage rules, fire protection, first aid, etc.**

- **Our employees have free and open access to all our training materials. • In career management, personnel follow-up system and personnel promotion management according to determined criteria. was being done.**
- **Our hotel undertakes to comply with the relevant provisions of the Labor Law No. 4857 and pays at least the minimum wage to its employees. Our hotel also undertakes to comply with the Social Insurance and General Health Insurance Law No. 5510 and the Occupational Health and Safety Law No. 6331.**

Machine Translated by Google

Labor and Human Rights

- **Ensuring absolute employee satisfaction is a priority issue. From this perspective, it is the management's responsibility to ensure the employee's legal rights, as well as some benefits provided by our company as side benefits; the working environment, psychology, self-motivation, performance, in short, all comfort in the workplace.**

- **Although we have foreign employees in our hotels, as a business that appeals to guests from different nations and provides services at an international level, it is against both our hotel and business principles to discriminate against our guests based on nationality, race, language, etc. Therefore, all personnel procedures of our employees from different countries or nationalities are followed in accordance with legal procedures, and equal opportunities are provided to all our employees within the hotel, regardless of their characteristics. is presented.**

Local employment

- **In our organization, the priority is given to the performance system based on local employment. Priority is given to local people in recruitment.**

OCCUPATIONAL HEALTH AND SAFETY POLICY

In order to protect our workplace, employees, guests and suppliers, to create a safe work environment and to ensure continuity;

- **We comply with all legal and other obligations regarding Occupational Health and Safety.**
- **We uphold the principle that Occupational Health and Safety and improvement activities are the common responsibility of all em We adopt.**
- **We set targets for participation at all levels in Risk Assessment and Risk Level Reduction activities. • We aim to achieve the sustainable "Zero Work Accident" target by continuously improving our Occupational Health and Safety culture. we target.**
- **We carry out our work within the scope of occupational health and safety in order to be a pioneer and an example for all We share it with our employees and our environment.**

WOMEN'S RIGHTS AND GENDER EQUALITY POLICY

We attach importance to gender equality in our business.

- **We ensure the health, safety and well-being of all our employees regardless of gender. • We support the participation of women in the workforce in all our departments and offer equal opportunities. • We act with the policy of "equal pay for equal work" without discriminating on the basis of gender. • We distribute tasks in accordance with the principle of equality. • We provide the necessary environment for equal use of career opportunities. • We create training policies and support the participation of women and the increase of awareness. • We create working environments and practices that protect the work-family life balance. • We support women in company management and offer equal opportunities.**

Machine Translated by Google

- **We do not allow women to be subjected to any kind of abuse, harassment, discrimination, suppression, coercion, slander, etc. We are always aware of and support the value they add to the world and our institution.**

SOCIAL RESPONSIBILITY POLICY

We believe that all our employees have the right to work in a healthy and safe environment, in working conditions that are in line with human dignity. Our primary business goal is to ensure and protect the safety of our employees, with the awareness that they are our most valuable asset.

Our hotel, beyond legal obligations, implements the best environmental solutions, develops environmentally friendly technologies, promotes their use and supports initiatives that will increase environmental awareness. the time is ready.

We take care to fulfill our social and environmental responsibilities towards society in the cities where we operate, in harmonious cooperation with our shareholders, employees, the public, non-governmental organizations and other stakeholders.

We believe that our human resources are the most important element of sustainable growth.

We ensure that our employees' personal rights are used fully and correctly.

We approach our employees honestly and fairly, and are committed to a non-discriminatory, safe and healthy working environment.

We make the necessary effort for the individual development of our employees and observe the balance between work and private life.

We manage the environmental impacts that may arise from all our activities with a sense of responsibility.

Within the framework of the principle of corporate social responsibility, we strive for the development of our society.

Volunteering our employees to participate in appropriate social and community activities with a sense of social responsibility. We support them to be.

We take care to develop and implement approaches to ensure that all our business partners, especially our suppliers, act in the field of social responsibility.

Within the framework of occupational health and safety, we have taken all precautions for our employees and we are also sensitive to the provision of the necessary on-the-job training by experts in the field within the framework of the annual training program

We are sensitive to the traditions and cultures of Türkiye and the countries in which we operate, and act in accordance with all legal regulations.