



## SUSTAINABILITY PERFORMANCE MONITORING POLICY

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### Purpose

The purpose of this policy is to create a framework for monitoring and improving the sustainability performance of our Hotel.

### Scope

This policy covers all activities of our Hotel.

### Responsibilities

- The General Manager assumes overall responsibility for the sustainability performance monitoring process.
- The Operations Manager assumes day-to-day operational responsibility for the sustainability performance monitoring process.
- All employees are responsible for contributing to the sustainability performance monitoring process.

### Process

- Sustainability performance will be monitored using the following indicators:
  - Energy consumption
  - Water consumption
  - Amount of waste
  - Carbon footprint
  - Employee satisfaction
  - Customer satisfaction
  - Relations with local communities
- Sustainability performance will be monitored and reported annually.
- Opportunities for sustainability performance improvement will be assessed in the annual report.

### Registrations

- All sustainability performance monitoring records will be kept and maintained by the Operations Manager.



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**Internal Control**

- The sustainability performance monitoring process is a part of our Hotel's internal control system.
- The sustainability performance monitoring process will help improve the risk management and performance of the business.

**Definitions**

- Sustainability: Protecting natural resources, protecting the environment, and adopting a social responsibility approach.
- Performance monitoring: Activities carried out to measure and improve the performance of a business.
- Indicator: Measurements used to measure performance.
- Reporting: It is the transfer of performance monitoring results to the relevant persons.
- Improvement: It is the activity of increasing performance.
- Risk management: It is the process of identifying, evaluating, and managing the risks of the business.
- Internal control: It is the system created to manage the risks of the business.