SUSTAINABLE ACCOMMODATION POLICY & SUPPLIER CHECKLIST

07/11/2026

PART A — SUSTAINABLE ACCOMMODATION POLICY

1. Policy Statement

Maleng Travel is committed to reducing negative environmental impacts and maximizing the social and economic benefits of tourism across its accommodation supply chain. We work with accommodation partners that demonstrate responsible environmental management, respect for local communities and cultures, fair employment practices, and the responsible use of natural resources. Our approach is guided by People, Planet & Profit, Travelife sustainability requirements, GSTC principles ,the Climate Friendly Travel Pleldge and applicable laws.

2. Scope & Application

This policy applies to hotels, lodges, camps, guesthouses, homestays and community-based accommodation used, contracted or recommended by Maleng Travel.

3. Supplier Sustainability Requirements

Environmental Management: Document and communicate environmental practices; monitor energy and water use; use efficient equipment and renewable energy where feasible; conserve water and consider rainwater harvesting; separate, reuse, recycle and safely dispose of waste; reduce food waste and single-use plastics; manage wastewater safely; protect biodiversity and surrounding ecosystems; consider environmental impacts of construction, operations and guest activities.

Social Responsibility & Decent Work: Comply with applicable labour laws and support fair pay, safe working conditions and equal opportunity; prohibit child labour, forced labour, discrimination and exploitation; provide relevant staff training and development; maintain health, safety and emergency procedures; apply child-protection and safeguarding measures where relevant.

Local Economy & Community: Recruit local people where feasible and qualified; prioritize local suppliers; source food, crafts, services and goods locally where practical and responsible; engage respectfully with neighbouring communities and support community benefit; consider women-led, community-owned and locally owned enterprises in procurement and partnerships.

Culture, Conservation & Accountability: Respect local culture and heritage and ensure cultural experiences are offered with community consent; protect wildlife and natural habitats and comply with conservation rules and permits; provide sustainability information and resource data when requested; hold, pursue or consider recognized sustainability certification and represent its status accurately.

Supplier Management: Receive and acknowledge Maleng Travel's sustainability expectations; complete the supplier checklist and provide supporting evidence; allow sustainability performance to be considered alongside safety, quality, guest needs, location and price; participate in annual review and share updated resource-efficiency and local-employment information; agree corrective actions, an owner and timeline where gaps are identified.

4. Supplier Selection, Monitoring & Corrective Action

Sustainability is considered during supplier selection, contracting and ongoing review. Assessment may use supplier self-assessments, the checklist below, supporting documentation, recognized certifications, operational observations and feedback. Where gaps are identified, Maleng Travel will communicate concerns and, where appropriate, request an improvement plan and provide reasonable guidance. Serious or persistent breaches of law, environmental safeguards, labour standards or human rights may result in reduced promotion, suspension or termination of the business relationship.

5. Implementation & Review

The Sustainability Coordinator coordinates implementation with management and operational teams, maintains assessment records and monitors corrective actions. This policy is reviewed annually or when standards, operations or supplier risks materially change. Staff and accommodation suppliers will be informed of relevant updates.

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PART B — SUSTAINABLE ACCOMMODATION SUPPLIER CHECKLIST

Complete one checklist for each accommodation supplier Click directly on the small checkbox beside:. Select one response per item: ✓ Yes = requirement met; ~ Partial = partly met or improvement needed; ✗ No = not met; N/A = not applicable. Add evidence or corrective action in the final column.

Property: _____	Location: _____	
Assessment date: _____	Assessor: _____	
Review type: ☐ New supplier ☐ Annual ☐ Follow-up		
Assessment item	**Response (select one)**	**Evidence / action**
A. Environmental management		
Environmental policy or practices are documented and communicated.	☐ ✓ Yes ☐ ~ Partial ☐ ✗ No ☐ N/A	
Energy use is monitored; efficient equipment and/or renewable energy (e.g., solar) are used where feasible.	☐ ✓ Yes ☐ ~ Partial ☐ ✗ No ☐ N/A	
Water use is monitored and conservation measures are in place; rainwater harvesting considered where suitable.	☐ ✓ Yes ☐ ~ Partial ☐ ✗ No ☐ N/A	
Waste is separated, reused/recycled and safely disposed; food waste is reduced.	☐ ✓ Yes ☐ ~ Partial ☐ ✗ No ☐ N/A	
Single-use plastics are avoided/minimised; refillable drinking-water options are available where practical.	☐ ✓ Yes ☐ ~ Partial ☐ ✗ No ☐ N/A	
Wastewater is managed safely; surrounding ecosystems and biodiversity are protected.	☐ ✓ Yes ☐ ~ Partial ☐ ✗ No ☐ N/A	
Environmental impacts of construction, operations and guest activities are considered.	☐ ✓ Yes ☐ ~ Partial ☐ ✗ No ☐ N/A	
B. Social responsibility & decent work		
Employment complies with applicable labour laws; fair pay and safe working conditions are supported.	☐ ✓ Yes ☐ ~ Partial ☐ ✗ No ☐ N/A	
No child labour, forced labour, discrimination or exploitation is tolerated.	☐ ✓ Yes ☐ ~ Partial ☐ ✗ No ☐ N/A	

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Staff receive relevant training and have opportunities for development.	☐ ✓ Yes ☐ ~ Partial ☐ ✗ No ☐ N/A	
Health, safety and emergency procedures are maintained for staff and guests.	☐ ✓ Yes ☐ ~ Partial ☐ ✗ No ☐ N/A	
Child protection and safeguarding measures are in place where relevant.	☐ ✓ Yes ☐ ~ Partial ☐ ✗ No ☐ N/A	
C. Local economy & community		
Local people are recruited where feasible and qualified; local suppliers are prioritised.	☐ ✓ Yes ☐ ~ Partial ☐ ✗ No ☐ N/A	
Food, crafts, services and other goods are sourced locally where practical and responsible.	☐ ✓ Yes ☐ ~ Partial ☐ ✗ No ☐ N/A	
The property engages respectfully with neighbouring communities and supports community benefit.	☐ ✓ Yes ☐ ~ Partial ☐ ✗ No ☐ N/A	
Women-led, community-owned and locally owned enterprises are considered in procurement/partnerships.	☐ ✓ Yes ☐ ~ Partial ☐ ✗ No ☐ N/A	
D. Culture, conservation & accountability		
Local culture and heritage are respected; cultural experiences are offered with community consent.	☐ ✓ Yes ☐ ~ Partial ☐ ✗ No ☐ N/A	
Wildlife and natural habitats are protected; operations comply with conservation rules and relevant permits.	☐ ✓ Yes ☐ ~ Partial ☐ ✗ No ☐ N/A	
Supplier can share sustainability information, utility/resource data or other evidence on request.	☐ ✓ Yes ☐ ~ Partial ☐ ✗ No ☐ N/A	
Recognised sustainability certification is held, pursued or considered; status is accurately represented.	☐ ✓ Yes ☐ ~ Partial ☐ ✗ No ☐ N/A	
E. Maleng Travel procurement & supplier management		
Supplier has received Maleng Travel's sustainability expectations/policy.	☐ ✓ Yes ☐ ~ Partial ☐ ✗ No ☐ N/A	
Supplier sustainability checklist is completed and supporting evidence reviewed.	☐ ✓ Yes ☐ ~ Partial ☐ ✗ No ☐ N/A	
Sustainability performance is considered alongside safety, quality, guest needs, location and price.	☐ ✓ Yes ☐ ~ Partial ☐ ✗ No ☐ N/A	

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Supplier agrees to annual review and to provide updated resource-efficiency/local-employment information.	☐ ✓ Yes ☐ ~ Partial ☐ ✗ No ☐ N/A	
Where gaps are identified, a corrective action plan, owner and timeline are agreed.	☐ ✓ Yes ☐ ~ Partial ☐ ✗ No ☐ N/A	

Assessment outcome

☐ Preferred sustainable supplier ☐ Approved with improvement actions ☐ Further review required ☐ Not recommended

Key strengths:

_____

Priority gaps / corrective actions:

_____

Action owner: _____ Due date: _____ Follow-up date: _____

Approval & acknowledgement

Maleng Travel Sustainability Coordinator: _____ Date: _____

Managing Director approval: _____ Date: _____

Supplier representative (acknowledgement): _____ Date: _____

Review frequency: annually, or when standards, operations or supplier risks materially change.

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