

**Burjatic d.o.o.**  
**Župančičeva ulica 1c,**  
**5270 Ajdovščina**

## **Sustainability policy v1.0**

Burjatic d.o.o. is committed to our clients, employees, community, and environment. We aim to achieve corporate social responsibility and to contribute to a sustainable society and to sustainable tourism. We stimulate more awareness among our clients and motivate them towards more sustainable travel behavior.

We are engaged with Travelife and committed to following its sustainable practices. It is a three-stage certification program for tour operators and travel agents: (1) Travelife Engaged; (2) Travelife Partner and (3) Travelife Certified. We are at stage one – Travelife Engaged.

The Travel Life criteria will help guide us in our future actions. To assure our goals are being met and the correct measures are being taken indicators will be set in place including constant evaluation and monitoring as well as completion of additional Travelife criteria. At Burjatic d.o.o., we hope that this journey will lead to many positive changes and we can help shape improvement in ourselves and those that surround us. Our company aims to become one of the leading sustainable DMCs in Slovenia.

### **Burjatic d.o.o. is committed to:**

- promote the natural heritage we have and the importance of taking care of it;
- promote the “principle of sustainability” among our customers, and suppliers;
- offer only tours and activities which respect local natural and community welfare; avoid carbon dioxide emissions
- constantly reassess our supplier base to include better accessibility, both physically and intellectually, to nature, culture, and community.
- monitor and revise our policy and practices; through regular feedback from clients and suppliers and sharing our experiences & findings with all involved.

- continue with education – of staff, suppliers, guides, and clients on the need to respect, protect, and connect with our environmental, cultural, and economic resources.

## **MANAGEMENT AND LEGAL COMPLIANCE**

- comply with the regulations governing the touristic activity, specifically those referring to the environment, wildlife, archaeological heritage, and social security;
- have a clear, accessible sustainability policy and action plan which is monitored and adapted frequently by appointed staff and is shared internally and with partners, suppliers, clients and external forums.

## **OFFICE**

### **Energy and water consumption; waste management**

- properly handle the waste we produce;
- buy less. When buying to give preference to products that have been produced with respect for people and the environment, as well as to service providers who have implemented a sustainability policy; and check their label, for example, FSC, European Ecolabel, The EU organic food label, Fair Trade;
- reduce paper consumption;
- apply the 4 R's Rethink, Reduce, Reuse and Recycle;
- have a water and electricity saving program and “switch-off policy”;
- use biodegradable cleaning products where available;
- encourage cycling or walking to work or sharing transport whenever possible.

## **STAFF**

- provide a clear written and well-communicated social policy covering employee contracts and human rights;
- providing an employment contract including details of the job description, wage rate (which must be at least the national minimum), paid holiday and sick leave;
- providing medical and liability insurance in line with national standards;
- use properly trained local guides and provide a sustainable service without reducing quality;
- create opportunities for students through internships & training schemes;
- not to discriminate on account of gender, race, age, disability, ethnicity, religion/ beliefs of sexual orientation;
- regularly train our staff on quality issues and tourism sustainability

- offering a clearly communicated disciplinary procedure and regular monitoring of employee satisfaction.
- not hindering trade union memberships and representation or collective labor negotiations.

Complying with local structures where applicable;

- offering resources and opportunities for personal development to all employees.

## **CLIENTS**

- ask our clients to be sensitive to local traditions and culture;
- advice customers to buy locally and promote artisan and craft products by explaining how proceeds benefit the destination by reducing leakage;
- offer our customers the opportunity to support the community development initiatives by donating;
- provide clear information to clients about how to respect local culture nature and the environment;
- promote local public transport or cycling and walking routes to customers and inform them about the sustainability impacts;
- advice clients to carry their own reusable water bottle;
- advice clients to eat in local restaurants or farms and taste local dishes;
- protect client information.

## **SUPPLIERS**

- sharing our sustainability goals and action plan with all suppliers;
- selecting sustainable suppliers, giving priority to local goods and services;
- informing clients of transport options and sustainability impacts;
- encouraging local accommodations to become sustainably certified;
- ensuring local, trained guides are given priority.