

Sustainability policy of Tradições de Outrora, LDA



Purpose

The company is committed to protect the environment and promote sustainable business practices. We are committed to minimizing our environmental impact and integrating sustainability into our operations. The purpose of this policy is to recognize our responsibility.

Scope

Our Sustainability Policy is based upon the following principles:

- To comply with, and exceed where practicable, all applicable national legislation, regulations and codes of practice.
- To integrate sustainability considerations into all our business decisions.
- To ensure that all staff are fully aware of our Sustainability Policy and are committed to implementing and improving it.
- To minimize the impact of all our office and tour operation activities.
- To make clients and suppliers aware of our sustainability commitments, and encourage them to adopt sound sustainable management practices.
- To review, annually report, and to continually strive to improve our sustainability performance.
- To ensure accountability and transparency in our sustainability performance.

This Sustainability Policy identifies 4 core values and 4 areas of sustainable practices throughout our business operations.

Márcia Moreira is responsible for implementing the company's sustainability policy.

Sustainability management & legal compliance

Sustainability commitment

Travel 4 Experiences 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

Travel 4 Experiences 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.

Travel 4 Experiences 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 to ensure:
 - Legal compliance in all regards
 - A safe, healthy, and welcoming workplace
 - Fair contract conditions including fair compensation
 - Training opportunities
 - Participation in the sustainability planning activities
 - Inclusion and equal opportunity for all employees, particularly with regard to compensation, promotion, distribution of benefits, and professional development opportunities.

Internal management: environment

Environmental management of office operations

- We are committed to keeping the direct footprint of our business operations as minimal as possible and actively follow [circularity/the 5Rs (refuse, reduce, reuse, repurpose, recycle)/sustainability/environmentally-sound principles. We have the following measures in place:
 - Follow all local and national regulations concerning environmental law
 - Measure, monitor, and evaluate use of all commodities and products purchased, especially in terms of water, waste, energy, and carbon
 - Procure office supply. Locally, with limited packaging, sustainability certified whenever possible
 - Print only when absolutely necessary, and when printing, always print double-sided on grayscale. We try to have paper (FSC or equivalent certified) with preference for the highest percentage post-consumer materials
 - Energy saving measures are in place in all the office
 - All equipment and lighting is energy-efficient and turned off/unplugged/on sleep mode when not in use
 - Water saving measures are in place in all the office
 - Waste is separated into the following categories: [plastic, organic, paper products, metal, hazardous, glass, e-waste] and is disposed of properly by the municipality
 - Noise, light, and air pollution is minimised

Carbon management of office operations

- Travel 4 Experiences is committed to reducing our carbon footprint and endeavours to reduce the amount we travel as much as possible by:
 - Reduce the amount we travel as much as possible
 - Monitoring and measuring carbon footprint with the aim to reduce as much as possible and offset remaining amounts.
 - Encouraging remote work whenever possible, and when it is not possible, making it easier for employees to limit their carbon footprint by use of eco modes of transportation.
 - We commit to look into the possibility of offsetting our remaining direct and indirect carbon from travel and fossil energy use.
 - Installing energy efficient equipment and appliances [where appropriate/possible]

Land use

- Travel 4 Experiences office is located in a urban area and abides by all local land use laws, respects local cultural and natural resources in our business operations, and favours sustainable architecture and design.

General suppliers policy

- Travel 4 Experiences is committed to sourcing its products and services responsibly, avoiding harmful impacts on society, culture and nature as much as possible. We expect the same level of engagement and commitment from our suppliers.
- Travel 4 Experiences prefers to work with partners that share the company's commitment towards sustainability. This means that we prefer partners that have a written sustainability statement as an integral part of their business policy and/or a clear sustainability policy in place.
- Travel 4 Experiences prefers to work with suppliers in the destinations that are locally owned or managed, use local and seasonal products and services and benefit the local community by hiring locally and equitably and by providing fair working conditions.
- Whenever possible, Travel 4 Experiences prefers to select partner companies that comply with tourism-specific, internationally recognized (GSTC-accredited) certifications, or other sustainability certifications like B Corp or ISO.
- Travel 4 Experiences expects its suppliers to adhere to a Code of Conduct/Code of Ethics, that includes the following responsible business practices:
 - Complying with all local, regional, national and international regulations
 - Respecting all human rights including labour rights, children's rights, and women's rights
 - Committing to fair employment conditions
 - Following anti-corruption, anti-bribery, anti-extortion, and anti-discrimination policies
 - Protecting children from (sexual) exploitation through tourism
 - Protecting the environment and natural resources
 - Acting in the best interest of local communities
 - Protecting the interests of Travel 4 Experiences
- Following a zero-tolerance policy, Travel 4 Experiences will immediately terminate any relationships with suppliers that violate our Code of Conduct/Code of Ethics, specifically through acts of bribery, corruption, discrimination, and violation of human rights.
- Travel 4 Experiences raises awareness amongst its suppliers to adopt sound social and environmental practices, and to minimise their carbon footprint.

- Travel 4 Experiences actively collaborates with suppliers to improve their sustainability performance. We encourage our suppliers to continuously learn about sustainability and provide/support this learning whenever possible.
- Travel 4 Experiences maintains open lines of communication with our suppliers and partners and encourage feedback from our stakeholders at any time and on any topic, particularly sustainability.

Inbound partner agencies

- Travel 4 Experiences only works with partner agencies that adhere to the company's Code of Conduct/Code of Ethics.
- In the entire process of developing and operating our travel packages, Travel 4 Experiences expects partner agencies to act in the best interests of the surrounding communities and environment as well as our guests.
- Travel 4 Experiences provides partner agencies opportunities for sustainability learning and management.

Transport

- Travel 4 Experiences only works with transport providers that adhere to the company's Code of Conduct/Code of Ethics.
- When selecting transport for guests and business related travel, Travel 4 Experiences commits to choosing the most environmentally friendly options available for travelling to, from, and within the destination – taking into consideration distance, price, route, and comfort.
- Travel 4 Experiences 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
 - Avoiding in-destination flights as much as possible
 - Offering rail-and-fly transport to and from the airport
 - Using public transportation options in the destinations
 - Using appropriate vehicle sizes for group sizes and purchasing most efficient vehicles available
 - Training drivers on eco-driving techniques

- Travel 4 Experiences offers to the clients to measure and compensate for the unavoidable GHG emissions produced from transportation. Compensation is actively promoted to the clients as a booking option.

Accommodations

- Travel 4 Experiences only works with accommodations that adhere to the company's Code of Conduct/Code of Ethics.
- In the accommodation selection process, Travel 4 Experiences considers the sustainability practices of an accommodation by taking into account their sustainability management and social and environmental footprint.
- Travel 4 Experiences favours the selection of accommodations that respect and protect land use, as well as respectfully highlight elements of local architecture, customs and traditions

Activities & Excursions

- Travel 4 Experiences only works with excursion providers that adhere to the company's Code of Conduct/Code of Ethics.
- All excursions and activities run by or on behalf of Travel 4 Experiences respect local customs, traditions, cultural integrity, and natural resources.
- Travel 4 Experiences commits to not offering any excursions that harm humans, wildlife, environment, or natural resources such as water and energy.
- Travel 4 Experiences gives preference to excursions and activities that benefit local communities, respect animal welfare and support environmental protection.
- Travel 4 Experiences has clear guidelines/Codes of Conduct in place for environmentally and culturally sensitive excursions offered by or on behalf of the company. These guidelines are actively communicated to guests as well as distributed and implemented by excursion providers and guides.
- Travel 4 Experiences provides excursion and attraction providers opportunities for sustainability learning and management.

Tour leaders, local representatives, and guides

- Travel 4 Experiences commits to hiring qualified local guides or other local staff, paying them living wages and providing safe and fair working conditions. We expect the same from our suppliers that are hiring local staff on behalf of Travel 4 Experiences.
- Travel 4 Experiences understands that guides are the intermediaries between the guests and the socio-

cultural and environmental context of the destination, conveying the appropriate behaviour to them. Therefore, we make sure that all guides hired by or leading tours on behalf of Travel 4 Experiences are trained regularly and knowledgeable in the sustainability topics.

- Our guides are specifically trained on the critical issue of sexual exploitation of children in tourism.
- Travel 4 Experiences provides guides with learning opportunities on sustainability topics.
- Travel 4 Experiences provides guides with learning of the tours and training.

Destinations

Sustainable destinations

- Travel 4 Experiences only makes incoming to Portugal and Spain.
- Travel 4 Experiences prefers to work in destinations that have committed to sustainability as an integral part of community and destination development.
- Travel 4 Experiences aims to send visitors to secondary or lesser-known tourist areas to avoid overtourism.

Contribution to local communities / local economic network

- Travel 4 Experiences commits to positive contribution to the destinations in which we operate, by:
 - Sourcing locally and responsibly, and supporting local and traditional arts and culture
 - Encouraging guests to shop responsibly and educating them about illegal/prohibited/forbidden souvenirs
 - Collaborating with other local tourism stakeholders [including local government, other tourism businesses, academia, community groups] to further the sustainable tourism development of the destination
 - Respecting and advocating for all human rights (i.e. children's rights, women's rights, labour rights, etc.) as well as land rights

Environmental stewardship in destinations

- Travel 4 Experiences commits to environmental stewardship in the destinations in which we operate by:
 - Ensuring natural resources remain intact
 - Educating guests about the principles of responsible travel and responsible visitor behaviour

Marketing and communication

- Travel 4 Experiences strives to be truthful in all situations and at all times. We offer products and services that do what we claim in our communications.
- We honour our explicit and implicit commitments and promises.
- We are anti-greenwashing and stand behind our sustainability claims 100%.
- We endeavour to be inclusive and representative in our marketing, and to always take into account cultural, religious, and ethnic sensitivities.

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
 - Compensation of their trips CO2 emissions
 - Activities and excursions that benefit the local communities and environmental protection
 - Responsible shopping and illegal souvenirs

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

- Travel 4 Experiences maintains open lines of communication with our customers and encourages feedback at any time and on any topic, particularly sustainability.

Contact / Responsible person

All staff are responsible for the ownership and undertaking of this policy.

All staff are responsible for the promotion and implementation of this sustainability policy within their departments.

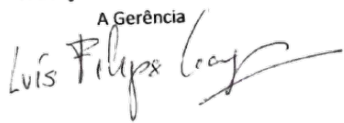
The implementation of this policy will be lead by the Sustainability Coordinator, Márcia Moreira, who can be reached at travel4experiences.com.

Effective date

This policy is effective from 19/04/2023.

Revision history

This policy will be revised by 19/04/2026

Tradições d'Outrora, LDA
A Gerência



16/06/2025