

Sustainable CUFA Travel Policy

September 2024

1. Introduction

This policy aims to minimize the environmental impact of our business travel while maintaining productivity and efficiency. By implementing this sustainable travel policy, we aim to contribute positively to environmental conservation while maintaining our operational effectiveness.

2. Objectives

- Reduce the carbon footprint associated with travel.
- Encourage the use of sustainable transportation options.
- Promote practices that lower the environmental impact of business activities.

3. Travel Booking Guidelines

- **Virtual Meetings:** Prefer virtual meetings and teleconferencing over in-person travel whenever feasible.
- **Direct Flights:** Choose direct flights to reduce emissions associated with takeoffs and landings.

4. Transportation

- **Public Transport:** Utilize public transportation options wherever possible.
- **Electric Vehicles:** Favour electric or hybrid vehicles when using taxis/rideshares

5. Accommodation

- **Sustainable Hotels:** Choose hotels that have environmental certifications or are known for their sustainable practices, such as energy and water conservation efforts.

6. Meal and Catering

- **Local and Sustainable:** Opt for local, organic, and sustainably sourced food options when dining or catering for events.
- **Minimize Waste:** Choose catering services that focus on minimizing food waste and use recyclable or compostable materials.

7. Responsibilities

- **Employees:** Adhere to the travel policy
- **Managers:** Ensure that team members follow the policy and support them in making sustainable travel decisions.