

	<b>POLICY SHARING METHODS POLICY</b>	Document No	POL.A1.11
		Publication Date	01.06.2025
		Revision No	00
		Revision Date	--
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Witt Hotels uses the following methods to effectively share its sustainability management policies with employees, suppliers, stakeholders, and customers:

**1. For Employees:**

- Organizing in-house training programs to explain sustainability policies and emphasize their importance.
- Sharing policies through announcements and internal communication tools within relevant departments.
- Creating internal newsletters that regularly provide employees with up-to-date information on sustainability performance.

**2. For Suppliers:**

- Organizing supplier meetings to share sustainability expectations and policies.
- Including sustainability criteria in supplier contracts.
- Establishing supplier communication platforms to maintain continuous dialogue on sustainability.

**3. For Stakeholders:**

- Publishing annual sustainability reports to communicate the organization's sustainability performance to stakeholders.
- Participating in community meetings and events to engage directly with local communities and other stakeholders.
- Providing regular updates through social media and the corporate website to keep stakeholders informed.

**4. For Customers:**

- Explaining sustainability policies to customers through information boards, brochures, and other materials in the hotel.
- Creating a sustainability page on the website to share the hotel's sustainability commitments with guests.
- Sending sustainability-related information to customers via email newsletters and reservation confirmations.

PREPARED BY	APPROVED BY
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