



## *Sustainable Transportation Policy*

Wherever feasible, all employees including directors, management and employees should adhere to the following policy:

### **General Sustainability Considerations**

The following considerations should be made in the operation of each of these specific transportation services:

#### **Public busses**

- When selecting public busses, we give preference to tourist busses over general busses, as these follow stricter safety rules.
- Where possible, our company will participate in any advisory forum for the enhancement of the public bus system.

#### **Own Vehicles**

- Where private transportation is requested by the client, we utilize our newest and most energy friendly cars.
- All vehicles should hold the green sticker.
- First aid kit and waste collection bag on board.
- The right vehicle for the group size.

#### **Vehicles from Third Party**

- All vehicles should hold the green sticker.
- Vehicles should be regularly and properly maintained.
- First aid kit and waste collection bag on board.
- We will request the right vehicle for the group size.

#### **Drivers**

- They are well informed about our sustainable transportation guidelines (with emphasis on "clean and safe") and understand and follow our Code of Conduct for Drivers.
- Should be physically and mentally fit to ensure safe driving.

- Are well informed on health and safety regulations and traffic rules.
- Have quality driving and communication skills.

## **Flights**

- Because of the bad condition of the roads and long time that overland journeys take, we sometimes use flights for longer distances within the country, as it saves a lot of time. For all domestic flights, **Adventure International Trekking** offsets CO2 emissions by planting trees.

## **Sustainability criteria to select transportation**

When making the decision on which form of sustainable transportation to use at a certain location, the following criteria has to be taken into account:

- **Carbon Footprint:** The transport system chosen should emit minimal carbon emissions, or utilize renewable energy sources.
- **Distance:** The distance to be covered and the time it takes to reach the destination should be considered to ensure that the transportation method is practical and efficient.
- **Comfort and Ease of Use:** The passengers must be comfortable and the transport system should cater to their needs.
- **Affordability:** The cost of the transport system must be reasonable and within reach of the clients.
- **Safety:** The safety of the passengers must be ensured, and the mode of transportation needs to be in compliance with safety regulations.
- **Occupancy:** Select a vehicle that is suitable for the number of people in the group.

For the long-haul destinations, prioritize longer stays at the destinations, particularly for long-distance trips.

## **Provide sustainable transportation alternatives**

In selecting transportation options for transfers and excursions in the destination, prioritize more sustainable alternatives such as walking, biking, public transit, and electric vehicles while taking into consideration practicality and cost-effectiveness. These options will be consulted with clients prior to their travel in Nepal to ensure that their preferences and needs are taken into account while promoting sustainable transportation.

## **Transport vehicle inspection guidelines**

It is compulsory that the vehicle is inspected twice a year to make sure it is secure, dependable, and eco-friendly. These evaluations are fundamental for sustaining the reliability of the transport system and lessening any probable threats to both travelers and the environment. The policy further emphasizes on the regular upkeep and maintenance of

the transportation system to ensure that it is functioning at its best all year round. The transport vehicle safety checklist shall be as follows:

- Tires: Check tire pressure, tread depth, and overall condition of all tires, including the spare tire.
- Brakes: Check the brake pads, rotors, and fluid levels to ensure the brakes are in good working condition.
- Lights: Test all lights, including headlights, taillights, turn signals, and emergency flashers, to ensure they are working properly.
- Windshield wipers: Check the condition of the blades and ensure they are functioning correctly.
- Engine: Check fluid levels, including oil, coolant, and transmission fluid, and inspect belts, hoses, and air filters for any signs of wear or damage.
- Steering and suspension: Check the steering and suspension systems for any signs of wear or damage and ensure the vehicle handles and drives properly.
- Seat belts: Check that all seat belts are in good working condition and functioning properly.
- Emergency equipment: Ensure that the vehicle is equipped with a first aid kit, fire extinguisher, and other necessary emergency equipment.
- Cleanliness: Ensure that the vehicle is clean and free of any debris that could obstruct the driver's view or cause distractions.

### **Code of Conduct for Drivers**

All drivers who operate for **Adventure International Trekking** shall understand and follow these codes of conduct.

#### **Safe driving:**

- Check your vehicle prior to the journey to ensure that your vehicle is within safe operating conditions. Checks should include:
  - Proper inflation of tires
  - Clean windows
  - Mirrors properly adjusted
  - Brakes, lights, windscreen wipers, and wash jets are in working order

- Drive within the speed limit at all times. You should drive at speeds that are safe for the conditions, recognizing that, in some circumstances (such as before and in curves, on damaged or unpaved top layer, in rain or fog) this may be well below the posted speed limit.
- Wear a seat belt at all times, and ensure passengers do the same.
- Look as far ahead as possible and anticipate what other traffic is going to do. Avoid unnecessary braking and fast acceleration.
- Drive courteously by letting other vehicles merge and pass where appropriate. Be patient with other drivers' mistakes and misbehavior. Also, be extra careful around pedestrians and cyclists, allowing them sufficient space and time to move about.
- When you know you will have to stop soon, release the accelerator and roll out in free gear.
- Never drive under the influence of alcohol, medications or other drugs that are likely to affect your alertness or driving performance. Do not drive if you are unfit to do so.
- Plan realistic driving schedule and stop for appropriate breaks.
- Mobile phones will not be answered while driving, unless hands-free option is available.
- When leaving the vehicle, properly lock it and ensure that any personal belongings of our guests are kept safe.

#### **Energy efficiency:**

- Switch to a higher gear quickly (when you drive 80 km/h, you should drive in 5th gear; when driving 50 km/h, in 4th gear).
- Drive as much as possible at a uniform speed at a high gear. This decreases fuel consumption considerably.
- Turn on the engine just before leaving only. If you want to cool the vehicle for the passengers, turn on the engine only five minutes before the guests arrive.
- Switch off the engine when you have to wait. (Already for a stop of 20 seconds, it makes sense to switch off the engine.)
- When guests are on an excursion, switch off air conditioning and engine. Let the tour guide call you when they are about to return, and turn back on the engine only five minutes before the guests arrive.

#### **Sustainable management:**

- Keep your vehicle clean and suitable for our clients at all times. This includes keeping your vehicle smoke-free.
- Be punctual and dress appropriately.
- Where necessary assist passengers into and out of the vehicle.
- Ensure there is a waste bag/bin on board of the vehicle and point this out to clients prior to departure. Empty this waste regularly, at least once a day.
- Listen carefully to specific requests from the clients and adjust your driving style accordingly.

**Society:**

- Limit the use of the vehicle's horn to only the necessary situations.
- Take whatever additional action is necessary to avoid disturbance to residents of the neighborhoods you pass through.