



RoyalCert Certification and Inspection Services Inc.

GSTC CERTIFICATION AUDIT CHECKLIST – HOTEL/ACCOMMODATION SERVICES

CLIENT INFORMATION

Name:	SVALINN HOTEL				
Adress:	AKÇAY CAD NO: 172				
Audit target:	Determining the compliance of activities and processes with the Sustainable Management System and GSTC Criteria and the effectiveness of the system				
Scope of Audit:					
Standard:	GSTC Industry Criteria Hotels and Accommodations				
Management Representative Name:	ÖMER CENGİZ				
Number of Rooms:	110	Number of Effective Employees:	37		
Type of Audit:	Initial Certification	Audit Dates:	23-24/12/2024	Audit Duration (Man/Day):	2 A/G
Audit Team Leader:			Technical Expert:		
Auditor:	ÖMER CENGİZ	Candidate Auditor:			
		Observer:			
Audit Sites:	AKÇAY CAD NO: 172				
Headquarters:	AKÇAY CAD NO: 172				
Branch / Project etc.:					
Temporary Field:			Virtual Field:		
Risk/ Complexity level:	Extremely Low <input type="checkbox"/>	Low <input type="checkbox"/>	High <input type="checkbox"/>		

GSTC INDUSTRY CRITERIA	QUESTIONS	NON-COMFORMITY			OBSERVATION	OBJECTIVE EVIDENCE
		CONFOR M	MAJOR	MINOR		
SECTION A DEMONSTRATE EFFECTIVE SUSTAINABLE MANAGEMENT						
A1 Sustainability management system The organization implements a long-term sustainability management system appropriate to its size and scope, addressing environmental, social, cultural, economic, quality, human rights, health, safety, risk and crisis management issues and driving continuous improvement		X				The organization implements a long-term sustainability management system appropriate to its size and scope, which addresses environmental, social, cultural, economic, quality, human rights, health, safety, risk and crisis management issues and promotes continuous improvement.
1- Does the organization have a defined sustainability management system policy that includes environmental, social, cultural, economic, quality, human rights, health, safety, risk and crisis management issues? Has the organization defined the methods of sharing with its employees, suppliers, stakeholders and clients? 2- In line with the sustainability management system, have goals been set that include environmental, social, cultural, economic, quality, human rights, health, safety, risk and crisis management issues? 3- Does the organization implement a sustainable management system? What evidence is there for implementation (e.g. employee awareness of SMS system policy, evidence of employee monitoring, evidence of system implementation - sustainability report, business plans, etc.)? 4- Has the organization identified a method for maintaining and improving the system? Is the organization based on reviewing the performance effectiveness of the system and targets? 5. Is there a risk analysis that includes the organization's suppliers, stakeholder relations, activities including procurement and sales policies?		X X X X X				1- The organization has a sustainability management system policy that defines environmental, social, cultural, economic, quality, human rights, health, safety, risk and crisis management issues, and all management systems Dated 02.01.2024 It is defined in the 'Sustainability Management System'. 2- In line with the sustainability management system, targets including environmental, social, cultural, economic, quality, human rights, health, security, risk and crisis management issues have been determined. A record of sustainability target and performance monitoring table was observed indicating that sustainability targets were determined and performance monitoring was carried out.

					<p>3- The establishment has implemented the Sustainable Management System dated 02.01.2024 . Sustainability Management System has been defined and implemented. The appointment letter for a sustainability committee was seen on 02.01.2024 in the name of ÖMER CENGİZ .</p> <p>4- that the organization has established a committee on sustainability to maintain and develop the system . On behalf of ÖMER CENGİZ The appointment letter was seen on 02.01.2024 . All national and international legislation and regulations that ensure the legal fulfillment of the hotel have been examined. Evidence and records of compliance with legal requirements are available.</p> <p>5- The organization For the purpose of risk analysis and crisis management, it has been observed that the Sustainability Risk Analysis numbered SVLN -SYS-001 dated 02.01.2024 was prepared, which includes occupational health and safety risks, security risks, environmental risks, human resources, social and economic activities and human rights issues .</p>
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<p>A2 Legal compliance The organization complies with all applicable local, national and international legislation and regulations, including health, safety, labor and environmental issues, among others.</p>	X				<p>The organization has been observed to comply with all applicable local, national and international legislation and regulations, including health, safety, labor and environmental issues.</p>
<p>1- Has the organization established a system for monitoring the legal requirements for which it is responsible? 2- Does the organization keep permits and records of the legal requirements for which it is responsible? 3- Does the organization keep up to date with all relevant legal requirements? Does it implement changes? 4. Has the organization defined the method for notification of changes in legal requirements to all employees, suppliers and all relevant stakeholders? Does it implement it?</p>	<p>X X X X</p>				<p>1- The organization is responsible for monitoring the legal requirements in accordance with the SVLN-SYS-000 dated 02.01.2024. It has created and is monitoring a list of evidence and records regarding compliance with legal requirements.</p> <p>2- The organization regularly maintains permits and records regarding the legal requirements for which it is responsible.</p> <p>3- The organization keeps up to date with all relevant legal requirements.</p> <ul style="list-style-type: none"> - Title Deed No. 3257 dated 27.08.2003 - Tourism Operation Certificate / 27.11.2014-15677 - Tax Plate / 21.10.2014 / Gaziemir Tax Office 3250578032 - 29.12.2023 Zero Waste Certificate / Ministry of Environment and Urbanization / TS/35/B4/9/536 - MÜZFED – MSF Music License / 29.03.2024 / 2023-06767 - Vegetable Waste Oil Purchase Agreement / DG Correct Recovery Environmental Consultancy / 21.01.2024 - EIA Exemption Certificate No. E-48657465.220.02 E-2015734 dated 06.11.2015 / Republic of Turkey Izmir Governorship Provincial Directorate of Environment, Urbanization and Climate Change - First Aid Certificate Ali Naci SEVİMLİ / Document Validity Date: 25.06.2025 - Pest Control Service Agreement / Prodenetim Environmental Health



					<p>Disinfection and Disinfection Service Industry Trade Ltd. Co.</p> <ul style="list-style-type: none"> - Biocidal Responsible Manager Ayhan Karahan - Biocidal Product Applier Kemal GÜLLÜÇAYIR - OHS Risk Analysis / 12.09.2024 - Emergency Action Plan / 12.09.2024 - OHS Service Agreement / Occupational Safety Specialist Ayşenur ERKARAKAŞOĞLU - Workplace Physician Nusret PAKSOY <p>4- To notify all employees, suppliers and all relevant stakeholders of changes in the organization's legal requirements. SVLN - SYS-000 No. 02.01.2024 It has created a List of Compliance with Legal Requirements and published it in the Sustainability Report.</p>
<p>A3 Reporting and communication The organization communicates its sustainability policy, actions and performance to stakeholders, including clients, and seeks their support.</p>	X				<p>The organization communicates its sustainability policy, actions and performance to its stakeholders, including customers, and seeks their support.</p>
<p>1- Has the organization defined a method to monitor the effectiveness of its sustainability performance? Is it measured at regular intervals?</p> <p>2- Has the organization defined methods for informing stakeholders, including employees, clients and suppliers, about changes in its policies and objectives?</p> <p>3- Has the organization identified and implemented a communication method that includes internal and external stakeholders, including emergency contact information?</p> <p>4- Does the organization take action in response to feedback from clients, suppliers and stakeholders regarding performance reporting?</p> <p>5. What method does the organization use for feedback on the actions it takes?</p>	X	X	X	X	<p>1- The institution has defined the monitoring of its sustainability performance and its periods in the Sustainability Report.</p> <p>2- The organization uses methods such as surveys, inventory tracking and consumption result comparison to measure sustainability performance. In addition, the organization shares its sustainability performance with all its stakeholders through the sustainability report on its website. There is also a website communication form that allows stakeholders to easily provide feedback on the shared report and performance results. The organization has made definitions in the Sustainability</p>



					<p>Management System Management System to monitor the effectiveness of its sustainable performance. Some of the monitoring methods are target monitoring, carbon emissions, energy consumption, chemical consumption, customer satisfaction, social activities, etc. It has also been observed that the organization presents its sustainability performance as a report on its website. The organization measures performance every three months. The organization has established a communication mechanism with stakeholders to inform them about changes in its policies and goals. Here, communication channels, frequency of communication and which stakeholders are determined are observed. For example</p> <ul style="list-style-type: none">- E-mail, telephone and face-to-face meetings with suppliers,- Email, social media and face-to-face meetings with guests, <p>3- has defined emergency contact information in the Emergency Team List. The list includes the Fire Fighting Team, First Aid Team, Search and Rescue and Evacuation Team and Protection Team. The list includes the names and surnames, duties and phone numbers of the people in the defined teams .</p> <p>4- The organization has created a contact form on its website for performance reporting and all other feedback. The organization creates the SVLN-SYS-018 Corrective Preventive Action Request Form based on incoming emails. (Ex . Electrical panels are not locked / 13.08.2024 / Locks repaired)</p> <p>5- The organization uses e-mail and</p>
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					<p>telephone as communication mechanisms to inform its stakeholders about the actions taken. It was observed that in response to the Corrective Preventive Action Request Form, information was first provided via e-mail and then via telephone.</p>
<p>A4 Staff engagement Staff are engaged in the development and implementation of the sustainability management system and receive periodic guidance and training on their roles and responsibilities in its delivery.</p>	X				<p>Staff participate in the development and implementation of the sustainability management system and receive training on their roles and responsibilities in implementing this system.</p>
<p>1- Has the organization defined and communicated in writing the roles and responsibilities, including sustainability roles, of employees in the implementation and development of the sustainability management system, including changes? 2- Are employees aware of their roles, authorities and responsibilities in the sustainability management system? 3- Has the organization defined a method to develop and monitor the qualifications of employees in terms of sustainability role? 4- Has the organization defined a method for orientation/on-the-job training of newly recruited staff, including sustainability responsibilities (hygiene training for kitchen/service staff, OHS training for all staff, etc.)? 5- Has the organization established a mechanism to receive feedback from employees, including opportunities for improvement in sustainability? (Sustainability working groups appropriate to the job description can be established and employees can be encouraged to make regular improvements in sustainability) Is it in place? Is the evidence available? 6. Are employees with different mother tongues trained in their mother tongue or through an interpreter on their duties, authorities, responsibilities and defined roles in the sustainability management system? Is evidence available?</p>	<p>X X X X X X</p>				<p>1- It has been observed that the organization has created the Job Descriptions for the implementation of the sustainability management system, including the changes and the duties of each unit within the organization, and it has been examined that they have been communicated to all personnel against signature.</p> <p>2- Sustainability roles are defined in employee job descriptions.</p> <p>When the job descriptions were examined, it was seen that each position had its own sustainability roles defined .</p> <p>3- It was observed that the personnel were aware of their authority and responsibilities. The personnel were asked about the customer complaint mechanism and it was observed that they explained and implemented the customer satisfaction mechanism established by the institution.</p> <p>4- It has been observed that all training of the personnel has been completed.</p>



					<p>The Annual Training Plan with Document No. SVLN-SYS-050 dated 02.01.2024 has been seen and a Training Participation Form has been created.</p> <p>All staff have a Hygiene certificate.</p> <p>Fire Training was carried out by Foka Shipping .</p> <p>There is one first aider: Ali Naci SEVİMLİ</p> <p>5- The institution has created working groups under each department according to their authorities and duties, and these groups have initiated the sustainability team. Sustainability Team Task List</p> <p>6- There are no foreign national employees.</p>
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<p>A5 Client experience Client satisfaction, including sustainability aspects, is monitored and corrective measures are taken</p>	X				<p>Customer satisfaction, including sustainability aspects, is monitored and corrective measures are taken.</p>
<p>1- Has the organization defined and implemented a method to measure client satisfaction with the services provided, including sustainability issues, on all relevant platforms, including social media (e.g. removal of boucle products, identification of cultural heritage, etc.)?</p> <p>2- Does the organization regularly measure client satisfaction? Are the results analyzed? Does the organization carry out necessary corrective and preventive actions in line with feedback from client?</p> <p>3- Has the organization set targets for sustainability performance in measuring client satisfaction?</p> <p>4- Apart from satisfaction measurements, if any, have systems been established where client can convey their opinions about their experiences, and are records kept?</p> <p>5. Are the impacts of sustainability practices monitored in the long term?</p>	<p>X</p> <p>X</p> <p>X</p> <p>X</p> <p>X</p>				<p>1- The organization has established policies and procedures to monitor and measure customer satisfaction. Each room has a satisfaction survey and a sustainability survey. There is also a website contact form where customers can easily submit their opinions. There is a customer request - request - complaint box at the reception at the room exit for customers who cannot fill out the survey in the room.</p> <p>2- Customer complaints are stored in the customer complaint form. A complaint tracking form is used to track them. In case of a complaint, corrective and preventive actions are initiated. Customer satisfaction is measured through social media.</p> <p>It is stated that in the Sustainability Management System, all surveys, website and internet comments are examined and the results are analyzed on a departmental basis.</p> <p>The target of increasing customer satisfaction has been determined in the targets table and the aim is to achieve the desired target within 1 year.</p>



					<p>the institution uses the Sustainability Survey related to sustainability performance in measuring customer satisfaction . Some sample questions included in the survey content are as follows:</p> <ul style="list-style-type: none">- Have you seen our Sustainability Policy?- Your suggestions for our sustainability practices- Are you satisfied with the sustainability practices of our business?- Are you satisfied with our Sustainable Practices?- Would you support us for our sustainable practices? <p>3- The institution has set targets for sustainability performance while measuring customer satisfaction. These can be seen in the Targets Table.</p> <p>4- The organization has determined the methods of monitoring the effects in the long term with the Corrective and Preventive Activities Procedure. It has been observed that the records are taken and finalized with the Corrective and Preventive Action Request Form.</p> <p>5- It was observed that necessary corrective and preventive actions were taken in line with the feedback received from customers during the inspections.</p>
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<p>A6 Accurate promotion Promotional materials and marketing communications are accurate and transparent about the Organization, its products and services, including its sustainability claims. No more is promised than can be delivered.</p>	X				<p>Promotional materials and marketing communications are truthful and transparent about the Organization, its products and services, including sustainability claims. It does not promise more than can be delivered.</p>
<p>1- Do the organization's promotional and marketing materials regarding its activities, including sustainability efforts, and the services and products offered at the facility reflect the reality? Are there any misleading activities related to the services (e.g. the image of a forest destroyed by fire or a restaurant menu that does not serve, etc.)? 2- Do promotional and marketing activities (website, social media, brochure, video, etc.) include more than services that can be experienced (provided)? 3- Do the joint services used in advertisements/promotions fall within the scope of GSTC (in the case of services offered jointly with a hotel that does not have a GSTC certificate but belongs to the same group, does the promotion give the impression that both facilities are GSTC certified)? 4. Do the promotions that include client experience belong to real clients and real experiences?</p>	X	X	X	X	<p>1- All room images on the organization's website are the same as the real ones. There is also a statement in the Sustainability Handbook that more than what can be offered will not be offered. In addition, when the chamber and company promotional information on the website is examined, there is no more than the real thing.</p> <p>2- The correct introduction was made on the web address. It was seen that the Sustainability Report provided information about sustainable tourism and places to visit in Izmir. When the information given was examined:</p> <ul style="list-style-type: none"> - Room images are exactly the same during field inspections, - The services provided (parking lot, restaurant etc.) are services provided within the hotel and there is no additional written information. - Interviews with local community representatives and research on the internet have shown that there is no misleading information about places to visit in Izmir. <p>3- Hotel Sustainability Report it has been examined and found to be correct. It has been determined that common services used in advertising/promotion are within the scope of GSTC. For example</p> <ul style="list-style-type: none"> - Free toiletries/cosmetics The environmentally friendly practices offered by the establishment in the promotions were examined during the



					<p>field inspections. It was observed that waste separation boxes and temporary waste storage areas were created in all sections of the hotel. It was observed that the purchased products consisted of environmentally friendly products. It was observed that saving practices were applied everywhere in the establishment. Promotions and experiences completely reflect the truth.</p> <p>4- When customer experiences were examined, it was seen that all of them were real people who had stayed at the hotel and there was no untrue situation.</p>
A7 Buildings and infrastructure Planning, siting, design, construction, renovation, operation and demolition of buildings and infrastructure...					
A7.1 Compliance ... Compliance with zoning requirements and laws related to protected and sensitive areas and historical heritage issues	X				<p>The organization ensures compliance with zoning requirements and laws regarding protected and sensitive areas and historical heritage issues.</p>
<p>1- Does the organization comply with legal regulations on the protection of natural and cultural heritage during the construction and renovation of the facility, including its capacity? Is there a list of legal regulations it is obliged to comply with?</p> <p>2. Has an environmental impact assessment been conducted (for hotels and accommodation facilities required by legislation)?</p>	X	X			<p>1- The facility capacity of the organization has been determined with legal permissions in accordance with the protection of cultural heritage, natural heritage and biodiversity. All environmental regulations have been complied with during the capacity and design. These regulations are also included in the list of external documents of the organization. Local community representatives were also consulted during the establishment of the facility. There are natural disaster risks such as earthquakes in the region where the organization is located. When the risk analysis form was examined, it was seen that the risks arising from natural disasters were evaluated. The</p>

					<p>Building Usage Permit was examined and the capacities were found appropriate. It was seen that the facility capacity of the organization was determined in accordance with the legal requirements in accordance with the protection of cultural heritage, natural heritage and biodiversity and zoning permits were granted.</p> <p>- Business License</p> <p>While the infrastructure of the facility was being created, it was designed and approved by Izmir Municipality.</p> <p>2- EIA Exemption Certificate No. E-48657465.220.02 E-2015734 dated 06.11.2015 / Republic of Turkey Izmir Governorship Provincial Directorate of Environment, Urbanization and Climate Change</p>
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<p>A7.2 Impact and integrity ... The capacity and integrity of the natural and cultural environment is taken into account</p>	X				<p>Establishment takes into account the capacity and integrity of the natural and cultural environment.</p>
<p>1- Has the capacity of the facility been determined in accordance with the protection of cultural heritage, natural heritage and biodiversity? Is evidence available?</p> <p>2- Has the location and capacity selection of the facility been determined in a way that natural areas can bear? What are the studies conducted in this regard?</p> <p>3- Is the infrastructure of the facility suitable to prevent damage to living creatures, plants, etc. based on the number of visitors?</p> <p>4- Have the organization identified waterways, soil basins, agricultural areas that may be affected by the construction or activities of the facility and have activities been implemented to reduce the effects of these risk factors while determining their construction and capacities? Has climate change been taken into account as a risk factor?</p> <p>5. If the facility is located in a region with high natural disaster risks, is a risk analysis conducted to mitigate the risks, taking into account its capacity and infrastructure? Does the construction of the facility include all measures to eliminate the harmful impact?</p>	X	X	X	X	<p>1- The facility capacity of the organization has been determined by legal permits in accordance with the protection of cultural heritage, natural heritage and biodiversity. All environmental regulations have been complied with during the capacity and design. These regulations are also included in the list of external documents of the organization. Local community representatives were also consulted during the establishment of the facility.</p> <p>2- It is observed that the facility capacity of the organization has been determined in accordance with the legal requirements and the protection of cultural heritage, natural heritage and biodiversity, and zoning permits have been granted.</p> <p>3- Location and Capacity selection was determined by the letter of the Environment and Urbanization Directorate. No damage was done to natural areas.</p> <p>The carrying capacity in the area where the organization is located has been determined based on special permits.</p>

					<p>Accordingly, official permits have been obtained. In order to carry out its activities, the organization has obtained a business and operating license from the Izmir Metropolitan Municipality.</p> <p>4- The infrastructure of the facility was designed and approved by Izmir Metropolitan Municipality. - Wastewater Connection Permit - Business License During the establishment phase, environmental and urban planning articles were taken into consideration and legal regulations were complied with. It was observed that the organization received legal permits from Aliğa Municipality for the construction of the facility. All construction phases were carried out in accordance with the legislation. When the organization's documents were examined, it was seen that the Environmental Regulation, Work Safety Regulation and Tourism Regulation were included in the Documents List numbered SVLN-SYS-000 and that the facility was aware of these regulations.</p> <p>The Environmental Impact Assessment Table has been seen.</p> <p>5- There are natural disaster risks such as earthquakes in the region where the institution is located. When the risk analysis form was examined, it was seen that the risks arising from natural disasters were evaluated.</p>
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A7.3 Sustainable practices and materials ... the use of locally appropriate and sustainable practices and materials	X				The organization uses locally appropriate and sustainable practices and materials.
<p>1- Are the organization's building materials selected from sustainable materials (including infrastructure)?</p> <p>2- Are the organization's furniture, décor materials, etc. obtained from sustainable sources (Sustainable certified products, environmentally friendly materials, etc.) Is the purchasing policy based on sustainability criteria?</p> <p>3- Does the organization have a method for sorting and disposing of construction waste materials in an environmentally friendly manner?</p> <p>4- Has the organization determined sustainable supplier criteria for the materials used in its buildings? Is it implemented? Can it be proven through records, supplier audits, etc.?</p> <p>5- Are the plants selected as landscaping materials selected from durable plants suitable for climatic conditions?</p> <p>6- Do the employees of the organization have knowledge about sustainable materials, does their knowledge, policy, etc. support them?</p> <p>7. Are the organization's renovations and renovations planned with sustainable materials? Are targets set for this purpose? Are they followed? Is there evidence?</p>	<p>X</p> <p>X</p> <p>X</p> <p>X</p> <p>X</p> <p>X</p> <p>X</p>				<p>1- When we look at the decoration and interior of the organization, we see that the materials used are made of sustainable materials, mainly wood.</p> <p>2- purchasing policy on the subject is examined, it is committed to using sustainable materials in its decoration and furniture. The organization periodically audits its purchases and suppliers, especially for materials.</p> <p>3- It was observed that waste originating from construction was first delivered to the Izmir Metropolitan Municipality within the facility. It was observed that durable materials such as wood, metal, etc. were used. Old towels are used as cleaning cloths, old sheets are used as pillow cases. The products and materials obtained from the changes made in the guest rooms are evaluated in the garden areas.</p> <p>4- all purchasing activities , the organization will select sustainable materials in accordance with the Sustainable Purchasing Policy dated 02.01.2024 .</p> <p>5- When the landscaping materials used were examined, plants resistant to the climate of the region were used. The majority of the plants were artificial. It was seen that a plant inventory list had been prepared.</p> <p>6- During the field audit, it was observed that the institution's employees were knowledgeable about sustainable</p>



					<p>materials.</p> <p>7- the institution's Sustainability Report that sustainability will be given priority in the renovations to be made and the purchases to be made.</p>
<p>A7.4 Access for all ... Providing access and information to people with special needs where necessary</p>			X		<p>The establishment cannot provide full access to people with special needs. There is no disabled parking.</p>
<p>1- Does the organization provide accessibility for persons with disabilities? (Applies to hotels that comply with legislation and/or commitments) Is it aware of legal requirements? In facilities with disabled rooms, is the entire facility, including rooms, designed for persons with disabilities and/or other special needs in accordance with the nature of the operation? Is it implemented in such a way that they can meet all their needs on their own? (sink sizes, siphon locations, shower tray entrances, access to shower heads and faucets, positioning of rooms in a way that does not create an obstacle to the guest's entry to the room, presence of visually impaired alphabet on the door key section, suitability of transitions to other social areas of the facility for visually impaired people, etc.)</p> <p>2- Are the organization's promotions of access for persons with disabilities within the facility accurate and realistic? (For example, promotions that pools can be used even if there is no pool suitable for disabled use, etc.)</p>	X		X		<p>1- There is 1 disabled room in the facility. Rooms 1001 and 1013 are designed as disabled rooms. There are railings , double tap, rope call button (with sound and light).</p> <p>There are no angled mirrors in the rooms.</p> <p>There is no disabled parking.</p> <p>There are ramps suitable for disabled access at the hotel entrance and in common areas.</p> <p>Vegan options are available on the menus.</p> <p>2- Information and promotions on the website regarding accessibility are available in the Sustainability Report.</p>



<p>A8 Land, water and property rights The land, water and property rights acquired by the organization are legal, comply with the rights of local inhabitants, have been informed in advance, their consent has been obtained and do not require forced relocation</p>	X				<p>Land, water and property rights acquired by the organization are legal, comply with the rights of local people, have been informed in advance, have their consent and do not require forced displacement.</p>
<p>1- Are the organization's land and water ownership rights to the facility legally documented? 2- Have the land, water and property rights to the facility been obtained by protecting the rights of local people? Is it up to date? 3. Has the opinion and consent of the local community been obtained in the construction of the facility and is there evidence of mandatory relocation of the local community?</p>	X X X				<p>1- There was no forced displacement because the area where the organization was located was previously their own land. Local community leaders were consulted on the issue. The organization's land, water and property rights are documented with a title deed, building occupancy permit and business license.</p> <p>It has been observed that the land and water ownership rights of the establishment belonging to the facility are documented with the title deed, building use permit and business license. The documents have been examined and the information is as follows: Business License</p> <p>2- The property right has been transferred to the property owner by the state through a deed and all legal permissions have been seen. Therefore, there is no evidence that the rights of the local people have been violated in the purchase or construction of the facility.</p> <p>3- In the interviews with the local residents, it was stated that the views of the local people were taken during the construction of the facility. The local people are constantly consulted during the construction and operation of the facility. The views of the local people are collected regularly.</p> <p>The appointment letter dated</p>

					<p>the field inspections, promotional brochures designed and printed by the Izmir Provincial Directorate of Culture and Tourism were seen in the seating area in the hotel lobby and at the reception. The information is provided with the brochure. It was observed that a communication mechanism was established by the organization to communicate with customers and employees for the purpose of providing information and interpretation. In this communication mechanism,</p> <p>With customers:</p> <ul style="list-style-type: none">- Email- Social Media- Call Center- With Employees (Front Office Staff)- Meetings- Email <ul style="list-style-type: none">- Rules to be followed in Protected Areas- Rules to Follow During Museum Visits- Hotel Accommodation Rules and Regulations- Rules of Conduct for Foreign Tourists to Consider in Turkey- Public Transport Rules instructions have been seen. <p>4- Interviews with staff confirm the practices.</p>
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A10 Destination engagement The organization is engaged in sustainable tourism planning and management in the destination where such opportunities exist	X				The organization deals with sustainable tourism planning and management in the destination.
1. Has the organization identified any policies or strategies to contribute to the planning and management of sustainable tourism in its destination? Is there evidence of implementation (e.g. memberships, joint meeting attendance records, photographs, etc.)?	X				<p>1- The organization is a member of the Izmir Chamber of Hoteliers .</p> <p>The organization has a Sustainable Tourism Planning and Contribution Policy.</p> <p>When the organization's 02.01.2024 Sustainability Management System Policy is examined, it is seen that strategies such as continuous performance monitoring, receiving opinions and maintaining the satisfaction mechanism have been determined in order to contribute to the planning and management of sustainable tourism in the destination.</p>
SECTION B MAXIMIZE SOCIAL AND ECONOMIC BENEFITS TO THE LOCAL COMMUNITY AND MINIMIZE NEGATIVE IMPACTS					
B1 Community support The organization actively supports initiatives for local infrastructure and social community development. Examples of initiatives include education, training, health and sanitation, and projects addressing the impacts of climate change	X				The organization actively supports initiatives for local infrastructure and social community development.
<p>1- Does the organization carry out activities to support the development of local infrastructure and local communities in its region (services created with the initiative of local people. E.g. cafe, sale of local handicrafts, etc.) Are local people consulted to identify needs? Is the methodology for the activities defined?</p> <p>2- Do local people have a positive view that these activities meet the priority needs of infrastructure and local people (e.g. interviews with local community representatives about the organization's activities, interviews with local authorities, etc.)?</p> <p>3. Do staff have an awareness of the organization's sustainable and effective activities for the development of local infrastructure and local communities? Do the practices support this?</p>	X	X	X	X	<p>1- organization supports the development of local infrastructure and local communities. SVLN -SYS-087 /02.01.2024/Rev.00 It is defined in the LOCAL/REGIONAL PEOPLE SUPPORT POLICY.</p> <p>2- In order to ensure the sustainability of activities to support local communities, the organization SVLN-SYS-087/02.01.2024/ Rev.00 In the LOCAL /REGIONAL PEOPLE SUPPORT POLICY, it was stated that it would meet with local community representatives once a year. It was observed that the organization held a meeting with the muhtar while</p>



					<p>determining the relevant activities in its policy.</p> <p>The interviews confirmed that the organization supports the local people. Methods and mechanisms SVLN -SYS-087/02.01.2024/Rev.00 Defined in the LOCAL/REGIONAL PEOPLE SUPPORT POLICY.</p> <p>To ensure the sustainability of activities supporting local communities, the organization SVLN -SYS-088/02.01.2024/Rev.00 In its Local Community Support Policy, it has stated that it will hold a meeting with local community representatives every year. In these meetings, the needs of the local people will be determined and the performance monitoring of sustainability activities will be evaluated.</p> <p>During the field inspections carried out within the organization, interviews were conducted with Technical Unit staff and questions were asked about the organization's policy of supporting the local community. The responses received indicated that the organization's policy was supported and the defined methods were implemented.</p> <p>The organization carries out its activities to support the development of local infrastructure and local communities SVLN-SYS-087/02.01.2024/ Rev.00 02.01.2024 /Rev.00 It is defined in the LOCAL/REGIONAL PEOPLE SUPPORT POLICY.</p> <p>The organization will provide a free breakfast event to the Down Syndrome Association on 10.01.2025.</p>
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					It was observed that the staff had awareness of the organization's sustainable and effective activities for the development of local infrastructure and local communities.
B2 Local employment Local residents are offered equal opportunities for employment and advancement, including management positions	X				The organization offers local residents equal opportunities for employment and advancement, including management positions.
<p>1- Is there a defined mechanism to ensure equal employment and advancement opportunities for local people (e.g. check of the policy document and/or actual data on local employment)?</p> <p>2- Has the organization determined the ratio of local employment to total employees and the ratio of local employees in management positions?</p> <p>3- Has the organization set targets for local employment, including management staff? Do the set targets support the policy to increase local employment? For this purpose, are trainings, seminars, etc. provided for the development of local employees?</p> <p>4- Has the organization set criteria that will enable local employees to develop and rise to management positions? Are these criteria applied equally for employees (local and/or non-local) in the same positions (e.g. policy, procedure, etc.)?</p> <p>5. Are wages, overtime and fringe benefits of local employees paid on time and in full?</p>	X X X X X				<p>1- It is seen that the mechanisms for the organization to provide equal employment and advancement opportunities to the local people are defined in the Sustainability Report. It is seen that the mechanisms for the organization to provide equal employment and advancement opportunities to the local people are defined in the 02.01.2024 Sustainability Management System Policy and 02.01.2024 It has been seen that it is stated in the LOCAL/REGIONAL EMPLOYMENT POLICY.</p> <p>2- It is seen that the institution has created a Current Staff List in order to determine the local employment rate and working groups.</p> <p>When the content of the list is examined, it is seen that a total of 34 personnel are employed and 87.5% of these people are employed locally.</p> <p>Total Employees: 34 Female –12 - manager- 1 Male - 22 -manager- 1 Intern-6 Foreign-0 Disabled- 0</p> <p>3- The facility has set a target in its Goals</p>

					<p>Table to support local employment.</p> <p>4- It is clearly stated in the facility management procedure that equal rights will be provided.</p> <p>5- The facility has provided all necessary training for staff.</p> <p>The Human Resources Department provides training and development opportunities to contribute to the personal and professional development of employees.</p> <p>Training and development opportunities are divided into on-the-job and off-the-job training opportunities.</p> <p>On-the-job training opportunities help employees improve their skills in their current positions.</p> <p>Off-the-job training opportunities help employees learn new skills and advance their careers.</p> <p>Employees contact the Human Resources Department to take advantage of career opportunities.</p> <p>The Human Resources Department offers suitable positions to employees.</p> <p>Employees can apply for suitable positions.</p> <p>The Human Resources Department evaluates employees according to their positions.</p> <p>The Human Resources Department assigns the most suitable employees to</p>
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					<p>the positions.</p> <p>that employees are provided with wages above minimum wage, meals and extra desk pay.</p>
<p>B3 Local purchasing When purchasing and providing goods and services, the organization gives priority to local and affordable suppliers that are available and of sufficient quality</p>	X				<p>When purchasing and providing goods and services, the organization gives priority to local and affordable suppliers that are available and of sufficient quality.</p>
<p>1- Does the organization's procurement policy prioritize local procurement? 2- What is the ratio of the number of local suppliers to the organization's total suppliers? Has a target been set to increase it? Is it consistently implemented (e.g. weekly, monthly, yearly, etc. statistics and ratios)? 3- Has the organization informed its local suppliers about its procurement criteria? 4- Does the organization conduct regular audits for local suppliers and support their development in terms of sustainability and quality? 5- Is the local supplier list kept up to date? 6- Does the organization first conduct research in the local region for all purchases it needs? In cases where local materials of the desired quality and sustainability cannot be found, does it enable the development of local suppliers by sharing its criteria with local dealers and evaluate their progress by updating its suppliers in favor of local dealers? 7. Is the organization's ratio of local purchases to total purchases in line with the target and policy?</p>	<p>X X X X X X X</p>				<p>1- The organization has committed to purchasing locally when purchasing goods and services and has stated its methods in its policy. All suppliers are included in the supplier list and local/non-local supplier ratios are determined. The organization conducts a preliminary assessment to determine its suppliers. The organization's purchasing criteria are communicated to its suppliers via e-mail. The organization undertakes to visit and evaluate its suppliers every year.</p> <p>The organization ENVIRONMENTALLY FRIENDLY AND EFFICIENT PURCHASING POLICY has been observed.</p> <p>2- The organization's Approved Supplier list was examined and it was found that there were 15 suppliers in total.</p>



					<p>Table-2 is to increase the local supplier rate in the Targets Table by 15%.</p> <p>It is observed that 60% of the work is done with local suppliers.</p> <p>3- IT HAS BEEN SEEN THAT THE FACILITY INFORMED ITS SUPPLIERS ABOUT THE SUPPLY CRITERIA ON ITS WEBSITE.</p> <p>When the Sustainable Tourism Report on the institution's website was examined, it was seen that purchasing criteria were presented as a policy. In addition, during field inspections conducted in the purchasing unit, it was determined that purchasing criteria were shared with suppliers via e-mail.</p> <p>4- It has been stated that the facility will audit its suppliers. It has been observed that the organization will audit all its suppliers at least once a year and the need to search for suppliers will be determined according to the score received as a result of the audit. The organization uses the Supplier Evaluation Form for supplier evaluations. It has been observed that they are evaluated under the titles of Local Supplier, Regional Supplier, Organic Product, Ecological Product, Fair Trade and Environmental Impacts.</p> <p>IT HAS BEEN OBSERVED THAT THE FACILITY'S PURCHASING RATES AND POLICY ARE COMPATIBLE.</p> <p>5- It has been observed that the Local Supplier List is kept up to date.</p> <p>6- The facility's local purchasing policy is followed.</p>
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					<p>By the institution Local Purchasing Policy was reviewed and it was seen that the policy included local purchasing. Some of the articles included in the policy are as follows:</p> <ul style="list-style-type: none"> - It accepts the companies we do business with as Business Partners. It takes care to pay the payment responsibilities of the companies within the agreed term. It strives to ensure that Business Partners continue their commercial life. - By providing equal information, opportunities and environment to all suppliers, it adheres to the principle of transparent participation, confidentiality and results with objective criteria. - Purchases products and services in accordance with relevant official regulations and gives priority to purchasing local businesses and locally marked products. <p>It prioritizes the purchase of products and services that are environmentally sustainable, contain recycled raw materials or are recyclable, sustainably produced or sourced, contain less packaging and waste, are organic, save energy and water, and are environmentally sustainable.</p> <ul style="list-style-type: none"> - Gives positive priority to cooperatives, local unions and businesses established by women entrepreneurs. - Wherever possible, we prioritize purchasing products in large packaging, thus preventing excess packaging waste. - We ensure that our Quality Assurance Management Systems, Environmental and Occupational Health and Safety Management Systems have
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					<p>internationally recognized environmental and sustainability labels/certifications.</p> <ul style="list-style-type: none"> - We take care to ensure that there are no harmful effects on the environment in production and supply and to comply with environmental legislation. - We take care to ensure that resources are used/consumed appropriately without harming natural life and the ecosystem, and that hunting bans are observed . - We attach importance to domestic and local production/service providers. <p>7- It has been observed that the ratio of the organization's local purchases to total purchases is in line with its goals and policies.</p>
<p>B4 Local entrepreneurs The organization supports local entrepreneurs in the development and sale of sustainable products and services based on the nature, history and culture of the region</p>	X				<p>The organization supports local entrepreneurs in the development and sale of sustainable products and services based on the nature, history and culture of the region.</p>
<p>1- Is there methodology and evidence that the organization supports local entrepreneurs (Have local organizations and products and services to be procured from local organizations been identified?)</p> <p>2- Has the organization created a list of local enterprises in its region? Are there research studies on them?</p> <p>3- What kind of plans and practices does the organization have to support local enterprises and increase their number in the future (providing sales space, promoting their websites, including them in their brochures, etc.)?</p> <p>4. Do the interviews with local entrepreneurs confirm the organization's support activities (e.g. record of interviews with local entrepreneurs, etc.)?</p>	<p>X</p> <p>X</p> <p>X</p> <p>X</p>				<p>1- The organization has defined its policy activities to support local/regional entrepreneurs in the development and sale of sustainable products and services based on the nature, history and culture of the local/region. Products produced by local entrepreneurs are exhibited in the business from time to time.</p> <p>The facility 02.01.2024 There is a Policy to Support Local/Regional Entrepreneurs.</p> <p>2- The organization 02.01.2024The Local/Regional Entrepreneurs Support Policy was examined and it was seen that the policy defined a list of local entrepreneurs and research methods.</p> <p>3- The organization organized a charity</p>



					<p>bazaar for handicrafts under the auspices of the Municipality to support local entrepreneurs.</p> <p>4- Both interviews with local entrepreneurs and the company's social media posts confirm the support activities.</p>
<p>B5 Exploitation and harassment The organization has a policy against commercial, sexual or any other form of exploitation or harassment, especially of children, adolescents, women, minorities and other vulnerable groups</p>	X				<p>The organization has a policy against commercial, sexual or any other form of exploitation or harassment, especially against children, adolescents, women, minorities and other vulnerable groups.</p>
<p>1- Has the organization established any policies and procedures for the protection of vulnerable groups? 2- What actions does the organization take to protect its employees against sexual or other forms of harassment (feedback from employees, meeting with vulnerable groups, etc.)? 3- Has the organization informed all its employees about its policy against possible abuse, harassment or exploitation of any kind and defined the methods of reporting a complaint and sanctions in case of a possible situation? Have methods been identified to enable employees to report any possible harassment without hesitation? 4- Do employees in vulnerable groups feel safe (interviews with employees)? 5- Does the organization have activities to prevent child abuse and harassment (sex tourism)? Can it show evidence (e.g. policy on children and women's rights, etc.)? 6- Has the organization identified vulnerable persons (e.g. staff list, procedure on identification method, etc.)? 7. Are there any court decisions/trials against the organization related to abuse and harassment?</p>	<p>X X X X X X X</p>				<p>1- The organization has established policies and guidelines to protect vulnerable groups. Vulnerable groups are identified in its policies.</p> <p>2- An anti-harassment mechanism has been established to protect vulnerable groups from abuse and harassment and all staff have been informed. Interviews with staff confirm that they have been informed. Interviews with local community representatives confirm that the hotel pays special attention to this issue and that there have been no cases of harassment in the past. The property has identified vulnerable groups.</p>



					<p>3- It was also observed that a complaint mechanism was established for staff.</p> <p>All personnel were given training on the subject on 02.01.2024.</p> <p>Provides a complaint mechanism to ensure that harassment complaints are handled confidentially and respectfully. The complainant may submit a complaint to the hotel's Human Resources department or any manager. The complainant may submit a complaint verbally or in writing. The hotel will promptly evaluate the complaint and take appropriate action. The complaint will be handled in accordance with the hotel's code of ethics and policies. The complaint will be evaluated fairly and objectively.</p> <p>The hotel will treat complaints of harassment as confidential. The identity of the complainant will not be disclosed to anyone outside the hotel.</p> <p>The hotel takes a number of steps to prevent harassment complaints, including publishing the hotel's code of ethics and policies, providing employees with training on sexual harassment, and providing employees with a way to report harassment.</p> <p>The business is committed to protecting all its employees from harassment.</p> <p>4- In interviews with hotel employees, it was seen that employees in disadvantaged groups felt safe.</p> <p>5- The organization has created policies to protect vulnerable groups. When the</p>
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					<p>documents created are examined, it is seen that the methods of protecting vulnerable groups and the institutional culture are defined.</p> <p>It has been observed that the facility's abuse and harassment policy is followed.</p> <p>The facility has been observed to identify vulnerable individuals. There is a Community Liaison Officer on site. The person responsible has been interviewed and it has been found that there is no record of complaints on the subject. It has been found that the site has a child rights policy .</p> <p>Do not leave your children under the age of 0-12 alone in your room.</p> <ul style="list-style-type: none">- Do not leave your children with strangers in the hotel and do not go out of the hotel,- Do not allow children under 18 to consume alcohol,- Respect children's rights,- Not to engage in child neglect and abuse behaviors,- Report people who violate and exploit children's rights to the management, <p>6- The facility has defined vulnerable people. It was seen that the organization defined vulnerable people in the SEXUAL HARASSMENT AND ASSAULT - CHILDREN'S RIGHTS - PROCEDURE FOR THE PROTECTION OF MINORITIES - 02.01.2024 / Rev.00 as follows: "Vulnerable groups are people who are more vulnerable to harassment or abuse due to age, disability, race, ethnicity, gender identity, sexual orientation, religious belief or other factors."</p>
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					<p>It has been stated that there is no court decision/trial against the institution regarding abuse and harassment.</p>
<p>B6 Equal opportunity The organization offers employment opportunities, including management positions, without discrimination on the basis of gender, race, religion, disability or otherwise</p>	X				<p>The organization offers employment opportunities, including management positions, without discrimination on the basis of gender, race, religion, disability or any other basis.</p>
<p>1- Does the organization have a policy for the prevention of discrimination, are possible discriminations defined? 2- Does the organization employ all employees in accordance with legal legislation (including requirements for employees with disabilities)? 3- Are groups at risk of discrimination, including local minorities, identified in the organization? Are promotion methods and the method for ensuring equal opportunities defined? 4- Are records accessible to verify that employees are not subject to discrimination based on race, language, religion, disability, gender, etc. (Interviews with employees, records, reports, etc.)? 5. Are there activities to prevent discrimination (work with NGOs, participation in seminars, etc.)?</p>	<p>X X X X X</p>				<p>1- The organization has established a policy that includes methods to ensure that all employees are not discriminated against. Discrimination based on race, language, religion, disability, gender, etc. is defined in the policy. The organization's methods have been reviewed and interviews have been conducted with staff. The interviews confirmed that there is no discrimination.</p> <p>It has been observed that the facility has an equal opportunity and non-discrimination policy.</p> <p>2- It was observed that the organization employs all its employees in accordance with legal regulations.</p> <p>3- The institution It has been seen that the EMPLOYEE RIGHTS, EQUALITY,</p>

					<p>DIVERSITY AND INCLUSION POLICY – 02.01.2024/Rev.00 includes the prevention of discrimination and the definition of discrimination.</p> <p>Discrimination</p> <ul style="list-style-type: none"> - Not accepting or stating that customers and staff will not be accepted based on criteria such as gender, race, religion, language, sexual orientation. - Applying different prices to customers. - Providing different services to customers and staff. - Harassing customers and staff with aggressive behavior. - Violating the rights of customers and staff. <p>The institution It has been observed that the EMPLOYEE RIGHTS, EQUALITY, DIVERSITY AND INCLUSION POLICY includes the prevention of discrimination and the identification of groups at risk of discrimination . Equal opportunity methods:</p> <p>All employees are treated equally in recruitment, training and development, rewards and all other matters.</p> <ul style="list-style-type: none"> - All employees are hired, trained and compensated without discrimination based on race, religion, gender, sexual orientation, disability, age or any other basis. - All employees have a safe and respectful working environment. - All employees have opportunities for career development and personal growth. - All employees work in a fair and transparent work environment. - All employees are protected against discrimination or harassment in the workplace .
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					<p>4- Interviewed with 2 employees, fair work was supported. It was declared that the organization does not discriminate based on race, language, religion, disability, gender, etc.</p> <p>5- It has been observed that internal promotions are made according to personnel promotion instructions.</p> <p>It was observed that the personnel was notified in writing. It was observed that this notification under the name of Duty Change Form Letter was signed by all department managers. (Ali Naci Sevimli, who was working as Accounting Personnel, became Accounting Manager.)</p>
<p>B7 Decent work Labor rights are respected, a safe and secure working environment is provided and employees are paid at least the minimum wage. Employees are provided with regular opportunities for training, experience and advancement</p>	X				<p>The organization respects workers' rights, provides a safe and secure working environment, and pays employees at least the minimum wage. It provides employees with regular opportunities for training, experience, and advancement. No employee satisfaction measurement and grievance mechanism has been established. No employee satisfaction survey has been conducted.</p>
<p>1- Does the organization have a policy on the protection of employee rights and are employees informed? 2- Does the organization protect all its employees by law within the scope of social security? Do employees receive their social rights? (Is there unregistered employment in the organization?) 3- Are job descriptions defined? Are employees employed outside their job descriptions and/or over their capacity? (Verification of employment contracts and practices through interviews and evidence) 4- Are trainings planned and carried out to meet all employee qualifications and legal requirements? Is evidence available (e.g. training on employee rights, contracts, job descriptions given to employees, etc.)? 5- Are working conditions hygienic and are necessary occupational safety equipment provided? Are the risks of working conditions identified? Are activities identified and implemented to reduce risks (e.g. kitchen, WC cleaning, garbage collection, technical support, redundant personnel clothing, etc.)? 6- Is an employee satisfaction measurement and complaint reporting mechanism established and operated (e.g. comparison with records and employee interviews, satisfaction, complaint box, etc.)? 7. Are good and reputable jobs encouraged (e.g. monthly staff selection, meal card award, bonus, etc.)?</p>	X X X X X X X				<p>1- The organization has defined the rights granted to all its employees in its policy. These rights are as follows: - The right to equal treatment in recruitment, compensation, promotion and all other matters - The right to protection from discrimination - The right to be protected from harassment - The right to protection against violence in the workplace - The right to health and safety - The right to freedom of religion and</p>

					<p>belief</p> <ul style="list-style-type: none"> - The right to organize and bargain collectively - The right to take a break from work - Right to paid leave - Annual leave entitlement etc. <p>The cleanliness of employees' common rest areas, dining halls and locker rooms is regularly checked, and hygiene and sanitation risks are evaluated in the risk analysis.</p> <p>2- The institution's employee personnel files were examined and it was seen that all employees were protected by social security. In addition, all employees' salary payments are made to their bank accounts on a monthly basis. In cases where employees work overtime , 1.5 times their daily earnings are paid to their salaries as both social security and salary.</p> <p>PERSONNEL RIGHTS AND GOOD DIGNITY WORK INSTRUCTIONS - It has been observed that it protects and defines employee rights on 02.01.2024/. These rights include the following</p> <ul style="list-style-type: none"> - The right to equal treatment in recruitment, compensation, promotion and all other matters - The right to protection from discrimination - The right to be protected from harassment - The right to protection against violence in the workplace - The right to health and safety - The right to freedom of religion and belief - The right to organize and bargain collectively - The right to take a break from work
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					<ul style="list-style-type: none"> - Right to paid leave - Annual leave entitlement - The right to marriage and maternity leave - Right to sick leave - Right to bereavement leave - Right to education - The right to protection from work accidents and occupational diseases - Right to social security - The right to a peaceful and safe working environment at work. <p>3- IT HAS BEEN SEEN THAT THE JOB DEFINITIONS OF THE EMPLOYEES HAVE BEEN DETERMINED. IT HAS BEEN SEEN THAT NO WORK WAS DONE OTHER THAN THOSE WRITTEN IN THE JOB DEFINITIONS.</p> <p>4- ORIENTATION TRAINING OF ALL PERSONNEL HAS BEEN OBSERVED.</p> <p>When the organization's FRM.04 Training Plan Form was examined, it was seen that all employees received training in accordance with their qualifications and legal requirements. The trainings included:</p> <ul style="list-style-type: none"> - Sustainability Management System Training, - General Policy Education, - Personnel Hygiene Training, - Environmental and Waste Management Training - Occupational Health and Safety Training etc. <p>It has been observed that the DRD.FRM.02 Training Participation Form is filled out at the end of the training given according to the annual training plan . At the end of the training, training notes are shared with all personnel.</p>
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					<p>PERSONNEL HAVE LEGAL RIGHTS. PERSONNEL AREAS ARE SUITABLE WITHIN THE SCOPE OF OHS. IT CAN BE SEEN THAT THE RATE HAS BEEN MEASURED.</p> <p>5- It has been observed that the staff locker rooms, kitchen, staff toilets and bathrooms, and staff dining hall are hygienic. Necessary work equipment is provided to employees .</p> <p>6- Employee satisfaction measurement and complaint reporting mechanism has been established. Staff satisfaction survey has been conducted.</p> <p>7- IT IS SEEN THAT PERMIT, OVERTIME AND HOLIDAY ALLOWANCE ARE GIVEN TO THE PERSONNEL.</p>
<p>B8 Community services The organization's activities do not jeopardize the provision of basic services such as food, water, energy, health or sanitation to neighboring communities</p>	X				<p>The organization's activities do not jeopardize the provision of essential services such as food, water, energy, health or sanitation to neighboring communities.</p>
<p>1- Has the organisation established a mechanism to receive feedback from the local community on its activities? Is there evidence that the ideas and opinions of the local community are taken into consideration (e.g: Feedback from local people, Headman/Municipality Interview feedback etc.)</p> <p>2- Is the comfort of life of local people negatively affected by the activities of the organisation (negative impacts on food, access to health centres, access to energy and water, hygiene, sanitation conditions, etc.)?</p> <p>3- Does the organisation have support activities for local people to access basic services?</p> <p>4- Have risks that may adversely affect local people such as water, energy, health, food, sanitation, etc. arising from the activities of the organisation been identified? Have necessary precautions been taken?</p>	X	X	X	X	<p>1- does not jeopardize the provision of essential services such as food, water, energy, health or sanitation to neighboring communities. Community Service Activities Policy – Defined on 02.01.2024.</p> <p>2- The property rights of the organization are documented with legal permits. Meetings with local community leaders confirmed that the rights of local people</p>



					<p>to these services are not violated. The provision of basic services such as food, water, energy, health or sanitation was also assessed in the risk analysis.</p> <p>3- The facility's restaurant, gym, Turkish bath and massage services also serve outside customers.</p> <p>4- It was observed that the local community liaison officer of the facility and the headman were in cooperation. Meeting minutes are available. It was observed that the facility did not affect the comfort of the local people. The Risk Analysis Report was reviewed and it was seen that it did not pose any risk.</p>
<p>B9 Local livelihoods The organization's activities do not adversely affect local access to livelihoods, including land and water resource use, right of way, transport and shelter</p>	X				<p>The organization's activities do not adversely affect local people's access to livelihoods, including the use of land and water resources, rights of way, transportation and housing.</p>
<p>1- Are local livelihoods around the organisation identified and listed by the organisation? Does the organisation have a policy to support and not harm local livelihoods?</p> <p>2- Have risks that may hinder local people's housing, land, water use and transport been identified and have preventive measures been taken? Is evidence available (interviews with local people)?</p> <p>3- Has it been defined how local people and/or representatives of the local community can provide feedback to the organisation on the potential negative impacts of the facility on local livelihoods? Has the local community been informed about this? (Does evidence and interviews support this?)</p>	X	X	X		<p>1- Situations where the organization may adversely affect access to local livelihoods, including land and water use, rights of way, transportation and housing. Directive on Access to Local /Regional Livelihoods and Transportation Rights - Defined in 02.01.2024/Rev.00.</p> <p>2- The organization's property rights are documented with legal permits. Meetings with local community leaders confirmed that local people's rights to these services were not compromised. Local access to livelihoods, including land and water use, rights of way, transportation and housing, were also assessed in the risk analysis.</p> <p>THE FACILITY HAS A POLICY TO SUPPORT</p>



					<p>LOCAL LIVELIHOODS.</p> <p>Establishment , In the Directive on Access and Transportation Right to Local /Regional Livelihoods - 02.01.2024/Rev.00, it has defined the local livelihoods in its surroundings and committed not to harm them. Risks to local livelihoods and prevention activities are also defined in the same policy.</p> <p>LOCAL PEOPLE HAVE NO INFLUENCE ON HOUSING, WATER USE, TRANSPORTATION AND POLITICS.</p> <p>The risks of the facility to local people's rights of shelter, transportation, resource use, etc. are as follows:</p> <ul style="list-style-type: none">- The construction and operation of the hotel may encroach on the housing and transportation rights of local people. The hotel may purchase or lease land where local people live, which may restrict local people's housing rights. The hotel may also use local roads and public transportation, which may restrict local people's transportation rights.- The construction and operation of the hotel may harm the rights of local people to use resources. The hotel may use water, electricity and other resources used by local people, which may restrict the right of local people to use resources.- The construction and operation of the hotel may violate the cultural and religious rights of the local people. The hotel may violate the cultural and religious values of the local people, which may violate the cultural and religious rights of the local people.- The hotel can take the following
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					<p>measures to reduce risks that may affect the right to housing of local people:</p> <ul style="list-style-type: none">- The hotel can develop new housing construction projects in cooperation with the local community to prevent the increase in housing prices in the area.- The hotel can increase the number of public transportation services such as buses to reduce traffic congestion in the area.- The hotel can build bicycle paths on the street in front of the hotel to reduce traffic congestion in the area.- The hotel can use water-saving shower heads and faucets to save water.- The hotel can use energy efficient lighting systems to save electricity.- For the use of other resources, the hotel can develop sustainable resource use projects in cooperation with local communities . <p>The facility will work in harmony with the local community by taking these measures to avoid harming the local community's rights to housing, transportation and resource use, etc.</p> <p>THERE WAS NO IMPACT ON LOCAL PEOPLE'S HOUSING, WATER USE OR TRANSPORTATION AND THIS POLICY WAS COMPLIED WITH.</p> <p>3- THE FACILITY HAS A PERSON RESPONSIBLE FOR COMMUNICATION WITH THE LOCAL PUBLIC. THE PERSON RESPONSIBLE IS IN COOPERATION WITH THE HEADMAN. EVIDENCE OF MEETINGS IS AVAILABLE. When the organization's website was examined, it was seen that a communication form was created to receive feedback from the local public.</p>
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SECTION C
MAXIMIZE BENEFITS TO CULTURAL HERITAGE AND MINIMIZE NEGATIVE IMPACTS

<p>C1 Cultural interactions The organization follows international and national good practice and has agreed with local guides on the management and promotion of visits to local communities and culturally or historically sensitive sites to maximize local impacts and management of visitors and local benefits</p>	X				<p>The organisation follows international and national good practice and works with local guides in the management and promotion of visits to local communities and culturally or historically sensitive sites to maximise local impacts and visitor management and local benefits.</p>
<p>1- Has the organization established a policy to ensure compliance with legal requirements for visits to local communities for cultural interaction and to culturally or historically sensitive sites as part of its activities?</p> <p>2- Has the organization established a list of historical, cultural and protected areas within this scope?</p> <p>3- Does the organization provide training to its employees on the protection of historical and cultural heritage and inform its clients about the protection of historical and cultural assets through the hotel website, brochures, information letters, etc.?</p> <p>4. Is it verified that there is no problem for local people to access historical and cultural sites (interviews with local people)?</p>	X	X	X	X	<p>1- The organization's cultural interaction policy defines methods to prevent harm that may occur during interactions. All staff have been informed of the rules of conduct and customers have been informed verbally. A list of historical, natural and cultural sites around the hotel has been prepared. Interviews with local community representatives confirmed that there are no problems in this regard.</p> <p>While creating the guidelines, legal conditions, national-international guides and TURSAB guidelines were taken into consideration.</p> <p>2- IT HAS BEEN OBSERVED THAT THE FACILITY LISTED THE CULTURAL AREAS AROUND IT AND PROVIDED INFORMATION BY KM.</p> <p>The organization ensures compliance with cultural interactions and legal requirements during its activities. Cultural interaction policy was created on 02.01.2024. According to this policy:</p> <ul style="list-style-type: none"> - The hotel will make an effort to learn and understand the local culture. - The hotel will respect local culture and will not violate local cultural traditions and values. -The hotel will make an effort to participate in local cultural events and

					<p>festivals.</p> <ul style="list-style-type: none"> - The hotel will offer local cultural products and services. - The hotel will contribute to the preservation of local cultural heritage. -The hotel will endeavor to comply with legal requirements. <p>3- IT HAS BEEN OBSERVED THAT THE FACILITY PROVIDED TRAININGS TO ITS PERSONNEL ABOUT CULTURAL AREAS IN THE REGION AND THE PROTECTION OF CULTURAL AREAS.</p> <p>4- THE FACILITY HAS NOT OBSTACLED LOCAL PEOPLE'S ACCESS TO CULTURAL AND HISTORICAL SITES.</p>
<p>C2 Protecting cultural heritage The organization contributes to the preservation and development of local properties, sites and traditions of historical, archaeological, cultural and spiritual significance and does not impede access to them by local people</p>	X				<p>The organization contributes to the preservation and development of local properties, sites and traditions of historical, archaeological, cultural and spiritual importance and does not hinder the access of local people to them.</p>
<p>1- Are there any legal regulations regarding cultural heritage sites that the organization is obliged to comply with? Are the requirements fulfilled?</p> <p>2- Is there a possibility of negative impact on cultural heritage sites identified by the risk analysis arising from the organization's activities? Have activities been identified to mitigate negative impacts on these sites? Is the evidence available?</p> <p>3- Has the organization participated in joint activities with local NGOs or organizations for the protection of cultural and historical heritage (financial support, in-kind support, project support, etc.)?</p> <p>4. Are the opinions of local people and NGOs positive about the organization's efforts to protect historical and cultural heritage?</p>	X X X X				<p>1- The institution has policies for the protection of cultural heritage. The policy includes cultural protection methods and risk analyses.</p> <p>When the Institution's External Source Documents List was examined, the "Circular on the encouragement of support (sponsorship) activities in the cultural field" published by the Ministry of Culture and Tourism was seen.</p> <p>2- For the purpose of protecting cultural</p>

					<p>heritage, the risks of not protecting culture and heritage and the current situation are determined in Table-1 Risk Analysis Table.</p> <p>In this analysis</p> <p><u>Control measures</u></p> <ul style="list-style-type: none"> - To cooperate with organizations working for the protection of cultural heritage - Respecting local culture - Participating in local cultural events and festivals - Provision of local cultural products and services <p><u>Risk reduction strategies</u></p> <ul style="list-style-type: none"> - Increasing cooperation with organizations working for the protection of cultural heritage - Developing educational programs that respect local culture. - Encouraging participation in local cultural events and festivals - Promotion of local cultural products and services Risk monitoring - Regularly evaluate cooperation with organizations working for the protection of cultural heritage. - Regular monitoring of the level of respect for local culture - Regularly monitor participation in local cultural events and festivals - Regular monitoring of sales of local cultural products and services <p><u>Risk communication</u></p> <ul style="list-style-type: none"> - To communicate regularly with organizations working for the protection of cultural heritage. - Regularly communicate the level of respect for local culture - Regularly reporting participation in local cultural events and festivals - Regularly announce the sale of local cultural products and services
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					<p>It has been observed that such issues are being evaluated. The facility is seen to provide local community support, collaborate with the local community, and support local culture with local employment in the lobby. The facility promotes local culture through its website.</p> <p>3- The organization provided financial support to the Yeşilova Mound Visitor Center for the protection of cultural and historical heritage.</p> <p>4- Interviews with local community leaders support the fact that the organization does not harm cultural heritage.</p>
<p>C3 Presenting culture and heritage The organization considers authentic elements of traditional, contemporary local culture in its operations, design, decoration, cuisine or stores, while respecting the intellectual property rights of local communities</p>	X				<p>The organization takes into account authentic elements of traditional and contemporary local culture in its activities, design, decoration, cuisine or stores and respects the intellectual property rights of local communities.</p>
<p>1- Has the organization stated in its policy the presentation of culture and heritage while respecting the property rights of the local communities in which it is located?</p> <p>2- Has the organization made a list of local cultural assets to be presented on its sites? Do the practices support this (e.g. local cuisine in its restaurants and cuisine)?</p> <p>3- Does the organization use products reflecting the culture of the region (tiles, trinkets, carpets, curtains, etc.) in its decoration (if any)?</p> <p>4- Does the organization cooperate with the local community (local music groups, dance groups, workshops on local culture, etc.)?</p> <p>5. Does the organization properly introduce the cultural heritage and assets of the region to its clients? (Is there any feedback from clients that they have learned about cultural heritage as a result of the hotel's work?)</p>	X	X	X	X	<p>1- The institution has defined the methods of presenting cultural heritage in its policies. It respects property rights while presenting cultural heritage. During the inspections conducted within the institution, it was observed that brochures and booklets introducing Izmir and its surroundings prepared by the Izmir Provincial Directorate of Culture and Tourism were presented to the guests.</p>

					<p>the organization's Cultural Heritage Protection and Presentation Policy defines the presentation of culture and heritage as respecting the property rights of local communities.</p> <p>2- The organization provided information about Izmir and its surroundings on its website.</p> <p>3- During the field inspections carried out within the institution, a Turkish Bath reflecting the local culture was observed.</p> <p>When you look at the restaurant's food menu, you will see Turkish Coffee, which has cultural importance, served with Turkish Delight.</p> <p>There is no work subject to copyright. Music License has been obtained.</p> <p>4- Bazaars are organized at the facility.</p> <p>5- The facility protects the cultural heritage and assets of the region has been shown to present itself accurately to its customers. The promotion is done through the website.</p>
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<p>C4 Artefacts Historical and archaeological artifacts are not to be bought, sold or exhibited except as permitted by national and international legislation</p>	X				<p>The organization does not purchase, sell or exhibit historical and archaeological artifacts except in cases permitted by national and international legislation.</p>
<p>1- Are there artifacts of historical and archaeological value within the organization? If so, is there a policy on their protection and display? Is a list of artifacts kept?</p> <p>2- Does the presentation, protection and display of the relevant artifacts comply with national and international legislation? Are legal permits and licenses available?</p> <p>3- Has the organization identified the risks associated with the conservation and display of historical artifacts and defined or implemented activities to mitigate these risks?</p> <p>4- Have employees been informed about the protection of historical artifacts, are there training records? Do employees have information about the activities carried out for the protection of historical artifacts?</p> <p>5. Has the organization taken measures to prevent the smuggling of relevant artifacts, does it implement these measures, is there evidence?</p>	X	X	X	X	<p>1- There are no historical artifacts exhibited in the institution.</p> <p>2- There are no historical artifacts exhibited in the institution.</p> <p>3- There are no historical artifacts on display in the institution. However, the institution conducts a risk assessment regarding the display and preservation of the artifacts.</p> <p>4- The facility informs all personnel about the issue and interviews with personnel confirm the issue.</p> <p>5- The organization is responsible for preventing the smuggling of relevant works. 02.01.2024 He prepared the POLICY FOR THE PROTECTION OF HISTORICAL ARTIFACTS .</p>



**SECTION D
MAXIMIZE BENEFITS TO THE ENVIRONMENT AND MINIMIZE NEGATIVE IMPACTS**

D1 Conserving Resources

D1.1 Environmentally preferable purchasing
Procurement policies favor environmentally sustainable suppliers and products, including goods, commodities, food, beverages, building materials and consumables

	X				The organization's purchasing policies support environmentally sustainable suppliers and products, including goods, commodities, food, beverages, building materials and consumables.
<ol style="list-style-type: none"> 1. Does the organization have a purchasing policy? Does the purchasing policy include environmentally friendly purchasing? Are activities defined to achieve the goals? 2. Does the organization prioritize the selection of sustainable suppliers and supplier criteria when making purchases? 3. Does the organization prioritize environmentally certified products in its purchases? (e.g., Eco, ISO 14001, ASC, MSC, FSC) 4. Does the organization use or sell endangered species, including in its decorations? 5. Does the organization regularly audit its suppliers by checking evidence of sustainable practices? 6. Does the organization statistically record the number of sustainable suppliers and products? Is the number of sustainable suppliers and products continuously increasing? 7. Does the organization provide training to purchasing staff on sustainable purchasing and environmentally friendly purchasing? 	<p>X</p> <p>X</p> <p>X</p> <p>X</p> <p>X</p> <p>X</p> <p>X</p>				<ol style="list-style-type: none"> 1- The organization has an environmentally sensitive purchasing policy and prioritizes the selection of suppliers with sustainability certificates in its purchasing processes. Sample certificates that can be sought from suppliers are ISO14001, ISO50001, ISO14064, ISO20400. The organization has made a list of threatened species and prevents these species from being exhibited or sold on the premises. All personnel receive training on the subject. 2- It is stated in the ENVIRONMENTALLY CONSCIENTIOUS AND EFFICIENT PURCHASING POLICY that the institution gives priority to suppliers with Sustainability Certificate . 3- When making purchases, the organization prioritizes the selection of suppliers with Environmental Certificates . 4- THE FACILITY DOES NOT PURCHASE ENDANGERED SPECIES AND DOES NOT USE THEM FOR DECORATION PURPOSES. 5- IT HAS BEEN OBSERVED THAT THE FACILITY HAS SUPPLIER AUDIT FORMS. The organization periodically audits its suppliers. 6- SUPPLIER EVALUATIONS HAVE BEEN



					EXAMINED AND IT HAS BEEN OBSERVED THAT SUPPLIERS PREFER SUSTAINABLE PRODUCTS.
					THE FACILITY HAS PROVIDED TRAINING TO ITS STAFF ON SUSTAINABLE PURCHASING.
D1.2 Efficient purchasing The organization carefully manages the purchase of consumable and disposable goods, including food, to minimize waste	X				The organization carefully manages the purchase of consumable and disposable goods, including food, to minimize waste.
<p>1- Does the organization's purchasing policy include efficient purchasing? (Including commitment to selecting food and fast-moving consumer goods, solid waste reduction, avoiding plastics, choosing recycled and recyclable, biodegradable products, etc.)</p> <p>2- Does the organization have a risk analysis that includes identification of rising points of plastic and solid waste, defined risk points, and activities to prevent them? Has the organization set goals for reducing solid waste, including food waste?</p> <p>3- Does the organization prefer environmentally friendly products over plastic packaging in use (e.g., water bottles, shampoo containers, breakfast boxes, etc.)?</p> <p>4- Does the organization regularly measure the amount of solid waste generated from purchased packaging? Is there a reduction in line with the goals? Is the progress towards these goals regularly monitored?</p> <p>5. Are sustainability criteria for packaging defined in the organization's selection criteria for suppliers? Are suppliers working on providing sustainable packaging? (For example, using bulk packaging (10 kg of sugar) instead of single-use packaging (single sugar packets))</p>	X				<p>1- The organization defines its methods for reducing waste in its policies. In field inspections conducted within the organization, dispenser type liquid soap is used in common areas. Sugar bowl is used for sugar and salt bowl is used for salt. The organization compares the consumption of single-use products monthly. When selecting suppliers, suppliers that sell recyclable products are selected.</p> <p>aims to reduce waste and greenhouse gas emissions in particular. It has created an ENVIRONMENTALLY SENSITIVE AND EFFICIENT PURCHASING POLICY. Policy content: "Our purchasing policy favors reusable, returnable and recycled products.</p> <p>2- The facility has determined the waste generation in the risk analysis . The reduction target is shown in the targets table.</p> <p>3- The Facility's Consumables List has been seen. Glass water bottles are preferred instead of plastic water bottles.</p> <p>4- It should be seen that the facility is monitoring the amount of waste. This is monitored in the targets table.</p>



					The facility is based on efficient purchasing and supports bulk purchasing.
D1.3 Energy conservation Energy consumption is measured by type and steps are taken to minimize total consumption. The organization strives to increase the use of renewable energy	X				Energy consumption is measured by type and steps are taken to minimize total consumption. The organization strives to increase the use of renewable energy.
1- Has the organization set targets to reduce the energy it consumes? Has it conducted a risk analysis? 2- Does the organization have initiatives to meet its energy needs from renewable sources? Is the proportion of energy used that comes from renewable sources being measured? 3- Does the organization inform its employees and external stakeholders (e.g., suppliers, guests, etc.) about energy conservation? 4- Does the organization measure all energy sources it uses, have reduction targets for all energy sources, and monitor and record them? 5- Does the organization's energy consumption limit the energy usage of the local community? 6. Is the organization's energy consumption compliant with legal regulations, are there any violations, or usage above the set limits?	X X X X X X				1- The organization has created a policy to save energy. The policy includes all energy saving methods. The organization also has targets to reduce energy consumption. For example, to reduce consumption by 5% by the end of 2024 compared to 2023. When the risk analyses were examined, it was seen that the risks related to energy consumption were evaluated. Brochures were prepared to increase awareness among staff and customers. When the organization's Table-2 Targets Table is examined, it is seen that the organization has set targets to reduce energy consumption. For example - Reducing total energy consumption by 5% by the end of 2024. RISK ANALYSIS FOR ENERGY CONSUMPTION . When the organization's Table-1 Risk

					<p>Analysis Table is examined, it is seen that a risk assessment regarding energy consumption has been made. For example</p> <p><u>Risk Definition:</u> Electricity Consumption</p> <p><u>Area of Effect:</u> Natural Resource Depletion</p> <p><u>Precautions to be taken:</u></p> <ul style="list-style-type: none"> - Providing energy saving information for guests - Providing training to personnel on energy saving methods. - The target table for the use of energy-saving LED lighting and motion-sensitive sensors shows that the facility has a target for lighting with renewable energy. <p>It has been observed that the facility provides energy use and saving training to its personnel.</p> <p>It has been observed that the facility monitors its energy usage through a single meter. Energy usage targets are available. All records have been seen. TAB-03 energy consumption table</p> <ul style="list-style-type: none"> 2- The business's garden lighting works with solar energy. 3- that the website provides information to its guests and stakeholders through visuals within the website . 4- The organization regularly monitors consumption through monthly energy monitoring. 5- Interviews with local community managers confirmed that the organization's energy consumption does
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					<p>not impact the local community.</p> <p>The organization's energy consumption complies with legal regulations.</p>
<p>D1.4 Water conservation Water risk is assessed, water consumption is measured by type and steps are taken to minimize overall consumption. Water supply is sustainable and does not adversely affect environmental flows. In areas of high water risk, water management targets are set and monitored according to circumstances</p>	X				<p>Water risk has been assessed, water consumption measured by type and steps taken to minimise total consumption.</p>
<p>1- Does the organization have a water conservation policy? 2- Is water risk assessed, and are preventive measures taken for high-risk issues? 3- Does the organization monitor the total amount of water used and the amount of water used per person? 4- Has the organization set water conservation targets? Does it regularly monitor them? Does it comply with all legal requirements and regulations regarding water use? 5- Has the organization established methods for greywater use? 6- Does the organization track water consumption by usage group? Has it defined reduction activities for each group? 7- Does the organization use any water source other than the municipal supply, and is this usage in compliance with legal regulations? (e.g., water sourcing from a lake, seawater use, etc.) 8- If the organization uses groundwater sources for its activities (e.g., spa, thermal hotel, etc.), does it comply with relevant legal regulations? Does it have the necessary permits? 9- Is the organization's liquid waste disposal method in compliance with legal regulations? Are liquid wastes discharged into water sources without treatment or before being sent for treatment? 10- Do the organization's water use activities or liquid waste management activities restrict habitat, affect animals living in the environment, or limit the local community's right to access water? Has the risk of negative impacts been assessed in the risk analysis? Have measures been taken? 11- Has the organization informed its employees about water conservation? 12. Does the organization have activities to inform its clients about water conservation and to raise individual awareness?</p>	<p>X X X X X X X X X X X</p>				<p>1- The organization has stated its water activities and efforts to prevent waste in water consumption in its policies. Some of these are; - Economical and/or dual flush systems are used in toilets. - We have a wastewater report from the relevant municipality to show that all wastewater sources are treated and discharged safely without affecting the local community or the environment. Our wastewater is connected to the sewer system in accordance with discharge regulations.</p> <p>Risk analyses regarding the consumed water have been carried out and necessary precautions have been taken.</p> <p>The organization has defined its water saving activities in the Water Saving Policy. This policy includes;</p>



					<p>- Economical and/or dual flush systems are used in toilets. All cisterns are set to not exceed 6 litres of water per use. - Our staff is regularly trained on water saving. - Towel and bed linen changes are only made upon guest request. - Water consumption is monitored and recorded.</p> <p>2- It has been observed that the facility has a water risk analysis.</p> <p>3- Facility water measurement and per capita water consumption were monitored.</p> <p>4- Water saving targets are included in the targets table. It is to reduce total water consumption by 5% by the end of 2024 and monitoring is carried out in monthly periods.</p> <p>5- It was observed that the institution's grey water usage targets were in place.</p> <p>6- The facility monitors its water consumption rate from a single meter: It is seen that flow rate adjustments are made to save water.</p> <p>7- The facility uses tap water.</p> <p>8- The organization does not use underground spring water.</p> <p>9- It has been observed that the legal requirements of the facility have been fulfilled and that the legal requirements are followed in the compliance list. Discharge permit is available.</p> <p>It has been observed that the facility connects its wastewater to the municipal</p>
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					<p>sewer as per the legal obligation. Channel connection license is available.</p> <p>10- It has been observed that the facility does not restrict water use by local people.</p> <p>11- It has been observed that the necessary training on water usage is given to the personnel and is also supported with visuals within the facility.</p> <p>It has been observed that the staff is trained on water saving within the scope of sustainable management system training.</p> <p>12- It has been observed that the facility informs its guests about water consumption in common areas and rooms.</p> <p>It has been observed that the facility has taken steps to prevent customers from requesting unnecessary towel washing by preparing towel change cards.</p>
D2 Reducing pollution					
D2.1 Greenhouse Gas Emissions Significant greenhouse gas emissions from all sources controlled by the organization are identified, calculated where possible, and procedures are implemented to avoid or minimize them. Offsetting the organization's remaining emissions is encouraged					
<p>1- Does the organization comply with regulations and standards related to greenhouse gas emissions?</p> <p>2- Has the organization identified the sources of greenhouse gas emissions? Does it measure and monitor them?</p> <p>3- Is the carbon footprint per tourist/night tracked? Are there activities to reduce it?</p> <p>4. Does the organization have targets and activities aimed at reducing annual emissions from all sources?</p>	<p>X</p> <p>X</p> <p>X</p> <p>X</p>				<p>Significant greenhouse gas emissions from all sources controlled by the organization have been identified, calculated, and procedures are in place to avoid or minimize them. Offsetting of the organization's remaining emissions is encouraged.</p> <p>1- The organization follows all regulations regarding greenhouse gas emissions and is defined in the list of external documents. Greenhouse gas sources, measurement methods and reduction activities are defined in the procedures.</p> <p>2- It has been observed that the</p>

					<p>organization defines its greenhouse gas emission sources and activities to reduce these emissions in the Greenhouse Gas Measurement and Activity Table.</p> <p>Greenhouse Gas Sources</p> <ul style="list-style-type: none"> - Energy consumption - Water consumption - Transport - Material usage - Other activities <p>3- The facility's greenhouse gas emission measurement has been carried out. It has been determined that the organization has had greenhouse gas measurements carried out and set targets.</p> <p>4- The organization has defined its activities and reduction methods regarding greenhouse gas emissions, and it has been observed that greenhouse gas emission measurements have been made.</p> <p>Greenhouse Gas Reduction Measures</p> <ul style="list-style-type: none"> - Taking energy efficiency measures - Taking water efficiency measures - Taking waste minimization measures - Use renewable energy sources -Using products and services that reduce carbon footprint - Train employees to reduce carbon footprint
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<p>D2.2 Transport The organization strives to reduce transportation requirements and actively promotes the use of cleaner and more resource-efficient alternatives by clients, employees, suppliers, and in its own operations</p>	X				<p>The organization works to reduce transportation requirements and actively promotes the use of cleaner and more resource-efficient alternatives for customers, employees, suppliers and its own operations.</p>
<p>1- Has the organization identified sustainable transportation methods? 2- Are public transportation options considered in the planning of transportation needs? 3- Are clients informed about alternative sustainable transportation options? 4- Is there a sustainable transportation service for staff? 5. Does the organization prefer local suppliers for sustainable transportation?</p>	<p>X X X X X</p>				<p>1- It has been observed that the institution has determined sustainable transportation methods and stated them in the Sustainability Report. Walking and cycling routes in the region are given on the business website.</p> <p>2- The hotel is located on the public transport route.</p> <p>3- It is also seen that the sustainable transportation methods of the institution are published on the Sustainability Management System Transportation map on the website. The institution provides public transportation services to both its staff and guests.</p> <p>The organization offers alternative transportation options.</p> <p>The establishment provides public transportation for both its staff and guests.</p> <p>4- The facility aims to purchase electric vehicles for personnel transportation. There are 2 electric vehicle charging stations in the facility.</p> <p>5- The organization prioritizes local suppliers for sustainable transportation. This is stated in its Sustainable Purchasing Policy.</p>



<p>D2.3 Wastewater Wastewater, including greywater, is effectively treated and safely reused or discharged without adverse effects on the local population or environment</p>	X			<p>The organization effectively treats wastewater, including grey water, and discharges it safely without creating adverse effects on the local population or the environment.</p>
<p>1- Does the organization have activities to minimize the environmental impact of wastewater? 2- Has the organization obtained legal permits to dispose of wastewater? Does it comply with national regulations? 3. If there is no appropriate and approved treatment system for wastewater disposal, does the organization have a sustainable and environmentally friendly treatment system?</p>	X X X			<p>1- The organization has established an Environmental Management System to reduce the environmental impact of wastewater.</p> <p>The Protection and Waste Management Policy has been analyzed and policy wastewater reduction and disposal methods have been defined.</p> <p>2- The liquid waste disposal of the organization is the responsibility of the municipality. It is an approved sewer line and is carried out by the municipality on a monthly basis.</p> <p>In the invoices issued, it is seen that the wastewater fee has been paid.</p> <p>The Water Conservation Policy has been reviewed and water is supplied from a legal and sustainable source.</p> <p>Mains water is used in the facility.</p> <p>Regulations determined by local governments for the disposal of wastewater are complied with. Legal requirements in this regard are complied with.</p> <p>3- The organization's liquid waste is disposed of into the municipality-approved sewer line.</p> <p>There is a wastewater discharge permit.</p>



<p>D2.4 Solid Waste Waste, including food waste, is measured, and mechanisms are in place to reduce, reuse, or recycle waste where reduction is not possible. Any waste disposal does not have adverse effects on the local population or environment</p>	X				<p>The organisation measures waste, including food waste, and where reduction is not possible, mechanisms are in place to reuse or recycle waste. Waste disposal has no adverse impacts on the local community or the environment.</p>
<p>1- Does the organization have a solid waste management system? 2- Is solid waste measured? Is it differentiated by types? 3- Are recycling and reuse considered when segregating solid waste? 4- Are guests and staff informed to minimize solid waste generation? 5- Is the amount of solid waste disposed per tourist/night monitored, and are efforts made to reduce it? 6- Has a contract been made with the company that collects solid waste from the facility? Is the company authorized according to legal regulations? Is solid waste collection in compliance with legal requirements? 7. Are recyclable materials used?</p>	<p>X X X X X X X</p>				<p>1- A 1-year waste management plan has been prepared.</p> <p>2- Measurements are made differently depending on their types. -The waste company collects the waste, makes measurements and provides information, this information is then entered into the e-government system.</p> <p>3- Recycling products are separated and delivered.</p> <p>A 1-year target was set in the target table and it was determined that single-use toiletry products in the rooms would be replaced with dispensers in order to reduce waste.</p> <p>4- Warning posters and leaflets were made available to customers and staff to reduce waste.</p> <p>5- It has been observed that the amount of waste thrown away per tourist night is regularly monitored.</p> <p>6- It was observed that the business had made an agreement with a licensed company for solid waste.</p> <p>7- It has been observed that the facility gives priority to recyclable materials.</p>



<p>D2.5 Harmful Substances The use of harmful substances, including pesticides, paints, swimming pool disinfectants, and cleaning materials, is minimized and substituted with harmless products or processes where available. The storage, use, transportation, and disposal of all chemicals are properly managed</p>	X				<p>The organization has minimized the use of harmful substances, including pesticides, paints, swimming pool disinfectants and cleaning materials, and replaced them with harmless products or processes where available. The storage, use, transportation and disposal of all chemicals are appropriately managed.</p>
<p>1- Has the organization identified harmful substances it uses? Are MSDS (Material Safety Data Sheets) available? 2- Does the organization follow guidelines for the safe disposal of harmful substances without polluting the environment? 3- Is there a defined procurement process to reduce the use of harmful substances? (For example, using organic-based products instead of chemical products, etc.) Are alternative products (environmentally friendly, organic, etc.) preferred? 4- Is the storage of hazardous substances done in accordance with procedures? 5- Have staff members been trained on the use of harmful substances? 6. Are visitors informed about substances that could harm the environment?</p>	<p>X X X X X X</p>				<p>1- Hazardous substances used by the organization are listed in the SVLN-SYS Chemicals List table.</p> <p>It was observed that MSDS forms of the chemicals used were available.</p> <p>2- The organization was found to follow guidelines for the safe disposal of harmful substances without polluting the environment.</p> <p>3- The appropriate procurement process to reduce the use of hazardous materials is defined in the Sustainable Purchasing Policy.</p> <p>4- The organization has a suitable storage system for the storage of hazardous materials.</p> <p>5- When the Training Plan Form of the organization was examined, it was observed that all employees were trained according to their qualifications and received training in accordance with legal requirements. Trainings</p> <ul style="list-style-type: none"> - Sustainability Management System Training, - General Policy Education, - Personnel Hygiene Training, - Environmental and Waste Management Training - Occupational Health and Safety Training etc.



				<p>It was observed that the FRM.02 Training Participation Form was filled out at the end of the training given according to the annual training plan.</p> <p>It has been observed that a Sustainable Chemical Use Instruction is available.</p> <p>Housekeeping Product Usage Instructions have been seen.</p> <p>6- Brochures prepared on water saving, energy saving, water saving systems and environmental cleaning are displayed in the rooms and common areas of the organization.</p>
<p>D2.6 Minimize Pollution The organization has and implements practices to minimize pollution from noise, light, runoff, erosion, ozone-depleting substances, and air, water, and soil pollutants</p>	X			<p>The organization has and implements practices to minimize pollution from noise, light, runoff, erosion, ozone depleting substances and air, water and soil pollutants.</p>
<p>1- Has the organization identified and defined potential sources of contamination? 2- Has the organization set targets related to identified potential sources of pollution? Is there a work and monitoring program in place to achieve these targets? 3- Has the organization taken measures to reduce pollution at its source? 4- Does the organization inform its staff and guests to prevent pollution?</p>	<p>X X X X</p>			<p>1- The organization , It was observed that the Environmental Impact and Assessment Form identified potential pollution sources. Some of these are as follows: - Energy - This - Waste - Noisy - Light pollution,</p> <p>2- It was observed that the organization had conducted target studies on potential pollution sources.</p> <p>These are defined in the Environmental Impact and Assessment Form. Some of them are as follows: - Reduce energy consumption by 5%.</p>



					<ul style="list-style-type: none">- Reduce water consumption by 5%.- Reduce waste production by 5%.- Reduce carbon footprint by 3%.- Reduce noise pollution by 5%.- Reduce light pollution by 5%. <p>3- The organization has conducted targeted studies on potential pollution sources. Sources identified in the Environmental Impact and Assessment Form . <u>The following measures will be taken to reduce energy consumption:</u> -Turn off appliances when not in use. The following measures will be taken to reduce water consumption: -Gardens will be irrigated with rainwater. <u>The following measures will be taken to reduce waste generation:</u> _ Reduce single-use products. - Recycling will be encouraged. <u>The following measures will be taken to reduce the carbon footprint:</u> _ Renewable energy sources will be used. -Energy efficiency measures will be taken. -Waste reduction measures will be taken. <u>The following measures will be taken to reduce noise pollution:</u> _ Sound insulation will be used. _ Lighting will be reduced at night. <u>Water saving, energy saving and waste reduction measures will be taken in the rooms and common areas of the establishment.</u> _ Visuals prepared for customers and staff are shown.</p> <p>4- The organization uses information posters within the facility to inform its staff and guests to prevent pollution.</p>
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D3 Conserving biodiversity, ecosystems and landscapes						
D3.1 Biodiversity conservation The organization supports and contributes to the conservation of biological diversity through the appropriate management of its own property. Special attention is given to natural protected areas and areas of high biodiversity value. Any disturbance in natural ecosystems is minimized, rehabilitated, and contributes to compensatory contributions to conservation management		X				The organization supports and contributes to the conservation of biodiversity through the appropriate management of its property. Special attention is paid to nature reserves and areas of high biodiversity value.
1- Does the organization follow and implement national or international guidelines related to natural protected areas and areas of high biological diversity value?		X				1- It has been observed that there are national or international directives regarding the organization's natural protected areas and areas with high biodiversity value, and relevant definitions have been made in the ENDEMIC PLANTS AND LIVING ANIMALS PROTECTION POLICY. 2- made a financial donation to the TEMA Foundation . 3- The organization's rooms and common areas display visuals, energy saving and environmental cleaning brochures. The information is also available in the sustainability report on the website. 4- The company makes regular financial donations to the TEMA Foundation. In addition, after the construction around the company is completed, afforestation work is among the company's goals.
2- Has the organization taken necessary measures to preserve and sustain biological diversity in its region? Does it provide financial or in-kind contributions if project support is unavailable?		X				
3- Does the organization provide information to guests and staff about the preservation of biological diversity in its region?		X				
4. Are there collaborative efforts with local NGOs and the local community to preserve biological diversity?		X				



<p>D3.2 Invasive species The organization takes measures to prevent the emergence of invasive species. Native species are used for landscaping and restoration, especially in natural areas where possible</p>	X				<p>The organization takes measures to prevent the introduction of invasive species. Native species are used for landscaping and restoration, especially in natural areas where possible.</p>
<p>1- Has the organization created a list of endemic species found in its region? 2- Has the organization identified and implemented activities to prevent the emergence of invasive species? 3- Does the organization implement a program that considers the local landscape of its region? 4- Are staff members informed about measures taken against invasive species and for natural landscapes?</p>	<p>X X X X</p>				<p>1- There is a POLICY FOR THE PROTECTION OF ENDEMIC PLANTS AND LIVING ANIMALS . There are no Endemic Plants within the facility.</p> <p>2- has an INVASIVE SPECIES PREVENTION POLICY-DRD.PL.18/01.01.2024/Rev.00 to prevent the emergence of invasive species .</p> <p>3- The organization uses plants appropriate to the climate and landscape of the region where it is located.</p> <p>4- When the Training Plan Form of the organization was examined, it was observed that all employees received training in accordance with their qualifications and legal requirements. Trainings</p> <ul style="list-style-type: none"> - Sustainability Management System Training, - General Policy Education, - Personnel Hygiene Training, - Environmental and Waste Management Training - It has been observed that the Training Participation Form is filled out at the end of the trainings given according to the annual training plan such as Occupational Health and Safety Training etc.



<p>D3.3 Visits to natural sites The organization follows appropriate guidelines for the management and promotion of visits to natural areas to minimize negative impacts and maximize visitor satisfaction</p>	X				<p>The organization follows appropriate guidelines for the management and promotion of visits to natural areas to minimize negative impacts and maximize visitor satisfaction.</p>
<p>1- Are there guidelines for tourist visits to natural areas? 2- Are guests provided with information about visits to natural areas? 3- Is the visitor capacity for visits to natural areas calculated based on the facility's capacity? What is the measurement method? 4. Have potential issues and risks associated with visits to natural areas been identified? Are there joint assessments with local communities at this stage?</p>	<p>X X X X</p>				<p>1- The Rules for Visiting Natural Areas - 02.01.2024/Rev.00 prepared for the institution's visits to natural areas have been reviewed and the relevant directives have been observed.</p> <p>2- there is information about the rules to be followed and the behaviors to be observed during visits to religious places, cultural events, field visits, natural area visits, etc.</p> <p>3- natural area visits, visitor capacity is calculated according to the facility's capacity.</p> <p>4- The facility does not have tour arrangements. The Risk Analysis has been reviewed and found to cover the risks associated with the subject;</p> <p>The risks that may arise during a visit to a natural area are as follows: - <u>Environmental risks</u>: Natural areas are fragile ecosystems and visitors may destroy them. Environmental risks include littering, fires, and harm to plants and animals. - <u>Health risks</u>: Natural areas pose various health risks. These risks include: Things like heat stroke, insect bites, snake bites, mushroom poisoning happen. - <u>Security risks</u>: Natural areas pose various security risks. These risks include:</p>



					<p>This includes things like getting lost, falling, getting injured, drowning, etc. Visitors take the following precautions to reduce risks:</p> <ul style="list-style-type: none"> - Obtaining permission: Permits may be required to visit natural areas. - Getting information: Learning about natural areas can help reduce risks. - Be prepared: Being prepared for visiting natural areas can help reduce risks. This preparation includes food, water, clothing, shoes, first aid kit and other supplies. <p>Being careful: Being careful when visiting natural areas will help reduce risks. This means being sensitive to the environment, plants and animals, and taking care of other visitors and your own health.</p>
<p>D3.4 Wildlife Interactions Interactions with free-roaming wildlife are managed responsibly with non-disruptive practices, taking cumulative impacts into account to prevent adverse effects on the vitality and behavior of relevant animals and wildlife populations</p>	X				<p>Interactions with free-ranging wildlife are managed responsibly using non-destructive practices, taking into account cumulative effects to prevent adverse effects on the vitality and behaviour of associated animals and wildlife populations.</p>
<p>1- Has the organization defined activities related to wildlife interactions, including wildlife monitoring? 2- Does the organization comply with national and international legislation and regulations related to wildlife interactions? 3- Have necessary precautions been taken regarding direct interactions with wildlife and feeding of animals? (For example, preventing the feeding of invasive species or feeding prohibited wildlife nationally.) 4- Are visitors informed about wildlife interactions? 5- Has work been done to prevent disturbance to wildlife? (For example, establishing necessary guidelines for visits to RAMSAR sites.) 6. Does the organization take measures to minimize negative impacts on wildlife from its activities?</p>	X X X X X X				<p>1- The organization does not have any wildlife monitoring activities but it is relevant. 2- The organization complies with national and international legislation and regulations regarding wildlife interactions. 3- Evaluations have been made in the Wildlife Interaction Policy. 4- the organization's website, visitors are informed about wildlife interaction. There is a Cites publication. In the Legal Requirements List, it was seen that the</p>



					<p>circular presented by the Provincial/District Ministry of Agriculture and Forestry regarding wildlife was followed.</p> <p>5- report on the organization's website It has been observed that its clients have specified the rules to be followed during visits to RAMSAR sites in order to prevent the disturbance of wildlife .</p> <p>A hunting ground map is available.</p> <p>6- operates in accordance with its Wildlife Interaction Policy to minimize the negative impact of its activities on wildlife .</p>
<p>D3.5 Animal welfare No wild animal species are acquired, bred, or kept in captivity except by authorized and suitably equipped individuals, and except as regulated activities compliant with national and international legislation. Housing, care, and use of all wild and domestic animals meet the highest standards of animal welfare</p>	X				<p>No wild animal species are acquired, bred or kept in captivity except in activities organized by authorized and suitably equipped persons and in accordance with national and international legislation. There is no captive wildlife.</p>
<p>1- Does the organization comply with all legislation and regulations concerning captive wildlife? 2- Are there guidelines in place regarding captive wild animals? 3- If there are captive wild animals, are the personnel responsible experienced and licensed? 4- Does the organization provide housing and feeding facilities for captive wild animals in its vicinity? Do these facilities meet animal welfare standards? 5. Is there regular monitoring by experts of captive wildlife, with records kept? (For example, records of medications, changes in soil/water, etc.)</p>	<p>X X X X X</p>				<p>1- Wildlife Trade and Hunting Instruction- DRD.TLM.13/01.01.2024/Rev.00 is available. The organization's External Source Documents List has been reviewed and follows captive life and all relevant legal regulations .</p> <p>When the organization's Training Plan was examined, it was observed that all employees received training in accordance with legal requirements. The organization provides training for animals and provides shelter and feeding facilities.</p> <p>2- There are rules to be followed in the organization's Wildlife Trade and Hunting Instruction regarding captive wild animals .</p>



					<p>3- There are no captive wild animals in the facility.</p> <p>4- around the facility .</p> <p>5- Since there is no wildlife held captive, there are no experts on the subject.</p>
<p>D3.6 Wildlife harvesting and trade Wildlife species are not hunted, collected, consumed, exhibited, sold, or traded except as part of a regulated activity that ensures their sustainable use and compliance with national and international legislation</p>	X				<p>Wildlife species are not hunted, collected, consumed, exhibited, sold or traded in the organization unless part of a regulated activity that ensures their sustainable use and compliance with national and international legislation.</p>
<p>1- Is the organization complying with legal obligations related to wildlife and its trade? 2- Does the organization have a policy regarding wildlife? 3- Has the organization identified endangered wildlife species in its region? 4- Does the organization inform visitors to refrain from purchasing illegal products/souvenirs derived from endangered wildlife species? 5- Does the organization have guidelines if it operates in a region where hunting is permitted? 6. Are legal obligations fulfilled in regions where hunting is lawful?</p>	<p>X X X X X X</p>				<p>1- The organization does not conduct wildlife trade or hunting within the facility. The Wildlife and Trade policy was accessed on 02.01.2024/ Rev.00 .</p> <p>2- The facility implements a no hunting policy to protect wildlife and create a sustainable future.</p> <p>3- The organization lists threatened species on its Endangered Species List.</p> <p>4- informs visitors in the Sustainability Report on its website to avoid purchasing illegal products/souvenirs derived from endangered wildlife species .</p> <p>5- The facility is not in an area where hunting is allowed. The Izmir Hunting Grounds Map is available in the Sustainability Report.</p> <p>6- Legal obligations regarding hunting are fulfilled.</p>



EXAMINATION OF LOGO USAGE: (In accordance with TL.03 Logo Usage Instructions and ISO 17065:2012 clause 4.1.3)				X	The facility does not use the ROYALCERT logo yet. They are in their first certification audit. They should be evaluated in the next audit.
1-	Is the organization using the ROYALCERT logo appropriately?			X	1- The facility does not use the ROYALCERT logo yet. They are in their first certification audit. They should be evaluated in the next audit. 2- The facility does not use the GSTC logo yet. They are in their first certification audit. They should be evaluated in the next audit.
2-	Is the organization using the GSTC logo correctly?			X	
3.	Examination of references and public claims regarding the use of GSTC certification names, registered trademarks, and logos.			X	

Team Leader

Name/Surname: Frat TOZLU

Signature:

Date: 24.12.2024

Attachments:

1. Non-Comformity Nofity Report (FR.37)
2. Opening-Closing Meeting Minute Form (FR 45)