

Avani Solutions- Travel & Accommodation Policy 2025

Avani Solutions is committed to minimising the environmental impact of business travel while maintaining operational effectiveness. Travel should prioritise low-carbon options and avoid unnecessary journeys, recognising the environmental impact of both transport and hotel stays.

This policy supports Avani Solutions' Climate Action Plan and Net Zero ambitions.

Travel Hierarchy (Order of Preference)

1. Virtual meetings
2. Public transport
3. Car sharing
4. Company vehicles
5. Flights (only where no practical alternative exists and with approval)

Environmental Considerations

Hotel accommodation has a notable environmental impact due to energy use, water consumption, laundry, and waste. Therefore:

- Overnight stays must be operationally necessary
- Preference should be given to hotels with recognised environmental certifications
- Choose hotels demonstrating sustainable practices (e.g. reduced energy use, water efficiency, limited single-use plastics)
- Prioritise public transport over driving and flying
- Flights and overnight stays require line manager approval
- Plan routes to minimise distance and emissions

Travel & Route Planning

Employees must:

- Consider environmental impact when planning travel
- Combine appointments where possible
- Select the most carbon-efficient option available

This policy will be reviewed annually and updated as required.

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