 KAYAKAPI PREMIUM CAVES CAPPADOCIA	Kayakapi Tour. Yat. Tic. A.S. GREEN PURCHASING POLICY	Publication Date: 29.11.2022
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1. PURPOSE

The purpose of this policy is to ensure that Kayakapi Premium Caves Cappadocia Boutique Hotel purchases equipment, products and services with high energy efficiency and environmental sensitivity that are expected to have a significant impact on energy performance and the environment. With the implementation of this policy, less energy consumption and greenhouse gas emissions will be realized and environmental and economic gains will be increased.

Kayakapi Premium Caves Cappadocia Boutique Hotel is committed to consider energy performance as a minimum in all procurement activities related to significant energy use and to reduce greenhouse gas emissions by reducing energy use.


2. PRINCIPLES

In this context, our green procurement principles are as follows:

- Minimizing unnecessary purchasing
- Minimizing waste
- Minimizing toxicity
- Minimizing habitat destruction
- Minimizing soil degradation
- Minimizing greenhouse gas emissions
- Maximizing energy efficiency
- Maximizing water efficiency
- Maximizing health and safety elements
- Ensure the purchase of Eco-Labeled/Eco-friendly products and services
- Planning trainings to raise awareness of sustainability opportunities in procurement processes
- Creating fair trade opportunities

2. METHOD

Green Procurement Policy, Kayakapi Premium Caves Cappadocia Boutique hotel is identified as a significant energy user, when purchasing equipment that may have a significant impact on energy performance, action is taken to assess the impact of the

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procurement. Purchasing energy efficient products and services that work more effectively than conventional ones can reduce the energy costs of Kayakapi Premium Caves Cappadocia Boutique hotel. In addition to reducing energy costs, procurement of energy-efficient products can reduce maintenance costs, reduce greenhouse gas emissions and improve pollution prevention and resource conservation activities.

REQUIREMENTS

Scope:

This policy covers all production and auxiliary facilities and production processes of Kayakapi Premium Caves Cappadocia Boutique Hotel, raw materials and energy consumption used in production, all offices and office equipment and materials, all employees and other stakeholders (suppliers, contractors, subcontractors and personnel involved in contracts with other organizations).

Communication:

When supplying energy services, products and equipment that have or may have an impact on significant energy use, Kayakapi Premium Caves Cappadocia Boutique hotel will inform suppliers that the supply is evaluated in part on the basis of energy performance.

Evaluation:


Energy use, consumption and efficiency will be assessed by the equipment owner or contract manager over its projected working life and this assessment may be based on information provided by the potential vendor or Kayakapi Premium Caves Cappadocia Boutique hotel's own investigation. The results of the assessment will influence purchasing decisions.

Agreements

Contract specifications, supplier service agreements and other similar documents will require the vendor to configure the equipment to be optimal for energy performance to the extent specified by the manufacturer. Vendor selection will give preference to potential vendors with ISO 14001, ISO 50001 or equivalent certifications. The products must also meet user requirements in terms of quality, performance and durability. The vendor shall provide customer support with respect to power management features so that these features are properly activated and repaired should a failure occur.

Implementation:

Kayakapi Premium Caves Cappadocia Boutique hotel will provide training and awareness raising tools to all its staff.

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Kayakapi Premium Caves Cappadocia Boutique hotel will actively promote innovative improvement in suppliers' energy efficiency performance and evidence of this communication will be recorded.

Kayakapi Premium Caves Cappadocia Boutique hotel will continuously improve its procurement policy and guidelines by regularly reviewing contracts and suppliers and benchmarking this strategy against others, monitor performance indicators using procurement standards and environmental and energy performance.

The Board of Directors is committed to fulfilling the requirements set out in this policy and Kayakapi Premium Caves Cappadocia Boutique Hotel expects its employees to fulfill the same commitments.