

Corporate Social Responsibility Policy

At APX, we are committed to being a responsible business that meets the highest standards of ethics and professionalism. Our Corporate Social Responsibility (CSR) policy outlines our efforts in making a positive difference to our people and to the world.

Scope

This policy applies to our company, APX Travel Management, as a framework for governance, operations and conducting business. Some of these initiatives and commitments are shared with our parent company, Helloworld Travel NZ Ltd., our subsidiaries, our suppliers and partners. Adherence to this policy is led by our Senior Management Team but is ultimately the responsibility of every employee.

Commitment

We will always conduct business with integrity and respect to human rights. We'll promote:

- Safety and fair dealing
- Respect toward the consumer
- Anti-bribery and anti-corruption practices

We focus our commitments and efforts across three pillars: People, Environment and Community.

People

Across our organisation and in dealings with all external stakeholders, we believe in treating people with respect and equality and are committed to caring for the wellbeing of our people.

Our people initiatives include:

- **Diversity & Inclusion:** Commitment to an inclusive workplace that embraces and promotes diversity across gender, race, ethnicity, age, disability, cultures, and more.
- **Health & Safety:** Ensuring we do not risk the health and safety of our employees and community.
- **Compliance:** Adhering to all legislation, including anti-bribery and corruption laws across all markets in which we operate.
- **Fair Pay:** Ensuring wages and benefits paid for a standard working week satisfy national legal standards or local-industry benchmarks.

- Fair Labour: Determining that no forced, bonded, child or involuntary labour is used in, or in connection with, our operations or supply chain.
- Leave: Providing emergency-services leave and defence-services leave to our serving team members.
- Positive Workplace: Creating a workplace environment in which our employees are both safe and happy to work in.
- United Nations Global Compact: This is our commitment to upholding the UN's framework for corporate responsibility, with principals across human rights, labour, environment and anti-corruption practices. Management must communicate this policy on all levels and incorporate it into all staff inductions.

Environment

Our company recognises the need to protect the natural environment; keeping our environment clean and unpolluted is a benefit to all.

Our environmental initiatives include:

- Offsetting Carbon Emissions: Maintaining our carbon-neutral status by offsetting our greenhouse gas emissions through the purchase of carbon credits from a wind farm project. These offsets are covered by 100-year carbon rights and a carbon covenant that follows the Kyoto Protocol.
- Helping Clients Manage Carbon Emissions:
 - Displaying carbon emissions at the time of booking on our online booking tool.
 - Prioritising electric vehicles in car rental displays.
 - Promoting the benefits of car-share providers, such as Mevo, and providing automated ride-sharing reports prior to travel to encourage taxi and/or rental car sharing.
 - Reporting on emissions (air and land) based on the standards set out by NZ Ministry for the Environment.
 - Providing a service to offset emissions on total spend through consolidated billing.
 - Educating clients on sustainability initiatives and demand management at our forums which we host a minimum of twice annually.
- Partnerships: Partnering with sustainable travel providers/suppliers, co-promoting them and implementing their practices in our business. For example, hotels and venues with an established programme for good waste, and those who use local suppliers wherever possible.
- Paper Reduction: Encouraging employees to avoid printing, only using carbon neutral paper and providing digital reporting solutions internally and to our clients.
- Work Environment: Providing and striving to maintain a clean, healthy and safe working environment, underpinned by the Helloworld Travel NZ Ltd. Occupational Health and Safety Policy.

Community

As a successful business, we believe in sharing that success by giving back to the community. We are committed to initiating and supporting community programmes.

Our community initiatives include:

- **Volunteering:** Encouraging our employees to support a local charity of their choice by providing each a paid full day's leave per annum for volunteering purposes.
- **Education:** Providing small to medium enterprises the opportunity of upskilling via our sponsorship of the Nurture Change programme and supporting students studying at local institutions with mentoring and training opportunities. We commit to visiting at least three colleges per annum, per region, to speak with year 12 and 13 students considering a career in the travel industry.
- **Partnering with Camp Quality NZ:** Supporting Camp Quality as an official corporate sponsor since 2016; a charity that brings fun, hope and happiness into the lives of children living with cancer. As part of our Memorandum of Understanding, we commit to monthly fundraising initiatives at which APX matches every dollar raised by staff and we provide staff members wishing to volunteer at the annual camp with 5 days paid special leave.
- **APX & Super Shuttle City Mission Express:** Working with Super Shuttle each Christmas since 2017 to collect and deliver donated goods from APX/Helloworld Travel NZ Ltd. locations, suppliers and customers across Auckland, Wellington and Christchurch and some regional locations. This supports the significant work of the City Missions for low income families.
- **Sponsorship:** We commit no less than \$5,000 per annum by way of sponsorship to community organisations to support their endeavours and raise their profile via various means such as social media.

Accountability

APX General Manager and Leadership Team will review and refine the APX Corporate Social Responsibility policy on a quarterly basis to ensure it remains relevant and effective. We maintain and encourage open dialogue both internally and externally to ensure we fulfil our CSR obligations as set out in this document and welcome an external audit at any time to ensure compliance and transparency.