

## Energy Reduction Policy

Based on Tour East Group code of conduct, 4-1 Environmental Awareness, Tour East Group follows its policy to reduce global warming, especially focusing on the reduction of electricity and energy consumption. Below actions have been introduced:

- 1- Only to turn on the light in the area where it is used, especially out of working hours. The last person requires to check if all lights have been turned off, before leaving the office.
- 2- All staffs must be responsible upon using meeting rooms to check the lights, projectors, displays, and other external AV systems have been turned off.
- 3- Air conditioning should be set at the appropriate temperature not harmful to the environment for both cooling and heating.
- 4- All electrical equipment and displays should be set to energy saving or eco mode, so its display will automatically turn off while not in use.
- 5- All staffs are advised to actively reduce the use of disposable and consumer goods as defined in the Plastic and Waste Reduction Code of Conduct.
- 6- Purchasing of green energy and energy-efficient equipment is strongly encouraged whenever and wherever possible.
- 7- We comply with the national legislation concerning the waste disposal.
- 8- All staffs are encouraged to use public transport or sustainable means of transport.