



SUSTAINABILITY REPORT

ALTIN GÖK TURİSTİK TES. TİC. VE SAN. A.Ş.

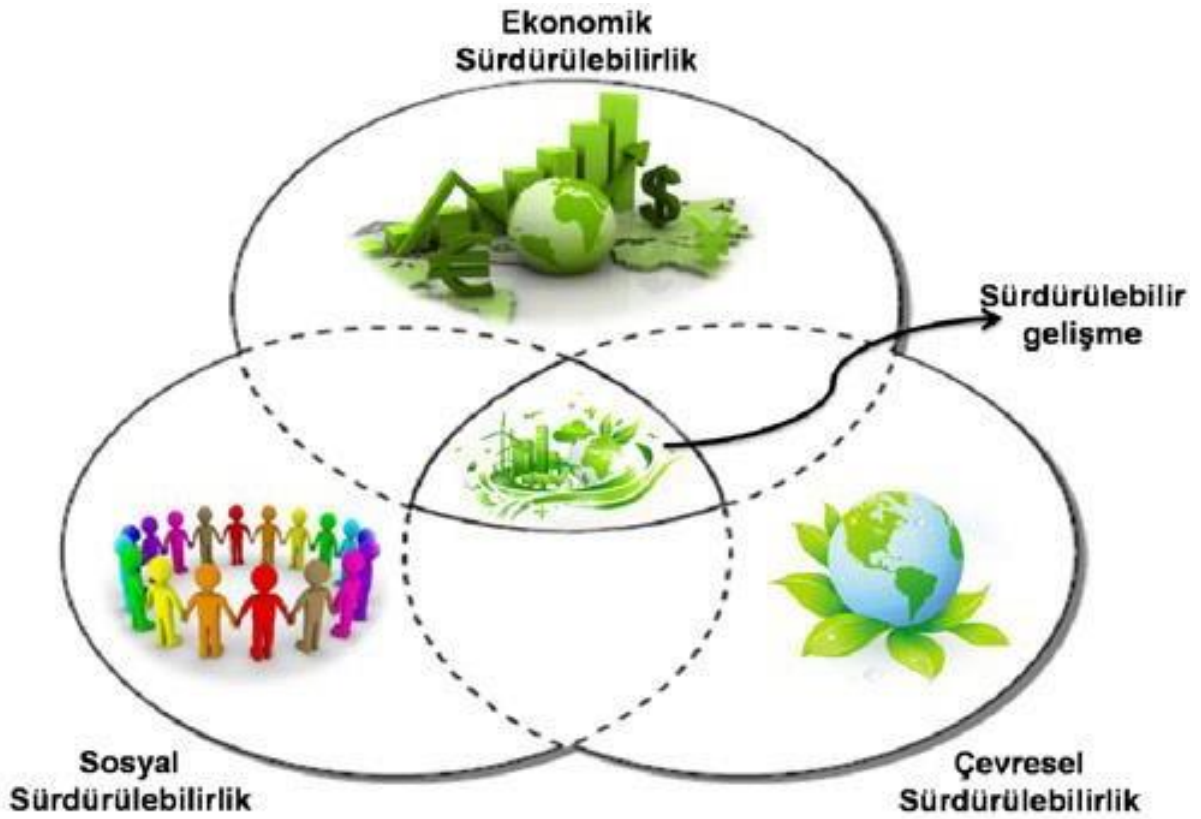
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"We are aware of our responsibilities and are determined regarding sustainable tourism and development. We strive to leave a better world for future generations. Our corporate vision, mission, culture, values, and ethical principles guide us while fulfilling these responsibilities."

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We are conscious of our responsibilities regarding sustainable tourism in the tourism sector. For this reason, we attach equal importance to raising awareness not only among our guests but also among our employees. We continuously increase social responsibility awareness and consistently implement an eco-friendly management approach. The foundation of our management style relies on "sustainable tourism." To leave a more livable environment for the next generation, we utilize our natural resources in a sustainable manner, even while maintaining our products and services at a high quality.



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ABOUT THE REPORT

As a facility, informing our stakeholders transparently and effectively about our activities and their impacts is among the primary matters to which we attribute special importance. In line with this, the sustainability reports we aim to publish annually will serve as an important tool to become a transparent and accountable organization. Since the day we began operating in business life, we have made—and continue to make—many investments with both social and environmental content for the sustainability of our business.

With this sustainability report, we aim to convey our economic, environmental, and social performance to our employees, customers, and other stakeholders, and we have begun to research and examine the expectations of our key stakeholders from our hotel within the framework of sustainability. We view this report, which we plan to prepare regularly, as a significant communication tool to share the steps we will take to manage our impacts in the future.

As a facility, we are aware that sustainability studies in tourism minimize negative impacts on the environmental and cultural heritage, and we are conscious of the responsibilities brought by sustainable tourism. We strive to leave a better world for future generations. Accordingly, we continue our efforts on many subjects within the concept of sustainability, such as reducing environmental impacts, energy, water, and waste management, protecting cultural and social heritage, providing economic and social benefits to the local population, and protecting the environment. In today's world, where the importance of climate change and global warming is felt more acutely each passing day, we aim to fulfill our responsibility in the best possible way and strive to ensure that environmental awareness is adopted by our employees.

We aim to increase our success day by day by focusing on the effective management of sustainability risks and ensuring sustainable growth through long-term strategies.

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ABOUT US

On the path to achieving our vision, the sustainability performance and impacts of our facility are presented to the attention of all our stakeholders through this published sustainability report. As a tourism investment company that prioritizes guest satisfaction, we aim to provide responsible production, service, and consumption, and our efforts continue to make this permanent. Together with all our employees in a team spirit, without compromising on superior service quality, and in line with the principle of "Not Consuming Nature but Utilizing It by Protecting It," we aim to be an exemplary facility with a family warmth, preferred by guests at all times due to its environmental sensitivity and understanding. We work for sustainable tourism with the products we prefer and the approaches we display.

1. MANAGEMENT SYSTEM

- This document forms the core framework and sets forth the policies of a Sustainability Management System (SMS) that can be adapted and developed to cover all management processes of our hotel. This document is prepared for the management and personnel of the hotel. Our system has been developed to be appropriate for the size and scope of our hotel.
- As Armonia Holiday Village Hotel, we are aware that sustainability studies in tourism minimize negative impacts on the environmental and cultural heritage, and we are conscious of the responsibilities brought by sustainable tourism.
- We strive to leave a better world for future generations.
- Accordingly, we continue our efforts on many subjects within the concept of sustainability, such as reducing environmental impacts, energy, water, and waste management, protecting cultural and social heritage, providing economic and social benefits to the local population, and protecting the environment.
- 2. In today's world, where the importance of climate change and global warming is felt more acutely each passing day, we aim to fulfill our responsibility in the best possible way and strive to ensure that environmental awareness is adopted by our employees.
- We aim to increase our success day by day by focusing on the effective management of sustainability risks and ensuring sustainable growth through long-term strategies.
- Our hotel undertakes that it will fulfill the first-stage obligations of the Türkiye Sustainable Tourism Program and commits to the continuous improvement of the sustainable management system to enhance sustainability performance.

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SUSTAINABILITY POLICY

We encourage the efficient use of energy and water resources and aim to reduce the amount of waste. We minimize environmental impacts to protect the local ecosystem and support biodiversity. We raise awareness among our personnel and guests regarding recycling and waste management.

- **Social and Cultural Sensitivity:** We support economic and social development by cooperating with local communities. We protect and promote local cultural values and heritage. We ensure that all our personnel comply with fair business practices, equality, and diversity principles.
- **Economic Sustainability:** We encourage working with sustainable suppliers and aim to contribute to the local economy. We continuously review our processes to ensure efficiency and cost savings.
- **Quality Management:** We strictly adhere to quality standards to keep guest satisfaction at the highest level. Based on continuous improvement principles, we commit to the continuous training and development of our personnel.
- **Human Rights and Employee Rights:** We ensure full compliance with business ethics standards and human rights. We support fair working conditions and reject any form of discrimination.
- **Health and Safety:** We take the necessary precautions to maintain the health and safety of our guests and employees at the highest level. We provide a safe environment by continuously reviewing hygiene and cleanliness standards.
- **Risk and Crisis Management:** We evaluate risks, take precautions, and continuously improve our management processes. We prepare and update crisis plans to ensure swift and effective action in crisis situations. We organize training and awareness programs to prepare our personnel for emergencies and strengthen their response capabilities. This sustainability policy reflects our efforts to achieve our sustainability targets as a facility and to fulfill our commitments for a better future. We continuously review and update our policy, sharing it with all our stakeholders.

APPOINTMENT LETTER FOR SUSTAINABLE TOURISM OFFICER: Within the scope of the Sustainable Tourism Program, we have appointed one of our personnel as the Sustainable Tourism Officer to coordinate, execute, and report the implementations in our company on behalf of the management.

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SCOPE

While this document forms the fundamental framework of a Sustainability Management System (SMS) that can be adapted and developed to cover all management processes of our hotel, it also sets forth the policies and practices of our organization. This document has been prepared for all stakeholders, guests, and personnel of the hotel. Our system is being continuously developed in a manner appropriate to the size and scope of our hotel.



- **Our Purpose:** To be able to offer high-quality service to all our guests, provide economic benefits to the region we live in, add value, benefit our society through social harmony and local employment, and protect our environment.
- **Our Objectives:** To advance further for our guests and employees by determining our risks, to minimize our negative impact on the environment by reducing our unnecessary use of resources such as energy and water, to provide employment opportunities for the people of the region, to provide economic benefits to the destination by purchasing goods and services from local sources, to create innovations and projects that continuously increase employee and guest satisfaction, and to be a more environmentally sensitive hotel by segregating and recycling waste materials generated during our operations.

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SUSTAINABLE MANAGEMENT SYSTEM

Definition of Sustainability: It is the shaping of today and future life in a way that establishes a balance between humans and nature without depleting natural resources, allowing future generations to meet their needs and develop.

We started our sustainability efforts as of the year 2023. With this objective, we aim to share the progress we have achieved with our management, employees, guests, suppliers, and all other partners, thereby increasing the awareness we will create at this point and transforming it into common goals and successes.

Our Purpose; To be able to offer high-quality service to all our guests, provide economic benefits to the region we live in, add value, benefit our society through social harmony and local employment, and protect our environment.

Our Objectives;

- To advance further for our guests and employees by determining our risks,
- To minimize our negative impact on the environment by reducing our unnecessary use of resources such as energy and water,
- To provide employment opportunities for the people of the region,
- To provide economic benefits to the destination by purchasing goods and services from local sources,
- To create innovations and projects that continuously increase employee and guest satisfaction, To be a more environmentally sensitive hotel by segregating and recycling waste materials generated during our operations.
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At Armonia Holiday Village & Spa Hotel, the processes within the scope of sustainable tourism are carried out by the Management, Quality Department, and Human Resources. Within this scope, a sustainability team has been established at our hotel.

The foundation of our sustainable management system relies on risk analysis. Risk analysis is conducted under the headings of environment, natural disasters, society, culture, economy, quality, human rights, health, and safety. New headings can also be added if necessary.

We also possess a crisis management policy and system that determines what will be done in case the risks materialize after they are analyzed. How the risk analysis and crisis management will be conducted is included in the annex of this document. SMS involves the implementation of certain policies by all employees in matters of quality, economy, management, environment, culture, human rights, health, and safety, the determination of targets, and the continuous improvement of business management processes by monitoring whether the targets are achieved.

In case the determined targets are achieved, new targets are set. In case they cannot be achieved, our targets, policies, and practices are reviewed. Thanks to this, we strive to ensure continuous improvement.

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Our hotel undertakes that it will fulfill the third-stage obligations of the Türkiye Sustainable Tourism Program and commits to the continuous improvement of the sustainable management system to enhance sustainability performance.

Due to the status of the sector, environmental, social, technological, economic, and cultural risks, as well as legislative changes and updates, our management system is continuously reviewed, and systems and policies are updated when necessary. The steps specified above can be expressed briefly as the **Plan-Do-Check-Act (PDCA)** approach.



- **Plan:** Our hotel attaches importance to environment, society, culture, country economy, and management system topics and determines targets. It plans the roadmap and actions to be followed to reach the set targets.
- **Do:** Our hotel determines its core policies and practices related to environmental, cultural, social, human rights, health, and safety matters. It monitors, measures, and records these at intervals defined by the relevant personnel.
- **Check:** Feedback from both personnel and customers is monitored and recorded at our hotel. Corrective actions are taken if necessary.
- **Act:** This is the step where our hotel takes action to rectify the problems identified in the check step. Corrective actions and operations are recorded and archived.

Our hotel undertakes to comply with the laws, regulations, and international agreements in force, maintains an up-to-date list of them, informs its personnel regularly about them, and provides the necessary training to the personnel.

In case it is questioned or requested to be presented, our hotel presents all necessary permits, certificates, and documents to the relevant persons and institutions. These documents include the Business Opening and Operation Permit, the personnel insurance declaration for the last month, the tax plate, the emergency action plan, personnel training records and certificates, the sewage connection certificate received from the municipality, documents showing that pest control has been carried out, and other necessary documents.

As a facility, we know all our legal obligations and follow new legislation. We track legal requirements through the **LEGAL COMPLIANCE TABLE** list we have created.

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STAKEHOLDERS AND COMMUNICATION

Our hotel provides accurate information to all segments in promotions. It always uses real visual materials in promotions. Our hotel has a transparent and realistic structure in terms of its products and services on its website, social media accounts, other printed and written promotional channels, and marketing communication.

Our hotel also shares what it has done, its actions, and operations regarding policy and sustainability with its employees and customers in an open and transparent manner. Our hotel's website is used to achieve this. Periodic reports about sustainability performance are published on our website. These reports are organized in periods appropriate to their subject matter.

A system is available at our hotel aiming to receive feedback from our customers, public institutions, municipalities, employees, local people, and all other relevant persons and institutions regarding our sustainability performance, policies, and practices. Through this system, we receive feedback from both our personnel and our customers. Our system is designed to enable and encourage our customers and personnel to provide feedback in a fast, simple, and effective manner. This system includes survey implementations for guests, regular monitoring of social media accounts, e-mail and messaging services and other communication channels for employees, and communication via e-mail and their regular follow-up for all other stakeholders.

- Customer Experience:** Importance is attached to customer satisfaction at our hotel. Customer satisfaction includes feedback coming from the system explained above related to sustainability. Analysis of the results obtained is carried out. Negative feedback and responses given to it are recorded, and necessary precautions are taken.
- Personnel Participation:** The most important element of our hotel's management system is our employees. Our employees know what they need to do in our management system and our policies and practices related to sustainability.

Paydaş Grubu	Konu	İletişim Metodları	İlgili Paydaşın Tavsiye Verme Mekanizması	Gerçekleşme durumu
Çalışanlarımız	Misafir Odaklılık, Kirlilikle mücadele, İnsanı odağa alma, iş etiği, Çalışan Hakları ve Memnuniyeti, Şeffaf Yönetim, Dijitalleşme ve Bilgi Güvenliği, Nitelikli Eğitim, İsrafın Önlenmesi, Döngüsel Ekonomi Bilinci	Toplantılar, anketler, iç duyurular, özel gün buluşmaları, gönüllülük esaslı sürdürülebilirlik ekip etkinlikleri	İnsan Kaynakları Departmanı, Email, telefon, anketler, şikayet kutuları, Çalışan Temsilcileri	Sürekli
Misafirlerimiz	İklim değişikliği ile mücadele ve düşük karbon ekonomisine destek, Gelecek Nesillerin kaynakları-farkındalığı, Turizmin sürdürülebilirliği, otellerin sürdürülebilirliği, ESG ve Risk Yönetimi, Dijitalleşme ve Bilgi Güvenliği	Önbüro aracılığıyla anında geri bildirim, Sosyal medya, E-mail, Telefon, Kurumsal web sitesi,	Önbüro çalışanlarına, E-mail, telefon, anketler, sosyal medya hesapları, seyahat platformları aracılığıyla	Sürekli
Tedarikçiler	Sorumlu Satın Alma Şartnameleri, iklim değişikliği ile mücadele ve düşük karbon ekonomisine destek, iş etiği, dijitalleşme ve bilgi güvenliği, risk yönetimi	Telefon, E-mail, Tedarikçi ziyaretleri-denetimleri, toplantılar, tedarikçi değerlendirme raporları üzerine görüşmeler	E-mail, telefon, online toplantılar, tesis ziyaretleri, tedarikçi ziyaretleri	Sürekli
Yerel Topluluklar	Sürdürülebilir şehirler ve topluluklar, İnsanı odağa alma, Bölge Halkı iş birliği ve memnuniyeti, Nitelikli eğitim, Sağlıklı ve Kaliteli yaşam, Kültürel mirasın korunması	E-mail, telefon, ziyaretler	E-mail, telefon, ziyaretler	Sürekli

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PERSONNEL LIFE

By aiming to provide a safe and healthy working environment within our organization, we do not discriminate on matters such as race, religion, caste, national origin, disability, age, gender, sexual orientation, association/union membership, and political identity in hiring, compensation, training, rewarding, promotion, termination, or retirement.

It is our preference that the personnel working in our hotel are from the local population. Our purpose in this matter is to ensure that the money earned is spent in the local economy. Furthermore, to support employment, our hotel cooperates with İKŞUR and offers internship opportunities within the hotel.

In line with our sustainability policies and management system, periodic training programs, on-the-job training, training required by legal legislation, and guidance support related to sustainability and their work fields are provided to employees, including orientation training. We implement annual training plans on topics such as Occupational Health and Safety training, hygiene training for kitchen/service/massage etc. personnel, water and energy saving, chemical substance utilization rules, fire protection, first aid, etc.

Our hotel undertakes to comply with the relevant provisions of the Labor Law No. 4857 and pays at least the minimum wage to the employee. Our hotel also undertakes compliance with the Social Insurance and General Health Insurance Law No. 5510 and the Occupational Health and Safety Law No. 6331.

Our personnel have received training from experts and have been certified in the fields of Occupational Safety, Hygiene and Sanitation Training, and Sustainability Training. Our hotel aims to offer equal opportunities to its employees and attaches importance to gender balance. Accordingly, it is ensured that our employees are hired based on their skills and experiences, and gender discrimination is never permitted. The happiness of our customers and employees is our priority. As always, we will continue to make efforts to raise our service quality.

SOCIAL AID

- **Laundry Utilization:** Work uniforms and all kinds of clothing worn related to work for all our employees are cleaned free of charge. The sheets and daily clothes used by the personnel using the lodging are also washed free of charge in the laundry located in our lodging.
- **Personnel Shuttle:** We have a shuttle between Turgutreis and the hotel.
- **Lodging Utilization:** The personnel lodging is open to the use of all our personnel whose residence address is outside the city.
- **Personnel Dining Hall:** Food served in the personnel dining hall for employees is free of charge. Breakfast, lunch, dinner, etc.
- **Ramadan Aid:** Every year in the Month of Ramadan, a Ramadan food box is given to the personnel through a contracted market.

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ACCESSIBILITY

In our facility, mandatory minimum standards are implemented by laws to ensure accessibility standards and remove obstacles in every area. Within the scope of accessible accommodation, it means organizing elements that can be provided for a non-disabled individual in a way that also covers disabled individuals. In order for our facility to provide services that ensure accessibility properly, it aims to create financial support and human resources in appropriate quality and quantity in line with the objectives of the Ministry of Culture and Tourism.

We conduct continuous improvement efforts to provide a healthy, peaceful, and safe environment for our disabled individuals in our facility. We strive to make continuous improvements not only for the physically disabled but also for our guests who cannot participate in tourism activities due to disabilities like vision and hearing. Our hotel regularly carries out the maintenance and repair of accessibility arrangements and infrastructure, providing improvements when necessary.

Furthermore, we inform our employees regularly regarding accessibility. We inform guests and stakeholders openly and accurately about the level of accessibility through our website, and we undertake to provide accessible accommodation services in the same environment with everyone for disabled individuals.

- There are 4 disabled rooms for our disabled guests in our hotel.
- Disabled WCs are located at 2 separate points: Poolside WC and Restaurant WC.
- Our disabled rooms are close to the reception and located in the front block.
- At the same time, there are ramps, 2 elevators, and a pool lift for ease of access.
- A grip ramp on the beach for them to enter the sea easily and our wheeled beach chair for ease of movement on the sand are available.



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PURCHASING

To protect the environment for sustainability, minimize the negative impacts of our business on the environment, and contribute to the development of the community and environment we are in, ensuring sustainability in purchasing is our primary purpose.

We pay attention to choosing food and beverage items purchased for our facility from top-quality products that comply with the purpose and relevant legislation, and at the same time, are locally produced. To limit and minimize the environmental impacts of our business operations, during purchasing, we will evaluate the following criteria along with price, quality, and suitability, considering not only the purchasing cost of a product but also its life-cycle cost:

- Preference for tools-equipment and products that consume less energy,
- Preference for tools-equipment and products that consume less water,
- Preference for tools-appliances, products, and services that generate less waste,
- Preference for materials that cause the least harm to the environment,
- Replacement of gases used for cooling purposes in our hotel with new cooling machines complying with environmental legislation after their expiration,
- By contacting our suppliers, we will ensure that awareness is raised regarding the procurement of sustainable products and services.

Utilizing natural resources without damaging the ecosystem is also deemed important. In all purchasing activities, importance is attached to animal rights and the sustainability of wildlife species, and prohibited products are not procured. Eco-certified products and suppliers are preferred in terms of wood, paper, fish, other foods, and products originating from the wild. In cases where certified products or suppliers are not available, origins and production methods are researched. To minimize waste, careful management of consumable materials, including food, and preference for reusable, returnable, and recycled products are targeted. Furthermore, suppliers are expected to minimize and correctly manage their waste. Practices such as the use of energy-saving products and purchasing from businesses belonging to local/regional people are valued environmentally. Additionally, supporting the development and sale of sustainable products and services by local entrepreneurs is targeted.

By adopting the fair trade principle, corruption, bribery, and conflicts of interest are avoided. Priority is given to business partners complying with commercial ethical rules and legal legislation. Moreover, the intellectual property rights of all business partners are protected. Our institution works together with local/regional suppliers to provide responsible procurement in order to fulfill and support its social responsibility across the entire supply chain. We view our raw material and technical suppliers as important partners with whom we develop relations of trust through open, equal, and fair trade. Our institution, with the aim of gaining the trust of society, encourages the Sustainable Management System across the supply chain, including our suppliers, by considering the environment, quality, occupational safety, and human rights.

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We audit our suppliers from whom we make purchases and support them to be included in our sustainable targets. By determining our ratios of working with local / non-local suppliers in certain periods, we aim to always increase our opportunity to work with local suppliers to reduce the carbon footprint and support the local economy.



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ENVIRONMENTAL AND NATURE PROTECTION

As Armonia Holiday Village & Spa Hotel, along with guest satisfaction, we act in accordance with national and international legal legislation and organizational requirements to create a more livable environment for our employees, guests, suppliers, and the society we are in.

In today's world, where the importance of climate change and global warming is felt more acutely each passing day, we accept all responsibilities falling upon us, and we are always in an effort to ensure that environmental awareness is adopted by our employees.

By acting with environmental management principles such as reduction at source, reuse, recovery, and disposal, we reduce our carbon footprint through activities like the efficient use of energy and natural resources and reducing the use of hazardous chemicals. We support natural life by harboring plant species and animals within our structure.

Bougainvillea trees and Tamarisk trees unique to the Aegean region are located in our garden. Water and electricity savings are achieved by conducting irrigation with a drip system in our garden. For the purpose of water saving in rooms, we prepare practices and information cards related to towel washing requests and present them to our guests. We provide service with our 2 electric vehicle charging stations in our facility.



ENVIRONMENTAL AND WASTE MANAGEMENT

Conscious of our responsibilities towards the environment and society, believing in continuous development, we carry out our activities with a sustainable environmental belief, and we will ensure its continuity. By keeping factors that may cause environmental pollution under control, we will minimize the pollution and harm we will cause to the environment. We will fulfill our legal obligations and comply with environmental legislation and administrative regulations. We will minimize the negative impacts we will cause to the environment by using the best possible technology during our activities. We will share our environmental sensitivity and the efforts we make to protect the environment with our employees, guests, suppliers, and society, ensuring it is adopted as a philosophy of life.

By organizing the necessary training to increase environmental sensitivity, we will ensure that our employees are informed, conscious, and motivated regarding the environment. To prevent environmental pollution, we will conduct studies to reduce pollutant waste at its source, reuse it, or recover it. We will use energy and natural resources at appropriate value levels and implement activities preventing unnecessary resource utilization. Eco-friendly and efficient products will be purchased and procured for zero waste, reduction of waste, and reduction of chemical use.

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Environmental risks that may arise after each department's activity will be determined, and we will take precautions to reduce the generated waste. We will produce solutions for the segregation of waste across the facility and in rooms. We will ensure the disposal of hazardous waste generated in our facility within the scope of environmental legislation and its continuous execution within our structure. We store waste in separate areas according to their characteristics in a correct manner, delivering them to licensed/authorized firms without exceeding legal storage time limits, and preserve their records. With the aim of making our natural resources sustainable, we regularly track our water and electricity consumptions and will take protective measures to prevent excessive consumption. To prevent excessive chemical consumption, we will continue to provide training to our personnel regarding the necessity of using chemicals sufficiently. We give priority to biological control methods in garden maintenance and will continue to implement the drip irrigation method for the purpose of water saving. With the purpose of preventing emergencies and environmental disasters that may occur, we will conduct regular drills with Emergency Response Teams. We will make continuous improvements in the Environmental Management System. We will continue our struggle to utilize our natural resources effectively and prevent pollution originating from soil, water, air, light, noise, erosion, and surface runoff. We exert effort to minimize our carbon footprint and greenhouse gas emissions.



Wastes, including food wastes, are measured according to their type. The amount of solid waste per guest or overnight stay is calculated in our hotel. It plans and implements corrective measures to reduce food waste and squandering. Compliance is ensured with the "Zero Waste Regulation" legislation regarding solid waste disposal and solid waste management. In our hotel, priority is given to ensuring that all chemicals used are approved, labeled, and in appropriate packaging, and that their MSDSs have reached us. Necessary precautions have been taken in our chemical warehouses against situations like leakage, spillage, etc., that may harm the environment. By storing our vegetable waste oil and hazardous wastes in forms prescribed by laws, it is ensured that they are sent for disposal/recovery with licensed firms. By keeping the necessary records, it is attempted to prevent the harm that hazardous wastes can cause to nature.



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Additionally in our hotel:

- There is an automatic dosing system in swimming pools that uses a minimum amount of disinfectant.
- Corrosive and environmentally harmful products are avoided in the selection of chemicals used for cleaning, paint, and maintenance. Chemical substance utilization training is provided to the business personnel regarding the usage conditions, amounts, and usage methods of detergents and disinfectants.
- Furthermore, environmental training and training on Zero Waste topics are provided to all personnel in our hotel. We check that the pesticides used by the pest control firm from which we receive external services are products that do not harm human health and the environment, and we attempt to reduce chemical consumption by utilizing natural measures more.

Our hazardous wastes, vegetable waste oils, and solid wastes are regularly delivered to the relevant firms, and delivery forms are preserved. An environmental awareness board is available for our guests



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ENERGY MANAGEMENT

To protect our world from possible dangers, we use our energy efficiently and determine targets to reduce our energy consumption. For this; to fulfill both our responsibilities towards nature and our legal obligations, we follow national and international standards, laws, and regulations, voluntarily carry out studies that will ensure the reduction of energy use and/or the continuous improvement of our energy consumption performance, and track the results of our studies. We set targets and include energy efficiency in our training programs with the purpose of ensuring the participation of our employees. We care about cooperating with all our stakeholders to create common goals and results regarding energy management. We try to maintain our interaction to reach a total awareness and consciousness level together with our guests, employees, visitors, and all business partners on these matters.

We try to research, find, purchase, and use energy-efficient appropriate products, equipment, technology alternatives. We target documenting our Energy Management System, spreading it across all our departments, updating, reviewing, and continuously improving it when necessary. We evaluate emergencies that may arise, such as energy risks or energy constraints, and plan measures that can be taken. First of all, problems should be determined by measuring energy use, and possible savings areas should be identified. Energy consumptions of our facility are tracked on a monthly and yearly basis and recorded.

	ELEKTRİK TÜKETİM TAKİP TABLOSU											
Elektrik tüketim alanları (KWH) (Elektrik kullanım miktarları fatura ve sayaçlardan alınabilir)	Ocak	Şubat	Mart	Nisan	Mayıs	Haziran	Temmuz	Ağustos	Eylül	Ekim	Kasım	Aralık
Odalar (KWH)	13.076,10	11.316,15	4.721,85	32.689	64.276	97.151,50	93.996	112.576,50	34.059,50	16.855	3.571,20	12.064,67
Sosyal Alan (KWH)	0	0	0	10.460,48	20.568,32	31.088,48	30.078,72	36.024,48	10.899,04	5.393,60	0	0
Mutfak (KWH)	13.076,10	11.316,15	4.721,85	16.344,50	32.138	48.575,75	46.998	56.288,25	17.029,75	8.427,50	3.571,20	12.064,67
SPA (kwh)	0	0	0	3.661,17	7.199	10.880,97	10.527,55	12.608,57	3.814,66	1.887,76	0	0
Bahçe ve aydınlatma(kwh)	2905,8	2.514,70	1.049,30	2.222,85	4.371	6.606,30	6.391,73	7.655,20	2.316	1.146,14	793,6	2.681,04
Aylık Kullanılan Toplam Elektrik Miktarı (KWH)	29.058	25.147	10.493	65.378	128.552	194.303	187.992	225.153	68.119	33.710	7.936	26.810,39
Aylık toplam konaklayan misafir*geceleme sayısı (hesaplama detayı notlar kısmındadır)	0	0	0	1024	10439,00	17395	19774	21661	18960	8659	0	0
Misafir/gece başına kullanılan ELEKTRİK miktarı (KWH/Elektrik/Misafir.Gece)	#SAYI/O!	#SAYI/O!	#SAYI/O!	63,8457031	12,3145895	11,1700489	9,50702943	10,3943955	3,59277426	3,89305924	#SAYI/O!	#SAYI/O!

- Mains water, which is 20-22 degrees, is heated up to 40-50 degrees with the solar energy system, performing a pre-heating process. Later, after the temperature reaches 55-60 degrees in the hot water boiler, it is supplied to the rooms. The pre-heating process reduces both the eco-friendly cost and the cost that will arise in the heat pump system. As Armonia Holiday Village & Spa Hotel, we aim to reduce electricity consumption with renewable eco-friendly solar energy systems.



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- An energy saver system, which ensures that the electricity system turns off automatically when our guests leave the room, is used in our rooms.



- Led lighting is preferred in our lighting systems. Led lightings consume less energy and have a longer life compared to other classic lightings. They have no harm to the environment. They do not contain harmful gas and mercury.
- There are Door Switches on balcony doors in our rooms. Thanks to this, when balcony doors are opened, air conditioners turn off automatically, ensuring energy saving.
- In our facility; there are ceiling fans in our Restaurant section, our Lobby section, and our rooms. Ceiling fans consume less energy compared to air conditioning and are eco-friendly.



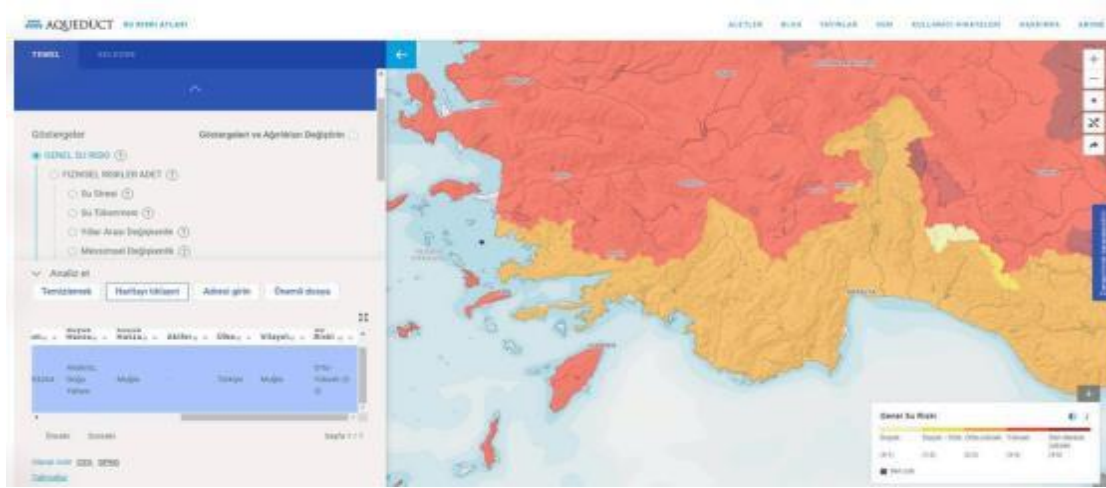
- Boiler Room and heat center; Boiler combustion efficiency is continuously controlled, and places with insulation deficiencies are determined, and corrections and improvements are made. Flue gas temperatures of boilers are around 113 degrees. This situation shows that energy is used efficiently. The installation system is insulated. Flue gas measurements are performed in boilers.



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WATER AND WASTEWATER MANAGEMENT

Our hotel complies with all legal requirements and regulations in the use of water. Water, whose distribution is made to every corner of the facility from our water lines, is of drinking water quality, and the total water used per guest or overnight stay is calculated. Water risk has been evaluated separately in the risk analysis. Creatures living in waters such as seas, lakes do not suffer harm due to the water utilization activities of our hotel. Still, the probability of these creatures suffering harm has been evaluated in the risk analysis, and necessary precautions have been taken. Furthermore, the water risk status in the region where our hotel is located has been determined. For this, the **Water Risk Atlas (AQUEDUCT)** prepared by the World Resources Institute is used.



For water saving in our hotel:

- An aerator (perlatör) is available in shower heads in our rooms.
- Sheet and towel change is done upon guest request.
- Water-saving washing machines and dishwashers are used in our facility.
- While dishwashers are used in our facility, wastes are segregated without water as much as possible before being placed into the machine, thereby preventing unnecessary water use.
- To prevent water waste, it is targeted to take timely measures by performing regular maintenance and repair studies.
- Our facility informs and directs its employees and stakeholders regarding water saving.
- We irrigate our plants with a drip irrigation system.
- With our labels we use on bathroom mirrors in our rooms, we encourage our guests to save water and ensure their participation.
- By using a two-stage reservoir in flushes, it is ensured that less water is spent.

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QUALITY POLICY

As Armonia Holiday Village & Spa Hotel; we establish our sustainability management system in accordance with international standards and ensure its implementation. With the belief that there can always be better, we continuously measure our services presented to our guests and perform studies to improve them. We guide the sector and set an example with the pioneering studies we conduct. We establish our open and transparent management style with our principles of professionalism, honesty, diligence, and reliability. We display an approach towards serving in line with our brand standards and correcting arising errors instantly. We attach importance to the continuity of training and provide the necessary resources for understanding quality, guest orientation, increasing the importance given to the environment, ensuring occupational safety and food safety, and ensuring that our employees do their work consciously, correctly, and safely. By considering guest expectations in our investments, implementing developing and up-to-date technology, we use our experiences, knowledge, and skills in a positive direction to develop ourselves. Operating and competing in the national and international market, we undertake that our hotel will not separate from the "superior quality" understanding to always remain a leader.

In our hotel serving you, our valuable guests, we will be happy to host you with our personnel, each experienced in their own branch, smiling, and seasoned. You are at the right address for a peaceful and quality accommodation experience in the comfort of your home.

OUR QUALITY UNDERSTANDING

- Starting from our value of "Human First," the satisfaction of all our stakeholders, primarily our employees who are the assurance of our business and our guests who are the essence of our business, forms the foundation of our quality management system.
- Accordingly, our policy; in products and services we provide, is to maintain customer satisfaction at the highest level, manage customer feedbacks effectively, perform timely delivery through effective resource utilization by eliminating operations that do not create value, and establish a quality management system aiming at continuous improvement.
- To provide and execute applicable conditions by continuously auditing the effectiveness of the quality management system and performing improvements deemed necessary,
- To establish a fast and effective working system by using technological opportunities in corporate communication with our suppliers and customers.

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CHILD RIGHTS POLICY OUR

Children are trusts of the future to us. Recognizing them as an individual, respecting their rights, protecting and guarding them against any psychological, physical, commercial, etc., exploitation is our primary responsibility. To ensure this; in our own institutions, in accordance also with the principle of not employing child labor set forth in the International Labour Organization's Declaration on Fundamental Principles and Rights at Work, we do not permit child labor and expect the same sensitivity from all our business partners. Within the business, we present environments/opportunities contributing to the development of children, where they can express their thoughts, requests, and feelings comfortably, and feel free and comfortable.

We provide training to our employees on the prevention and identification of child abuse. We make sure they are under adult supervision in activities children participate in. We organize training and support relevant projects to create awareness on the protection of child rights. When we witness suspicious actions related to children, we primarily inform the hotel management, and request help from official organizations in situations deemed necessary.

As vulnerable individuals, persons who are insufficient, lack the capacity to give consent, and may be exposed to very negative results in case their personal data becomes open to the public; we never permit women, infants and young children, the elderly, pregnant women, people with mental disorders, sığınmacı (refugees), disabled people, ethnic minorities, and patients to be exposed to situations like exploitation, harassment, discrimination, suppression, coercion, slander, etc. We are always aware of the value they add to the world and our institution, and support their presence.



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WOMEN'S RIGHTS AND GENDER EQUALITY POLICY

We attach importance to gender equality in our business.

- We ensure the health, safety, and welfare of all our employees without distinguishing gender.
- We support women's participation in the workforce across all our departments, offering equal opportunities.
- We act with the policy of "equal pay for equal work" without making gender discrimination.
- We make task distribution by observing the equality principle.
- We provide the necessary environment for utilizing career opportunities at an equal level.
- We create training policies, supporting the participation of women and the increase of awareness.
- We create a working environment and practices protecting the work-family life balance.
- We provide support for women to be in company management, offering equal opportunities.
- We never permit women to be exposed to situations like exploitation, harassment, discrimination, suppression, coercion, slander, etc. We are always aware of the value they add to Armonia Holiday Village & Spa Hotel and support their presence.

OUR GUEST RELATIONS POLICY

With the experience of our institution and the awareness of the responsibility we have loaded to provide the most beautiful service to our guests, we target customer satisfaction, and on this path leading to the target, we plan to make effectiveness in this direction permanent by adopting a clean and healthy quality understanding together with all our employees and managers. Our guests are our reason for being. We believe we can increase our competitiveness by ensuring guest satisfaction, and thanks to this, reach much better places in the markets we take part in.

Following the complaints of our guests, informing our guests regarding the topic, and resolving them to transform complaints into opportunities is our primary duty. Detecting the expectations and needs of our guests in advance, analyzing them, it is to provide the maximum level of satisfaction of our guests through corrective activities. We know our guests' thoughts as opportunities to develop ourselves, blend guest requests and expectations with our managers in the understanding of quality, and target raising guest satisfaction to the highest level by raising awareness of our personnel also in this direction.

OUR PRACTICES:

- Guest Satisfaction Surveys, Request Forms, Sustainability Survey, Face-to-Face Conversation Surveys, Forms, Collection of Social Media Data.

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HUMAN RESOURCES POLICY

In its soul, the most important resource making us who we are is our employees. With the awareness of this, topics such as social and fringe benefits, performance management, rewarding, training and career management, and employee safety of our employees are always our priority.

- **Our Human Resources Vision:** To establish a qualified human resource with high motivation, protecting and elevating the corporate image, prioritizing innovative studies, attaching importance to service, and viewing their job as a part of a whole, to give priority to local employment, and to be a pioneer in the sector and in Türkiye in integrated human resources practices with a promotion program.
- **Our Human Resources Mission:**
 - To plan and train the human resource that will realize facility goals and strategies, execute personnel work and operations at an optimum level, and possess a personnel specialized in their subject, having corporate representation capability, capable of revealing new openings in their field, and having high self-confidence.
 - To provide strategic support aimed at improving business results to all companies and departments through human resources management, creating and encouraging a high-performance culture, and contributing to value creation for all stakeholders.

Our employees know what they need to do in our management system and our policies and practices related to sustainability. What our employees need to do has been defined in writing, conveyed to them, and necessary training and direction are carried out regularly. Training on this subject is recorded.

Our employees take an active role in the development and continuous improvement of our management system and sustainability performance. In line with feedback coming from our employees, we review our system and improve it. Fair compensation: Our employees are informed about topics such as the wage they will receive, working conditions, working hours, and when they will receive their wages before starting work in our facilities.

Training and Career Management

- All of our employees can benefit from the right to education equally. In addition to legal and professional training required by the hospitality sector, periodic training programs, on-the-job training, training required by legal legislation, and guidance support related to sustainability and their work fields are provided to employees in line with our Sustainability policies and management system, including orientation training. We implement annual training plans on topics such as Occupational Health and Safety training, hygiene training for kitchen/service/massage etc. personnel, water and energy saving, chemical substance utilization rules, fire protection, first aid, etc.
- Our employees can access all of our training materials in a free and open manner.
- In career management, the promotion management of the personnel is carried out according to determined criteria through a personnel tracking system.

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- Our hotel undertakes to comply with the relevant provisions of the Labor Law No. 4857 and pays at least the minimum wage to the employee. Our hotel also undertakes compliance with the Social Insurance and General Health Insurance Law No. 5510 and the Occupational Health and Safety Law No. 6331.

Employee and Human Rights

- Ensuring the absolute satisfaction of the employees is a priority matter bearing importance. With this perspective, it is under the responsibility of the management to ensure all the comfort of the employee at the workplace—primarily their legal rights, including some benefits provided by our business as fringe benefits, working environment, psychology, and self-motivation, in short.
- Although we do not have a number of foreign national employees in our hotels, as a business addressing guests from different nationalities and serving at an international level, making distinctions such as nationality, race, language, etc., for our guests or visitors is contrary to both hospitality and our working principles. Therefore, all personnel operations of our employees who are from different countries or nationalities are also followed in accordance with legal procedures, and equal opportunities are presented to all our employees within the hotel without considering any characteristic.

Local Employment

- In our business, a performance system based primarily on local employment is available regarding employment. In recruitment, priority is made from the local people of the region.

OUR OCCUPATIONAL HEALTH AND SAFETY POLICY

With the purpose of protecting our workplace, employees, guests, and suppliers, creating a safe business environment, and ensuring continuity:

- We comply with all legal and other obligations regarding Occupational Health and Safety.
- We adopt the principle that Occupational Health and Safety and improvement activities are the common responsibility of all employees.
- We set targets for participation at every level in Risk Assessment and Risk Level Reduction activities.
- By continuously improving our Occupational Health and Safety culture, we aim to achieve the sustainable "Zero Occupational Accident" target.
- We share the studies we perform within the scope of occupational health and safety with all our employees and our environment in order to lead and set an example.

OUR RISK GROUP

Our personnel over 65 years old, Our disabled personnel, Our Minority Personnel, Our personnel with chronic illnesses, Our female employees, Our Interns.

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HUNTING POLICY

As a facility, it implements a hunting policy to protect wildlife and create a sustainable future. The hotel aims to contribute to the following through its hunting policy: Protecting natural habitats of wildlife, sustaining the generation of wildlife, improving the life quality of wildlife, and contributing to wildlife living in peace together with humans. Complying with the hotel's hunting policy will help reduce the hotel's impact on the environment and create a sustainable future.

The hotel's hunting policy includes the following:

- Hunting around the hotel is prohibited. Destroying wildlife habitats around the hotel is prohibited. Harming wild animals around the hotel is prohibited. Engaging in behaviors that will lower the life quality of wild animals around the hotel is prohibited. Complying with the hotel's hunting policy is important to protect wildlife and create a sustainable future.

WILDLIFE INTERACTION POLICY

- **Purpose:** The purpose of this policy is to manage the interactions of the Facility with wildlife and provide a safe and respectful environment for both wildlife and visitors.
- **Scope:** This policy is applicable to all employees and visitors of the Facility.
- **Obligations:** All employees are responsible for conducting their interactions with wildlife in accordance with this policy. All visitors are responsible for conducting their interactions with wildlife in accordance with this policy.
- **Guidelines:** Do not feed wildlife. Do not approach wildlife. Do not touch wildlife. Do not disturb the nests or offspring of wildlife. Be careful when taking photos with wildlife. If you encounter any problem related to wildlife, please report it to local authorities.

The Facility will try to manage its interactions with wildlife by complying with this policy and provide a safe and respectful environment for both wildlife and visitors. As a facility, we have no trade involving species whose hunting is prohibited. We do not support the hunting trade and do not perform purchases or sales as gifts-ornaments. Thank you for your understanding.

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CULTURAL SUSTAINABILITY POLICY

- **Presentation of Cultural Heritage:** Our hotel respects the intellectual property rights of local people. Authentic elements of traditional and contemporary local culture are utilized in our kitchen, design, and decoration.
- **Artifacts:** Our hotel does not purchase or sell historical and archaeological artifacts, does not mediate their trade, and does not exhibit them.
- **Promotion of Sustainable Local Gastronomy:** Our hotel prioritizes the promotion and consumption of local products. It reveals innovative and creative practices to ensure sustainability in gastronomy across all its activities.

CULTURAL AREA PROMOTION

- **The Mausoleum at Halicarnassus:** The word mausoleum comes from the name of Mausolus, the satrap of the Caria region of the Achaemenid Empire, and this ancient tomb is one of the most important historical riches of Bodrum. The history of this structure, which was 45 meters high at its time and caught eyes with its massive columns, dates back to the end of the 4th century B.C. Built in memory of the king who chose Bodrum as his home, the columns and stones remaining today from the mausoleum, which is considered one of the 7 wonders of the world, easily succeed in fascinating visitors and making them feel the former magnificence of the structure.
- **Bodrum Castle:** Also known by the name St. Peter's Castle, this famous structure was built by the Knights of St. Jean at the beginning of the 15th century. (Some of the stones used in its construction and in rebuilding works performed after sieges were taken from the Mausoleum at Halicarnassus.) To go to this impressive castle located on a high cape dominating the harbor, making a short walk towards the Bodrum marina will be sufficient. Although the probability of being captivated by the beauty of the scenery during this walk is high, it is impossible for you to miss the magnificent Bodrum Castle.
- **Bodrum Museum of Underwater Archaeology:** Accepting its visitors inside the Bodrum Castle, the Bodrum Archaeology Museum opened to visitors at the beginning of the 1960s. The history of some of the wrecks in the Bodrum Museum of Underwater Archaeology, which can be considered the largest museum in the world when important shipwrecks are concerned, dates back to hundreds of years ago. While visiting here, we definitely recommend you see the Uluburun wreck belonging to the 14th century among many trade route treasure remains that we are sure will attract your curiosity. Famous for its treasure, which also includes the gold scarab figure originating from the Egyptians and having Queen Nefertiti's name engraved on it, this wreck is one of the most exquisite pieces of the museum. At the same time, located in a region that was used as an important commercial port, you can see unique and extraordinary artifacts closely in the Bodrum Museum of Underwater Archaeology.

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- **Ottoman Shipyard Art Gallery:** The ship and boat building industry occupies a very special place in the history of Bodrum, just like every important port. The naval forces of the Ottoman Empire owed the galleon fleet they possessed in the 18th and 19th centuries significantly to this industry... The Ottoman Shipyard Art Gallery hosts its visitors in a watchtower built at its time for the purpose of warning the public against approaching pirate ships. Behind the gallery, where works of local artists are mostly exhibited and which hosts various exhibitions throughout the year, lies the Ottoman Cemetery, which also contains the tomb of the Nameless Mounted Cavalryman and the Ottoman Sailor Cafer Pasha.
- **Bodrum Antique Theatre:** Built in Greco-Roman style, inspiring admiration with its every detail, the Bodrum Antique Theatre was commissioned by King Mausolus in the 4th century B.C. Many important artists, both local and foreign, perform today in the ancient theatre with a capacity of 10,000 people, which is quite well preserved.
- **Ephesus Ancient City and Virgin Mary's House:** After the Mausoleum at Halicarnassus, if you want to add another one of the 7 wonders of the ancient world to your list of places that must be seen, you must definitely visit this fascinating ancient city located at only a two-hour driving distance from Bodrum. In Ephesus Ancient City, which is included in the UNESCO World Heritage List; the Temple of Artemis, the famous Celsus Library, very well-preserved terraced Roman period houses, a large amphitheater, and much more historical value will be waiting for you. After exiting Ephesus Ancient City, with a short journey, you can reach the historical area believed to be the house of the Virgin Mary. If you are staying at Mandarin Oriental, Bodrum, we recommend you experience the guided private tour we organize to Ephesus Ancient City, which is a world value.
- **Stratonikeia:** You can find the remains of this ancient city, whose history dates back to the 3rd century B.C., near Yatağan, at a distance of 1 kilometer from the road going from Bodrum to Yatağan. Current remains are thought to belong to the Hellenistic - Roman period. Among prominent remains are the antique theatre, the north gate of the city, the north street where columns are located, a peripteral temple, gymnasium (areas in Ancient Greece and Rome where young people could receive both physical and intellectual education), a Roman bath, and the parliament building.
- **Beçin, Milas:** Although the history of this area, which contains a castle and can be reached from Bodrum in one hour by car, dates back to the Hellenistic period, many structures seen today belong to the 14th century. Beçin, which was also visited by Ibn Battuta in 1333, is a beautiful example of early period Muslim settlements with its commercial buildings, fountains, bath, and mosques. Beçin is included in the UNESCO World Heritage Tentative List.
- **Euromos Archaeological Site:** Located on the Bafa Lake road, the history of Euromos Archaeological Site dates back to the 6th century B.C. (Archaeologists calculated the age of the temple here by utilizing pieces they found around.) During the time of Emperor Hadrian (in 100 A.D.), a temple dedicated to Zeus was built here. This structure, where 16 columns are still standing today, is one of the best-preserved classic temples of our country.

The world-famous Bodrum Peninsula; with its 3,500-year history, culture and art inherited from ancient civilizations, natural beauties, unique architecture, agricultural riches, gastronomy, climate, sea, and magnificent bays, nightlife continuing until morning, and qualified accommodation facilities in different concepts responding to all kinds of needs of visitors, is one of the corners of paradise of Türkiye.

- Fascinating human beings since ancient centuries, Bodrum harbors traces of various cultures and civilizations such as Leleg, Carian, Persian, Doric, Hellenic, Roman, Byzantine, and Ottoman from the Antiquity to the present day

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8 RULES YOU MUST CONSIDER WHEN VISITING HISTORICAL AND RELIGIOUS PLACES

Historical places are areas considered the common heritage of humanity. Historical places are among locations included in the travel plan of almost every tourist in both domestic and foreign trips. Historical places, which sometimes fascinate with their beauty and sometimes help us feel an important event to our bones, are strictly protected both by the countries where they are located and through various international organizations. However, a large part of the duty to protect historical places falls upon tourists visiting these points. If we want these cultural heritages to be transmitted to future generations without suffering harm, there are certain rules we must comply with during our visit.

1. DO NOT TAKE ANY OBJECTS FROM HISTORICAL PLACES

One of the problems encountered most frequently in historical places is that visitors take an object from that point. It is possible to run into tourists attempting to break off a piece, even if small, especially from works having architectural value. A large majority of sacred places are accepted as historical places. Taking stones or soil especially from points having historical importance like cemeteries is completely prohibited. Although many tourists say they do this to take a souvenir, this well-intentioned approach can cause irreparable damage to the historical artifact.

2. DO NOT POLLUTE THE ENVIRONMENT OF HISTORICAL PLACES

At the beginning of warnings you will see frequently in tourist trips comes the phrase "do not throw litter on the ground." The problem of throwing litter sometimes reaches unmanageable dimensions especially in historical places known as archaeological sites (ören yeri). A piece of litter thrown on the ground both causes pollution of the environment and litter like glass or paper can catch fire due to hot weather, causing the archaeological site to suffer harm and historical spaces to be destroyed.

3. DO NOT LIGHT FIRES IN HISTORICAL PLACES

Lighting a fire is highly risky in general. Lighting a fire especially at points possessing historical value puts this entire area directly at risk. That is why lighting a fire at points where almost every historical area is located has been prohibited under all conditions. Therefore, you should not light a fire around a historical area, and when you see someone lighting a fire, you should report the situation to authorities.

4. DO NOT CLIMB OBJECTS LOCATED IN HISTORICAL PLACES

At the beginning of the most favorite moments in tourist trips comes photo shooting. Countless photos are taken throughout travel to make trips immortal. With the effect of social media, we share the photos taken on our social media accounts freshly. For the sake of taking better photos, not climbing on historical artifacts or not engaging in movements that can damage these structures come at the beginning of rules that must be complied with.

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5. DO NOT TOUCH HISTORICAL ARTWORKS

Many museums and archaeological sites where historical artifacts are located are available both in Türkiye and in various parts of the world. Today, in almost many museums, historical artifacts are inside protective glass showcases. However, pieces that are not possible to be placed in glass showcases are exhibited openly in the museum. Handling or even touching these pieces may cause the texture of the historical artifact to deform. Therefore, you need to visit these artifacts without touching them.

6. DO NOT WRITE OR DRAW PICTURES ON HISTORICAL BUILDINGS AND ARTWORKS

At the beginning of reasons why many historical artifacts are damaged irreversibly comes writing and drawing pictures on artifacts and buildings. Even if some violate this rule based on religious and cultural reasons, writing and drawing pictures are completely prohibited due to the destruction it inflicts on historical artifacts. You must also comply with this rule, and when you see someone damaging historical artifacts in this way, you should report the situation to authorities.

7. BE CAREFUL WITH YOUR BAG WHEN VISITING HISTORICAL ARTWORKS LOCATED IN A NARROW AREA

One of the situations causing many historical artifacts in open-air history museums and archaeological sites to suffer harm is that bags damage these artifacts. Especially when visiting historical places, make sure your backpack does not rub against any point in narrow and crowded areas. While passing through crowded areas, your bag may cause a historical wall to be scratched from end to end or hit an object being exhibited, causing it to suffer harm.

8. VISIT IN A WAY SUITABLE FOR RELIGIOUS AND CULTURAL SENSITIVITIES

Especially when you go abroad, it is important to comply with certain sensitivities when visiting a historical point belonging to a different culture and belief. You should act respectfully especially when visiting monuments that have taken place in a traumatic way in the memories of societies. On the other hand, when visiting historical areas possessing religious importance, you need to act both respectfully and in a way suitable for the rules of that belief. For example, you are required to prefer clothing suitable for clothing rules (tesettür) in mosque and tomb visits.

We mentioned the general rules local and foreign tourists must comply with during their visits to historical tourist areas. You should also show care to comply with these rules during your tourist trips and avoid damaging historical textures. In order to transmit these world heritages, which are protected as much as possible by institutions and transmitted until today, with all their beauty to future generations, it is necessary for each individual to possess maximum awareness around a historical area, and when you see someone lighting a fire, you should report the situation to the authorities.

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MANDATORY RULES TO BE FOLLOWED IN PROTECTED AREAS

- No harm can be caused in any manner to rare, endemic, endangered or vulnerable natural plant species inside protected areas. These species cannot be collected, uprooted, and some parts cannot be cut; eggs of wild animals cannot be collected, and their nests cannot be disrupted.
 - No matter what the reason is, visitors are obliged to take back the litter they produce. No activity polluting the areas, harming the flora, and disturbing the fauna can be engaged in. Fires cannot be lit in the areas.
 - Wildlife cannot be destroyed. Business and operations causing or capable of causing environmental problems like soil, water, and air pollution, along with all kinds of interventions causing or capable of causing the features of protected areas to be lost or changed, cannot be performed. In protected areas, visitors cannot go beyond determined zones and routes (this matter is important in terms of both the protection of resource values and visitor safety).
 - Utilization and benefit conditions and levels of areas are determined by the Administration, and "carrying capacity cannot be exceeded."
 - It is envisaged to realize services and facilities directed at protection, management, research, visitor information, and guidance in protected areas in a way creating minimum negative impact in line with plans made for these areas, and they are realized with implementation plans.
-
- No activity that will affect the water regime in wetlands can be engaged in.
 - No matter for what purpose, foreign species cannot be thrown or left into wetlands, and species cannot be collected from wetlands.

These rules have been prepared in accordance with the Circular 2007/1 of the General Directorate of Nature Conservation and National Parks, and "penalties prescribed in the Environmental Law No. 2872 are applied to those acting contrary to circular provisions." In case acts prohibited in the Forestry Law No. 6831 and the Fisheries Law No. 1330 are committed at places where the National Parks Law No. 2873 is applied regarding travel agencies and other legal entities, penalties are applied by being increased one fold. Full implementation of the rules specified above bears importance in terms of sustainable hunting and wildlife management and the sustainability, effective management, protection, transmission to future generations of protected areas' resources, along with visitor safety, and the tracking and direction of visitors coming to protected areas, and being able to define visitor needs and expectations.

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FOREST FIRES AND PRECAUTIONS

A forest fire is the partial or complete burning of forests by fires arising from natural or human reasons. There are fires breaking out due to natural reasons like lightning strike, volcanic eruption, and high temperature, as well as human-induced fires originating from cigarettes, agricultural products. Burning of forests causes many harms ecologically; climate change and drought are among its principal results.

Precautions

Some of the things we need to do to protect forests against fires; glass and glass shards should not be thrown into forests. (Glass can focus sunlight. The focused light can cause grass to flame up through ignition and thereby cause the fire to occur.) Barbecue ashes should not be poured without being extinguished. Because there is a probability of grass catching fire and causing a fire. The public should be made conscious by authorized persons and environmental organizations, and seminars and conferences should be organized on this topic. We should not light a fire in the forest; if we have to light it, we should light it by placing stones around the fire in an area without grass.

Ranking of causes of forest fires breaking out due to negligence, carelessness, and natural reasons:

1. Lighting a fire in the forest without taking safety measures.
2. Leaving the lit fire without extinguishing it. Especially leaving the fire lit for barbecue without extinguishing it.
3. Throwing unextinguished cigarette butts and matches on the ground.
4. Burning unwanted weeds or field stubble (anız) in fields inside or adjacent to the forest.
5. Walking with fire in the forest for lighting at night.
6. Leaving glass and glass shards in the forest, reflection of sunlight from glass and burning grass.
7. Children playing with fire inside the forest.
8. Doing things with fire in the forest for entertainment or demonstration, lighting a fire.
9. Planting long trees like cypress at hilly places, as a result of this, the tree burning by attracting lightning, spreading of fire by leaping.
10. It occurs from bulletted weapons fired into the air.
11. Extreme temperatures and effects of climate change.

Intentional forest fires

1. Fires set to hide illegal works done inside the forest.
2. Driving away wild animals.
3. Generating income.

HUNTING GROUND AND BIODIVERSITY

Definition of Natural Environment

Türkiye is one of the countries having the richest biological diversity in terms of flora and fauna. This diversity is the result of different geography, landforms, climate, and soil structures. Therefore, Türkiye possesses a richer vegetation with 10,400 species compared to neighboring countries like Syria (3,500), Iran (7,000), or Bulgaria (3,300).

Türkiye hosts many species needing protection so that their line does not become extinct. Due to these factors, many projects ongoing in the country are available to protect these unique assets. A significant part of these projects is executed in Muğla, which possesses 14 Special Environmental Protection Areas.

Hosting 27 ancient cities, tourist places of Milas are not limited only to history. The rich nature of Milas is the reason why it has been one of the important settlements throughout history.

Bafa and Tuzla are two large lakes inside the borders of Milas. Both were previously a part of the sea and still possess salty water. This is highly valuable due to the diversity of birds visiting the region. Bafa Lake wetland is a National Protection Park. The area is a shelter for thousands of birds, and among these, the most common ones are gadwalls (gri ördek), pelicans, swans, greylag geese (gri kaz), and grey herons (gri balıkçıl).

Sırtlandağ region, located 23 km away from Milas, possesses a forest covering an area of 760 hectares and hosting endangered Aleppo pine trees (*Pinus halepensis*).

Fauna and Flora in Muğla

Gökova Special Environmental Protection Area is on the southeastern border of Muğla Province and has a Mediterranean climate. It possesses a large yachting potential with its long coastline and numerous bays. In this region, all Mediterranean vegetation types, valuable Turkish pine (*Pinus brutia*) and forest areas are located. Forest density in high quality increases on the northern shores of Gökova Gulf, at the skirts of Kiran Mountains. Gökova region and mountains around it possess a high amount of precipitation and a rich flora. A large number of wild animal species are located in the south of Gökova Gulf.

Similarly in the Fethiye region, maquis on shores and pine trees at high parts are seen.

While tree species at high regions are European black pine (*Pinus nigra*), Turkish pine (*Pinus brutia*), and cedars (*Cedrus libani*), as one approaches shores, shrubs, olive groves (*Olea europaea*), oak tree varieties (*Quercus sp.*), and citrus orchards are seen. The most important endemic species of the region is the

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oriental sweetgum tree (*Liquidambar orientalis*). In Köyceğiz Special Protection Area, the most common plant species are Turkish pine, sweetgum tree, maq

uis phrygana trees, and shrubs. Furthermore, plant species growing in wetland areas and arid lands around lakes in the Köyceğiz region are other species of the region.

Caretta caretta sea turtles, which use İztuzu beach for breeding, have received official protection status because they are in danger of extinction. Areas around the lake, canals, and forested zones bear great importance in terms of both feeding and sheltering for various animal species.

To protect *Caretta caretta* sea turtles and the area where they leave their eggs, a groundbreaking project has been developed at the mouth of Dalyan Stream and İztuzu Beach. The area is used for the beach during daytime but is left to turtles at night. Areas where eggs are left have been marked and taken under protection, and placing a beach umbrella in these nests has even been prohibited.

Not only *Caretta caretta* sea turtles but also a wide number of bird species living in sweetgum tree forests and around the lake have been taken under official protection. Common moorhen (su tavuğu), stork, heron, swallow, reed warbler (sazlık bülbülü), short-to-toe snake eagle (yılan kartalı), bee-eater (arı kuşu), gull, glossy ibis (çeltik kargası), and little egret (küçük beyaz balıkçıl) use the region as a feeding area or winter shelter.

The region possesses a biological richness where Mediterranean natural vegetation including olive trees, Turkish pines (*Pinus brutia*), Greek strawberry tree (*Arbutus andrachne*), and almond trees are located. Besides collecting naturally growing carob, sage, thyme, and laurel, the local people use bumblebees (bambus) as fertilizer in greenhouse cultivation and also benefit from wild goats (*Capra aegagrus*).

Apart from general vegetation in Datça peninsula, an endemic palm species believed to be related to the *Phoenix theophrasti* species located in Crete is available. There are also endemic sweetgum trees in the region at the same time. Datça - Bozburun peninsula has been preserved in an almost untouched manner thanks to weak infrastructure in the region. Areas remaining outside settlements are defined as Cultural and Natural Archaeological Sites. Ancient cities and archaeological structures are preserved in Datça and Bozburun, which are the largest settlements of the region. The principle of protecting forested zones, agricultural areas, palms, almonds, and olive trees has been accepted. Proposals to improve or change current transportation conditions have been evaluated with a minimalist approach, and alternative transportation options have

been rejected. Great importance is attached to the protection of vegetation varieties in danger of extinction. Considering fires destroying endemic nurseries, extreme measures to avoid such focuses gain even more importance.

Muğla's Endemic Vegetation

A significant amount of Turkish endemic species is located inside the borders of Muğla. Leading ones among Turkish endemic species are: oriental sweetgum tree (*Liquidambar orientalis*), only along Muğla coastline and around Çine stream; sage plant (*Salvia officinalis*) on coastal rocks from Muğla to İzmir; motherwort (*Leonurus cardiaca*) on Muğla and Aydın shores; and bellflower (*Campanula fruticulosa*) in and around Kuşadası and Ortaklar. At the same time, daisy (*Bellis perennis*) on Aydın shores, in Ödemiş and central Taurus Mountains; foxglove (*Digitalis sp.*) on Muğla and İzmir coastline; and knapweed (*Centaurea sp.*) are seen on Muğla Sandras Mountains. Sandras Mountains near Köyceğiz host many endemic species, and to protect this richness, the region must be taken under protection. Other endemic species located in Muğla:

- *Onopordum caricum*: A species of thistly weed growing in flat areas. It grows only in Köyceğiz, Datça, and Marmaris regions of Muğla.
- *Globularia dumulosa*: A vegetation in calcareous rocky areas.
- *Cyclamen trochopteranthum* (Öksürükotu): A weed species covering the ground after melting of snow in spring season in the region. It has various local names.
- *Campanula fruticulosa*: A plant species growing in rocky areas at high regions of mountains.
- *Sternbergia candida* (called locally as a gravel daffodil species): A plant having fragrant flowers, growing naturally only in the Fethiye region. It gives male flowers in season. In the southwest of Taurus Mountains, *Sternbergia candida* opens its flowers under the cedar tree (*Cedrus libani*) in March. It is the only white flower-yielding member of the *Sternbergia* family.
- Sweetgum tree (Sığla ağacı): This plant species is good for asthma and breathing problems. It is also used in incense making at the same time. The natural habitat for this endemic species is around river valleys and the seaside. It likes humid and warm regions in terms of season. Among soil types, it grows best in volcanic and clayey soils, sand, calcareous soil, and loose-structured places rich in nutrients.

Muğla is a monumental tree paradise where **82 registered trees** are located. Plane tree (*Platanus orientalis*), stinking juniper (andız), European black pine (*Pinus nigra*), elm (*Ulmus sp.*), black poplar (*Populus nigra*), oak (*Quercus*), oriental sweetgum tree (*Liquidambar orientalis*), palm, juniper tree, eucalyptus, carob (*Ceratonia siliqua*), acacia tree, black mulberry tree (*Morus nigra*), and mastic tree (*Pistacia lentiscus*) are examples of these trees. But most of the trees

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being protected are plane trees. While the most prominent of these is the **700-year-old black pine** in Köyceğiz Sandras Mountains, the plane tree with a diameter of 6 meters in Pınarbaşı - Bozüyük and other similar examples in Marmaris's Bayır Village are examples.

According to the International Ramsar Convention, all waters, marshy lands, and peatlands that are natural or artificial, temporary or permanent, stagnant or flowing, fresh or salty, and have a depth of less than six meters when receded, are wetlands. The following wetlands are located in Muğla Province Special Environmental Protection Areas:

- Kocagöl-Kükürtlü Lake and all small and large lakes system around it.
- A system formed at the place where Dalaman stream meets the sea, inside Fethiye-Göcek Special Environmental Protection Area and Dalaman borders.
- Yanıklar, Kargı, and Çiftlik regional systems inside Fethiye-Göcek Special Environmental Protection Area and Dalaman borders.
- Köyceğiz Lake and Dalyan canals inside Fethiye-Göcek Special Environmental Protection Area and Fethiye borders. The river in the Gökova coastline region flood (feyazan) system inside Köyceğiz - Dalyan Special Environmental Protection Area and Köyceğiz and Ortaca borders.
- Akbük streams flood system inside Gökova-Akyaka Göcek Special Environmental Protection Area and Akyaka Municipality and Akçapınar and Gökçe villages borders. Area surrounding the small village in Akbük Bay of Yerkesik, Gökova-Akyaka Göcek Special Environmental Protection Area.

TRANSPORTATION TO BODRUM AND BIKE ROTAS

How to Go to Bodrum?

Bodrum is one of the most important tourism centers of Türkiye, inside the borders of Muğla. Bodrum, the heart of the Aegean, has a peninsula-like structure consisting of many bays, surrounded by the Aegean Sea on three sides. Bodrum Peninsula, which is connected to Muğla, provides its highway connection with Milas to its east.

Where is Bodrum, How to Go?

Bodrum can be reached by airway, seaway, and highway from all four corners of Türkiye. Bodrum, which contains a bus terminal and yacht harbors within its district borders, uses the same airport as the Milas district. The nearest airport to Bodrum is Milas-Bodrum Airport, approximately 35 km away. Bodrum is located at a distance of 790 km from İstanbul, 250 km from İzmir, 715 km from Ankara, 550 km from Bursa, 1020 km from Adana, 110 km from Muğla city center, and 165 km from Marmaris.

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Because Bodrum is located at a very close distance to Greece's Kos Island, scheduled vessel voyages are made every day in the summer season. On certain days of the week, voyages are also organized to Greece's Rhodes Island. There are also regular ferry voyages to Kos from Bodrum's Turgutreis Neighborhood.

Minibus voyages are organized from the center of Bodrum, the world-famous tourism center of Türkiye, to towns like Turgutreis, Yalıkavak, Akyarlar, Türkbükü, Ortakent, Bitez, Gümüşlük, and Torba in the summer season. Bodrum is at the same time one of the centers of yacht tourism. Containing 3 marinas—Milta in the center, D Marin in Turgutreis, and Palmarina in Yalıkavak—daily boat tours are also organized from Bodrum center to bays.

Bodrum urban transportation

Bodrum Bus Terminal is located in Bodrum center. On the other hand, direct flights are available to Bodrum from many cities of our country. You can fly to Milas - Bodrum Airport, which is approximately 32 kilometers away from the center of Bodrum. Reaching the center takes 40 minutes with airport shuttles. Milas - Bodrum Airport is 39 kilometers away from Gümbet, 53 from Yalıkavak, 48 from Türkbükü, and 56 kilometers away from Gümüşlük.

Bodrum Bicycle Routes

The popular holiday resort of Muğla, Bodrum, hosts many different bicycle routes. Here are some bicycle routes in and around Bodrum:

- **Bodrum-Gümüşlük Route:** This route is approximately 20 km long and extends from Bodrum center to the beautiful shores of Gümüşlük. Gümüşlük is famous for its calm atmosphere and restaurants by the sea.
- **Bodrum-Yalıkavak Route:** This route starts from Bodrum center and reaches Yalıkavak. Being approximately 18 km long, this route offers beautiful coastal views and the popular marina of Yalıkavak.
- **Bodrum-Turgutreis Route:** This route is approximately 20 km long and extends from Bodrum center to Turgutreis. Turgutreis is known for its wide beaches and lively atmosphere.
- **Bodrum - Torba Route:** This route is approximately 8 km long and starts from Bodrum center and reaches Torba. Torba is known for its calm shores and luxury hotels.
- **Bodrum-Güvercinlik Route:** This route starts from Bodrum center and extends to Güvercinlik. This route, being approximately 22 km long, offers coastal views and the calm atmosphere of Güvercinlik.
- **Bodrum-Bitez Route:** This route starts from Bodrum center and reaches Bitez. Being approximately 8 km long, this route offers the calm beaches and beautiful nature of Bitez.

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- **Bodrum-Gündoğan Route:** This route starts from Bodrum center and reaches Gündoğan. Being approximately 14 km long, this route offers the clean beaches and natural beauties of Gündoğan.
- **Bodrum-Ortakent Route:** This route starts from Bodrum center and reaches Ortakent. Being approximately 13 km long, this route offers the wide beaches and peaceful atmosphere of Ortakent.
- **Bodrum - Konacık Route:** Starting from Bodrum center, this route extends to Konacık. Being approximately 5 km long, this route offers a short and pleasant bicycle ride.
- **Bodrum-Akyarlar Route:** This route starts from Bodrum center and reaches Akyarlar. Being approximately 21 km long, this route offers the striking beaches and clear sea of Akyarlar.
- **Bodrum-Dereköy Route:** This route starts from Bodrum center and extends to Dereköy. Being approximately 30 km long, this route offers rural views and traditional Turkish village life.
- **Bodrum-Mumcular Route:** This route starts from Bodrum center and reaches Mumcular. Being approximately 16 km long, this route offers views of forested areas and local life.
- **Bodrum - Bağla Route:** Starting from Bodrum center, this route extends to Bağla. Being approximately 25 km long, this route offers Bağla Bay, which is a calm and beautiful beach.
- **Bodrum - Çamlık Route:** This route starts from Bodrum center and reaches Çamlık. Being approximately 9 km long, this route offers views of forested areas and local life.
- **Bodrum-Yalıçiftlik Route:** This route starts from Bodrum center and reaches Yalıçiftlik. Being approximately 19 km long, this route offers coastal views and the peaceful atmosphere of Yalıçiftlik.
- **Bodrum - Kadıkalesi Route:** This route starts from Bodrum center and reaches Kadıkalesi. Being approximately 24 km long, this route offers the remains of historical Kadıkalesi and coastal views.
- **Bodrum - Karaincir Route:** Starting from Bodrum center, this route extends to Karaincir. Being approximately 22 km long, this route offers the striking beaches and clear sea of Karaincir.

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- **Bodrum - Kızılağaç Route:** This route starts from Bodrum center and extends to Kızılağaç. Being approximately 30 km long, this route offers rural views and views of local life.
- **Bodrum - Gümbet Route:** This short and popular route starts from Bodrum center and extends to Gümbet. Being approximately 3 km long, this route offers the lively beaches and nightlife of Gümbet.
- **Bodrum-Kumbahçe Route:** Starting from Bodrum center, this route extends to Kumbahçe. Being approximately 2 km long, this short route offers the beautiful beaches of Kumbahçe and views of Bodrum Castle.