

Working Capital For Namu Travel – REGIONAL Environmental and Social Action Plan (ESAP)

No.	Aspect	Action	Deliverable	Delivery Date
PS 1: Assessment and Management of Environmental and Social Risks and Impacts				
1.1	Environmental and Social Management System	1. Develop an Environmental Sustainability Strategy that identifies the sustainability aspects the Company and its stakeholders consider important.	1. Environmental Sustainability Strategy.	1. 360 days after the loan agreement is signed.
		2. Adopt the Environmental Sustainability Strategy	2. Evidence of adoption.	2. As part of the Environmental and Social Compliance Report (ESCR)
		3. Create an Environmental and Social Policy for Namu, which: (i) establishes compliance with applicable regulations in each country; (ii) reflects the Company's philosophy regarding the management of environmental and social risks and impacts; and (iii) includes objectives associated with its environmental and social (E&S) performance.	3. Environmental and Social Policy.	3. 270 days after the loan agreement is signed.
		4. Actively disseminate the policy to all levels of the Company.	4. Evidence of dissemination.	4. As part of the ESCR.
		5. Develop key performance indicators (KPIs) that provide quantitative information on the achievement and progress of the Environmental Sustainability Strategy.	5. Key Performance Indicators.	5. 270 days after the loan agreement is signed.
1.2	Organizational Capacity	1. Update the job description of the person responsible for implementing the Environmental Sustainability Strategy and reporting the E&S performance results based on the resulting KPIs from the Environmental Sustainability Strategy.	1. Job description update.	1. 270 days after the loan agreement is signed.
1.3	Compliance with Applicable Standards	1. Prepare a consolidated annual report that accounts for (i) E&S performance, using the KPIs from the Environmental Sustainability Strategy; and (ii) the status of compliance with the IDB Invest Environmental and Social Sustainability Policy	1. Consolidated Report.	1. As part of the ESCR.
1.4	Engagement of Stakeholders	1. Prepare a Communication and Stakeholder Engagement Plan, to: i) identify, get to know, and be close to stakeholders; ii) listen firsthand to the interests and expectations of stakeholders; and iii) communicate the Environmental Sustainability Strategy.	1. Communication and Stakeholder Engagement Plan.	1. 270 days after the loan agreement is signed.
		2. Implement the Communication and Stakeholder Engagement Plan.	2. Evidence of implementation.	2. As part of the ESCR.
1.5	External Grievance Mechanism	1. Develop a Grievance Mechanism to capture requests for information, complaints, and grievances, without fear of reprisals and with the option of anonymity, through the internal web portal, a dedicated email, and a postal address to receive written communications.	1. Grievance Mechanism.	1. 180 days after the loan agreement is signed.
		2. Implement the Grievance Mechanism.	2. Evidence of implementation.	2. As part of the ESCR.
		3. Prepare a Grievance Protocol that allows for: (i) how the complaint and report were captured; (ii) who made the complaint (customer, community, stakeholders); (iii) how and within what timeframe it was classified, processed, evaluated, and investigated; (iv) how it was resolved and what follow-up was given; (v) how and how long it took to	3. Grievance Protocol.	3. 120 days after the loan agreement is signed.

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		close or conclude the service process; and (vi) when applicable, how the Communication and Stakeholder Engagement Plan was adapted or improved in terms of communication and information disclosure (if applicable)..		
		4. Adopt the Grievance Protocol.	4. Evidence of adoption.	4. As part of the ESCR.
PS 2: Labor and Working Conditions				
2.1	Supply Chain	1. Update the supplier selection process to include an evaluation of compliance with labor and occupational health and safety (OHS) regulations, social and environmental responsibility, as well as the Company's ethical principles, by incorporating specific clauses in the Service Agreement specifying that the Supplier complies with (i) labor and OHS regulations in force in their country of origin, particularly the prohibition of child labor and forced labor, non-discrimination, gender equity, and ensuring safe working conditions, and (ii) environmental regulations applicable in their country of origin, in order to minimize environmental impacts, through pollution prevention and rational consumption of natural and energy resources in their operations.	1. Update of supplier selection process.	1. 180 days after the loan agreement is signed.
		2. Adopt the updated supplier selection process.	2. Evidence of adoption.	2. As part of the ESCR.