

## ENVIRONMENTAL SUSTAINABILITY & MANAGEMENT POLICY

ORGANISATION: Kokoda Track Foundation  
ACN: 103 660 948  
POLICY TITLE: Environmental Sustainability & Management Policy  
VERSION: 5.0  
STATUS: FINAL  
ALLIED POLICIES: Code of Conduct  
Risk Management Policy  
Working with Communities Policy  
Climate Change & Disaster Risk Policy  
OWNER: Senior Management  
APPROVED BY: CEO  
LAST UPDATE: 07.01.2022  
NEXT REVIEW DATE: 07.01.2023



### INTRODUCTION:

At KTF we are committed to limiting the environmental impact of our work. Climate change undermines KTF's primary goal of assisting with the sustainable development of the communities with which we work. The wellbeing of these communities is intrinsically linked to their natural environment and climate change poses disproportionate risks to the human and natural systems of these communities. Marginalised communities, be it socially, economically, culturally or politically are most vulnerable to climate change. Due to their economic status, the rural and remote communities of Papua New Guinea have limited adaptive capacity which results in increased vulnerability and exposure.

This document explains KTF's Environmental Sustainability & Management Policy and reinforces its commitment to operating in an environmentally sustainable manner across all facets of the organisation as far as reasonably and economically practicable. Through both individual and collective efforts to change our ways of working, all our people at every level of the organisation will play a role in reducing the resources we consume to help mitigate climate change and its adverse impact.

### POLICY STATEMENT:

KTF is committed to ensuring it takes a 'Do No Harm' approach in all its activities domestically and internationally to help preserve and improve Papua New Guinea's natural environment and minimise its global environmental footprint. KTF is committed to monitoring its environmental impact on the people and communities in which it works and commits to becoming a more environmentally sustainable organisation as a result of its proactiveness in environmental awareness and protection. KTF's approach to environmental sustainability is guided by ACFID's Code of Conduct.

### POLICY COMMITMENTS:

KTF is committed to reducing its impact on the environment through its office operations by:

1. Minimizing the consumption and wastage of natural resources by reducing energy consumption. All electicals to be switched off when not in use;
2. Being proactive in minimising our production of waste and reusing or recycling materials including but not limited to; paper, cardboard, glass and plastics;
3. Minimising the environmental impact of travel and promoting the use of environmentally friendly forms of travel, alongside increasing usage of ways of delivering our work sustainably such as online platforms like Zoom;
4. Ensuring that environmental sustainability is taken into consideration when purchasing products and services and develop supply chains with suppliers who share our environmental ethos;

5. Complying with all laws, regulations and policies relevant to environmental sustainability and management;

KTF is committed to reducing its impact on the environment through its programs/projects by:

1. Comply with all laws, regulations and policies in the project's jurisdictions;
2. Applying KTF environmental screening assessments for all projects to identify, assess and mitigate risks pertaining to environmental impact as a consequence of the implementation of the project activity;
3. Implementation of environmental management plans for all projects that report a medium or high risk at the assessment stage;
4. Training all staff on environmental sustainability including the use of KTF's processes and procedures, including a core component on environmental sustainability and management included in all inductions and onboarding processes;
5. Raising awareness within communities and amongst partners of the importance of protecting the environment and how the natural environment can be managed to achieve sustainable livelihoods;
6. Encourage community participation in all stages of environmental management to promote their understanding of environmental sustainability;
7. Providing partners with skills and knowledge in implementing environmentally friendly activities;

#### MONITORING:

1. KTF is committed to monitoring its performance against each of the 12 policy commitments regularly.
2. KTF has appointed a central person responsible for monitoring the environmental impact of its development activities including office-based operations.
3. KTF has created a forum for discussion around environmental sustainability via the Environment, Climate and Disasters Working Group.
4. KTF will provide annual updates on its approach to environmental sustainability and management.
5. KTF will undertake periodic assessments of its own and partner's practices and compliance with this policy.
6. KTF commits to a full review of this policy annually.

END