

Royal Palms Beach Hotel, Kalutara

Annual Sustainability Assessment

For 2024/25 financial year

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ASSESSMENT DETAILS		
Property name:	Royal Palms Beach Hotel, Kalutara	
Completed by:	Ahinsa D. Karunarathne	
Job title/designation:	Sustainability Officer	
Assessment period start (month and year):	2024. 04. 01	
Assessment period end (month and year):	2025. 03. 31 (will continue the pending tasks during next financial year)	
Summary of recommended targets/goals/actions	Deadline	Resources/staff
Introduction of eco-friendly breakfast takeaway boxes and containers for guests	Apr-25	Sustainability Officer
Introduce glass water bottles in guest rooms and replace PET bottles with jar water in restaurants	Apr-25	Housekeeping Department, Stores
Implement a glass water bottling plant to reduce plastic PET bottle usage	Dec-26	Cluster Engineer, Engineer, Assistant Engineer
Transition over 70% of back-office operations to a computerised ERP system to minimise paper consumption	Dec-27	Accounts Department, Head Office, 3rd Party IT Provider
Engage more sustainably certified suppliers and increase procurement from such sources by 2%	Dec-25	F&B Cost Controller, Purchasing Manager, Sustainability Officer
Implement a properly sealed cold room to store wet garbage	Dec-25	Cluster Engineer, Engineer, Assistant Engineer
Conduct CO ₂ footprint calculation for the year 2024 to identify emission trends	Dec-25	Engineer, Assistant Engineer, Sustainability Officer
Conduct an energy audit with support from the Indian Technical Team (Plastic Free Project)	Aug-25	Cluster Engineer, Engineer, Assistant Engineer, Sustainability Officer
Replace old freezers and reimplement proper rubber beadings for public/kitchen fridges	Dec-25	Cluster Engineer, Engineer, Assistant Engineer
Establish a glass water bottling plant to replace PET bottles	Dec-26	Cluster Engineer, Engineer, Assistant Engineer
Implement a mega solar roof system to reduce the electricity bill by over 20%	Dec-26	Cluster Engineer, Engineer, Assistant Engineer

Collaborate with marine conservation organisations for beach clean-ups and guest education	Feb-25	Sustainability Officer
Create a new video to promote Kalutara eco-tourism	Feb-25	Sustainability Officer
Develop an electronic picture guide to educate guests about local flora and fauna	Aug-25	Sustainability Officer
Introduce rainwater harvesting from lobby and Block 07 roofs	Apr-25	Cluster Engineer, Engineer, Assistant Engineer
Launch guest engagement programme on water conservation (15% reduction in per-room usage)	Apr-25	Sustainability Officer
Install sensor taps / low-flow filters in Cabana washrooms (5L/min)	Dec-25	Cluster Engineer, Engineer, Assistant Engineer
Increase the number of water submeters across the premises	Dec-25	Cluster Engineer, Engineer, Assistant Engineer
Introduce portioned dishes and action cooking at salad counter/desserts to reduce food waste by 5%	Dec-25	Executive Chef
Adjust hot cooking menu based on guest preferences to reduce less popular dishes by 5%	Dec-25	Executive Chef
Educate staff on sustainable practices and monitor quality and wastage of staff meals to achieve 5% food waste reduction	Dec-25	Stewarding Manager
Provide monthly food cost % KPI figures based on occupancy forecast	Dec-25	Executive Chef, F&B Cost Controller
Collaborate with local marine conservation organisations to run regular beach clean-ups and guest education	Feb-25	Sustainability Officer
Create a new video showcasing places of interest in Kalutara to promote eco-tourism	Feb-25	Sustainability Officer
Develop an electronic picture guide educating guests about the hotel's local flora and fauna	Aug-25	Sustainability Officer
Update and expand wildlife education materials and display boards throughout the property	Dec-25	Sustainability Officer, Guest Relations
Develop and implement a staff training program on wildlife protection and responsible guest interaction	Dec-25	Human Resources, Sustainability Officer
Conduct periodic wildlife monitoring surveys on property grounds to track species presence and habitat health	Dec-26	Environmental Consultant, Sustainability Officer

Organize clean-up programs at hotel-adjacent railway and beach areas in partnership with Clean Sri Lanka project	Mar-25	Sustainability Officer
Provide opportunities for small- and medium-scale village entrepreneurs to promote eco-friendly products during key celebrations	Apr-25	Sustainability Officer
Arrange Kalutara city tours using village Tuk Tuk drivers to promote local tourism	May-25	Sustainability Officer, Animators
Organize a “Beat Plastic Pollution” awareness campaign targeting 25 schools on World Environment Day	Jun-25	Sustainability Officer
Expand CSR programmes to include skill-building workshops for vulnerable community groups	Dec-25	Sustainability Officer, HR Department
Develop a formal community feedback mechanism, including regular town hall meetings	Jun-26	Guest Relations, HR
Increase promotion of local artisans and entrepreneurs through hotel marketing channels	Mar-26	Sustainability Officer
Strengthen collaboration with local NGOs and charities for coordinated social support	Dec-26	Sustainability Officer, GM
Strengthen anti-discrimination and anti-harassment policy with updated procedures, training modules, and visible workplace guidelines	Oct-25	HR Department
Increase recruitment of women and minority groups by reassessing job descriptions and creating inclusive recruitment campaigns	Dec-25	HR Department
Continue biannual wage reviews aligned with inflation and cost of living	Ongoing (every 6 months)	HR Department, General Manager (GM)
Launch anonymous feedback mechanism for reporting discrimination, wage grievances, or harassment	Nov-25	HR Department
Conduct quarterly audits of wages, working hours, and leave records to ensure compliance with labour laws and ILO standards	Ongoing (quarterly)	HR Department, Internal Audit Team
Increase staff recruitment from within a 25 km ² radius by 2% to promote local employment and inclusiveness	Dec-25	HR Manager
Implement comprehensive Outbound Training (OBT) and development programme to empower staff and promote equal growth	Aug-25	HR Manager
Establish or update HR policies to ensure equality, equity, and anti-discrimination in hiring, promotion, and workplace conduct	Apr-25	HR Department
Conduct biannual reviews of staff wages and benefits aligned with inflation and cost of living	Apr-25	HR Department, Heads of

		Departments (HODs), GM
Organise free health and eye care camp (including spectacles with payment options) for all staff	Jul-25	HR Department
Conduct staff training sessions on animal welfare and ethical wildlife practices, coordinated by Green Team	Nov-25	HR Department, Sustainability Officer, Green Team
SENIOR MANAGER APPROVAL OF COMPLETED ASSESSMENT		
I have fully reviewed the contents of this document and warrant that, to the best of my knowledge, an accurate annual sustainability assessment of our business has been carried out.		
Signature	Date	
	03. 07. 2025	
First and last name	Job title	
Ravi Kurukulasooriya	General Manager, Royal Palms Beach Hotel, Kalutara	
Signature	Date	
	12. 09. 2025	
First and last name	Job title	
Ahinsa D. Karunarathne	Sustainability Officer, Royal Palms Beach Hotel, Kalutara	

A PROCUREMENT, RECRUITMENT AND GENERAL OPERATIONS		☑☒
A1	<p>Do we know approximately what percentage of the products we purchase have a sustainability certification? If that percentage is low, is there anything we can do to increase it?</p> <p>For example, switching to MSC-certified seafood, Rainforest Alliance coffee, fair trade sugar, FSC toilet paper, etc.</p> <p>Suggested to purchase more eco label/ any other green label certified products when available at all.</p>	Yes Approximately
A2	<p>Can we do more to procure items that use sustainable production methods?</p> <p>For example, looking for reputable sustainability labels, letting contracted suppliers know that this issue is important to us.</p> <p>Suggested to purchase eco label certified products when available at all, and can find more alternatives, can do site visits to the suppliers working areas.</p>	Yes
A3	<p>Do we know approximately what percentage of our purchasing is from locally owned and operated businesses? If that percentage is low, is there anything we can do to increase it?</p> <p>Promote “locally sourced” food and products in menus and guest materials to reinforce the hotel’s commitment to the community.</p>	65% Yes
A4	Do we ensure we do not procure any items containing the ingredients/components listed on the Travelife list of Unacceptable and Discouraged Practices in Appendix I of the Travelife Certification Requirements?	Yes
A5	Do we ensure we do not engage in any of the activities listed on the Travelife List of Unacceptable and Discouraged Practices in Appendix I of the Travelife Certification Requirements?	Yes
A6	<p>Do we know approximately what percentage of our total staff are from the local area? If this percentage is low, can we provide more opportunities for locals?</p> <p>For example, providing free training, providing paid internships/apprenticeships, rethinking recruitment methods and role prerequisites.</p> <p>Give priority to recruit people from 25km2 area</p>	Approximately Yes
A7	<p>Do we know approximately what percentage of our management positions are filled by people from the local area? If this percentage is low, can we improve management opportunities for local people?</p> <p>For example, training and mentoring programmes.</p>	Yes
A8	<p>Is any aspect of our procurement contributing to the destruction of wildlife or their habitats?</p> <p>For example, products that are known to cause deforestation, depletion of fish species or contamination of habitats.</p>	No
A9	<p>Do we have contracts with any high-risk suppliers in terms of labour exploitation, such as laundries or farms that traditionally employ low-skilled labour? If so, are we confident that they not engaged with any form of human exploitation and abuse? If not, what actions can we take?</p> <p>If report any such cases asking to see their human rights and labour policy, looking for an alternative supplier, making sure all our staff are fully trained about how to identify and report signs of human exploitation.</p>	No
Comments/ideas		
<p>Comments: Procurement, Recruitment and General Operations</p> <p><input checked="" type="checkbox"/> Sustainable Purchasing Practices Established</p> <p>The hotel demonstrates a strong commitment to environmentally friendly purchasing, evident in the widespread use of eco-labelled and ethical products such as biodegradable containers, refillable amenities, and metal key cards.</p> <p><input type="checkbox"/> Sustainability Certifications – Opportunity for Growth</p> <p>While currently green certified products in Sri Lanka is a notable low percentage of products have sustainability certifications, However we should try to increase of purchasing more from sustainability certified companies.</p> <p>Ex: MSC-certified seafood, Rainforest Alliance coffee, FSC-certified paper products, Eco Labal and Fair-Trade goods.</p>		

Supplier Engagement and Verification

To strengthen sustainable procurement, the hotel should conduct more site visits and encourage contracted suppliers to adopt or prove sustainability practices. Communicating sustainability expectations formally can ensure greater alignment.

Local Procurement Achievements

Approximately 65% of purchases are from locally owned and operated businesses, supporting the regional economy. Further visibility can be gained by promoting local products in guest menus and materials.

Compliance with Travelife Standards

The hotel adheres to Travelife's list of unacceptable and discouraged procurement practices, ensuring environmentally and socially responsible sourcing.

Local Employment Prioritised

A commendable percentage of staff—especially within a 25 km² radius—are recruited locally, reflecting the hotel's support for community livelihood.

Local Leadership Development

Local representation in management roles is present and can be further enhanced through targeted training and mentoring programmes to build leadership capacity from within the community.

No Harmful Procurement Detected

Procurement practices do not contribute to wildlife destruction or ecosystem damage, as per internal assessments.

Human Rights Compliance in Supply Chain

There are no known contracts with high-risk suppliers, and vigilance is maintained to avoid labour exploitation. Staff are encouraged to report violations and verify supplier compliance with ethical labour standards.

Improvements, actions and goals	Deadline	Person/department
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Implement a glass water bottling plant to reduce plastic PET bottle usage and promote eco-friendly alternatives	Dec-26	Cluster Engineer, Engineer, Assistant Engineer
Transition over 70% of hotel's back-office operations to a computerised system and ERP solution to reduce paper consumption	Dec-27	Accounts Department, Head Office, 3rd Party IT Provider
Identify and engage more sustainably certified suppliers and increase procurement from such sources by 2%	Dec-25	F&B Cost Controller, Purchasing Manager, Sustainability Officer

B EMISSIONS AND BIODIVERSITY		
B1	GREENHOUSE GAS EMISSIONS	<input checked="" type="checkbox"/> <input type="checkbox"/>
B1.1	Do we understand which areas of our operation use the most energy and water?	Yes
B1.2	Are there any ways we can reduce our use of non-renewable energy/fuel? <i>switching to an electricity supplier that uses renewable energy, installing solar panels.</i>	yes
B1.3	Are there any other ways we can improve energy efficiency? <i>better use of technology, changing procedures so less energy is used, better staff or guest engagement.</i>	Yes
B1.4	Are there any ways we can improve water efficiency? <i>purchasing more efficient equipment.</i>	Yes
B1.5	Do we understand which areas of our operation produce the most waste?	Yes
B1.6	Are there ways to reduce the total amount of waste we dispose of? For example, improving purchasing or stock control procedures, ordering items that have less packaging.	Yes
B1.7	Are there any ways we can divert more waste away from landfill or incineration? <i>Composting garden waste, recycling, finding ways to reuse items. Already doing.</i>	Yes
B1.8	Are we taking steps to minimise food waste? <i>Ensuring older food is used first, avoiding the use of food to decorate buffets or plates, controlling portion sizes.</i>	Yes
B1.9	Are there any other ways we can lower emissions and/or pollution from energy, water and waste? <i>reducing food waste, switching plastic items to paper items, more solar projects</i>	Yes
B1.10	Are there ways we can reduce emissions from our purchase of animal products? <i>looking for local suppliers that use more sustainable production methods.</i>	Yes
B1.11	Are there any other ways we could reduce our greenhouse gas emissions? For example, changing business travel policies, better guest or staff engagement, reviewing employee transport options.	Yes
Comments/ideas		
<p><input checked="" type="checkbox"/> Energy Hotspots Identified and Managed The hotel has a strong understanding of its energy and water usage, with consumption monitored through sub-meters and regular audits. Key areas such as guest rooms, kitchen, and laundry are already optimised for efficiency.</p> <p><input type="checkbox"/> Renewable Energy Integration in Progress Royal Palms Beach Hotel has implemented solar garden lighting, solar hot water systems, and air-to-air heat pumps. There is further opportunity to expand rooftop solar and consider purchasing electricity from renewable energy suppliers.</p> <p><input type="checkbox"/> Strong Energy Efficiency Measures in Place With over 95% of lighting converted to LEDs, passive architectural design, motion sensors, and key card systems in rooms, the hotel has significantly reduced energy usage. Future improvements could include smart HVAC systems and AI-powered energy controls.</p> <p><input type="checkbox"/> Advanced Water Efficiency Practices All guest rooms use low-flow fittings, dual-flush systems, and sensor taps. Rainwater harvesting and daily sub-meter monitoring strengthen water conservation efforts. Adding greywater reuse and smart irrigation could offer added benefits.</p> <p><input type="checkbox"/> Comprehensive Waste Mapping and Management The hotel fully understands its waste generation patterns and manages over 80% of waste effectively. The Green Bank facilitates segregation into 20+ categories, with strong recycling partnerships in place.</p>		

Effective Waste Minimisation Strategies

Bulk purchasing, reusable containers, and biodegradable materials are widely used. Further improvements can come from integrating inventory control systems to prevent over-purchasing and excess packaging.

High Diversion Rate from Landfill

Composting of garden waste, repurposing food waste for piggery use, and responsible e-waste recycling significantly reduce landfill dependency. Expansion into food scrap composting and upcycling initiatives can further support circularity.

Food Waste Actively Reduced

Food waste is managed through portion control, HACCP and ISO 22000 practices, and avoidance of decorative wastage. Continued staff training and use of smart kitchen tools could optimise these efforts further.

Emission Reduction via Material Substitution

Plastic items have been replaced with biodegradable and paper alternatives across many operations, while digital systems reduce paper use. Future focus could include expanding solar projects and reducing chemical use through automation.

Sustainable Sourcing of Animal Products

The hotel promotes the purchase of animal products mainly from local suppliers with ethical production practices. This can be enhanced by seeking sustainability certifications from those vendors.

Additional Emission Reduction Opportunities

Reviewing staff travel policies, encouraging low-emission commuting, reducing business travel, and increasing guest education around sustainable practices could further lower the hotel's carbon footprint.

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Implement a properly sealed cold room to store wet garbage	Dec-25	Cluster Engineer, Engineer, Assistant Engineer
Conduct CO ₂ footprint calculation for the year 2024 to identify emission trends	Dec-25	Engineer, Assistant Engineer, Sustainability Officer
Conduct an energy audit with Indian Technical Team (Plastic Free Project) support	Aug-25	Cluster Engineer, Engineer, Assistant Engineer, Sustainability Officer
Replace old freezers and reimplement proper rubber beadings for public/kitchen fridges	Dec-25	Cluster Engineer, Engineer, Assistant Engineer
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Implement Mega solar roof system to reduce electricity bill by over 20%	Dec-26	Cluster Engineer, Engineer, Assistant Engineer
Collaborate with marine conservation organisations for regular beach clean-ups and guest education	Feb-25	Sustainability Officer
Create a new video to promote Kalutara eco-tourism	Feb-25	Sustainability Officer

Develop an electronic picture guide to educate guests about local flora and fauna	Aug-25	Sustainability Officer
Introduce rainwater harvesting from lobby and Block 07 roofs	Apr-25	Cluster Engineer, Engineer, Assistant Engineer
Launch guest engagement programme on water conservation to reduce usage per room by 15%	Apr-25	Sustainability Officer
Install sensor taps / low-flow filters in Cabana washrooms (5L/min)	Dec-25	Cluster Engineer, Engineer, Assistant Engineer
Increase the number of water submeters across the premises	Dec-25	Cluster Engineer, Engineer, Assistant Engineer

B2	POLLUTION	<input checked="" type="checkbox"/> <input type="checkbox"/>
B2.1	Are there ways to eliminate or reduce our use of single-use plastics that still meet our health and safety requirements? For example, straws, plastic water bottles, individually plastic-wrapped items such as confectionery or guest slippers.	Yes
B2.2	Are there ways to reduce the use of unnecessary packaging when we buy products, or to ask for packaging that has better environmental impacts? We are avoiding items that are individually wrapped in plastic, asking suppliers to use shredded recycled paper as packaging instead of foam or other plastics.	Yes
B2.3	Can we do more to ensure the waste we cannot eliminate, reduce or reuse can be recycled? Finding different waste contractors, asking suppliers to recycle packaging, improving signage and staff training.	Yes
B2.4	For the waste we cannot reuse or recycle, are there ways that we can reduce any negative environmental impacts? composting garden waste instead of sending it to landfill, finding alternative materials that biodegrade quickly and safely.	Yes
B2.5	Do we properly contain waste in the areas it is collected and stored at our property so that it does not create litter or otherwise harm biodiversity? covers for outdoor bins, preventing animals from accessing food waste.	Yes
B2.6	Does waste get disposed of in a way that minimises emissions, pollution, contamination and harm to humans?	Yes
B2.7	Is there any risk that leaks or spills of environmentally hazardous substances could contaminate water supplies or soil, pollute natural areas or harm biodiversity? storage areas are well contained with secure and adequate containers for each type of substance.	No
B2.8	Are there less harmful alternatives to the environmentally hazardous substances we currently use that still meet our health and safety requirements? For example, cleaning products, paints, glues, swimming pool cleaning, pesticides.	Yes
B2.9	Are there ways we can reduce or better control the use of environmentally hazardous substances in the areas of our operations that use them the most? ensure the correct dosage of laundry or pool cleaning chemicals.	yes
Comments/ideas		
<input checked="" type="checkbox"/> Significant Reduction in Single-Use Plastics Royal Palms Beach Hotel has successfully eliminated single-use plastics from guest rooms, restaurants, and meeting areas by adopting eco-friendly alternatives such as bamboo and paper straws, ceramic		

refillable bottles, and compostable takeaway packaging. These initiatives maintain guest safety and comfort while greatly reducing plastic waste.

Packaging Improvements and Supplier Collaboration

The hotel proactively avoids individually plastic-wrapped items and works closely with suppliers to replace plastic packaging with shredded recycled paper. Further opportunities exist to engage suppliers to minimise unnecessary packaging and encourage bulk or returnable packaging solutions.

Enhanced Recycling and Waste Segregation Efforts

Efforts to improve recycling include staff training, clear signage, and collaboration with multiple waste contractors. These steps are critical for maximising waste diversion from landfill and increasing recycling rates.

Waste Containment and Environmental Protection

Proper containment of waste with covered outdoor bins protects local biodiversity by preventing wildlife access to food waste. Secure storage of hazardous substances eliminates risks of soil or water contamination, ensuring environmental safety.






Use and Control of Environmentally Safer Substances

The hotel uses less harmful alternatives for cleaning, pool maintenance, and pesticides while carefully controlling chemical dosages. This approach minimises environmental impact while adhering to health and safety standards.

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Introduction of eco-friendly breakfast takeaway boxes and containers to guests	Apr-25	Sustainability Officer
Introduce glass water bottles as complementary water to guest rooms and use jar water instead of PET bottles in restaurants	Apr-25	Housekeeping Department, Stores
Implement a glass water bottling plant at Royal Palms Beach Hotel to reduce plastic PET bottle usage and promote eco-friendly alternatives	Dec-26	Cluster Engineer, Engineer, Assistant Engineer
Transition to computerized back-office system and ERP solutions: Convert over 70% of back-office operations to computerized system to reduce paper consumption and enhance efficiency	Dec-27	Accounts Department, Head Office, 3rd Party
Identify more sustainably certified suppliers and increase by 2%	Dec-25	F&B Cost Controller, Purchasing Manager, Sustainability Officer
Introduce portioned dishes and action cooking at salad counter/desserts to reduce food waste by 5%	Dec-25	Executive Chef
Adjust hot cooking menu based on guest preferences to reduce less popular dishes by 5%	Dec-25	Executive Chef

Educate staff on sustainable practices and continuously monitor quality and wastage of staff meals; achieve 5% food waste reduction	Dec-25	Stewarding Manager
Provide monthly food cost % KPI figures based on occupancy forecast	Dec-25	Executive Chef, F&B Cost Controller

B3	BIODIVERSITY IN OUR DESTINATION	<input checked="" type="checkbox"/> <input type="checkbox"/>
B3.1	Is our destination within or close to any sensitive or protected areas? Not close to any sand dunes, reefs, wetlands, natural grassland, national parks and reserves.	No
B3.2	Are there any concerns or issues specific to our destination about biodiversity and conservation?	No
B3.3	Can we do more to protect biodiversity and support conservation initiatives in our destination? educating guests and staff, volunteering	Yes
B3.4	If there are reputable biodiversity conservation organisations in our area, have we asked them about how we can help? For example, educating staff and guests, donations, volunteering in turtle hatcheries, wildlife department etc.	Yes
B3.5	Are we situated within, on or close to natural areas or natural resources? There is a river and sea close by	Yes
B3.6	Does any aspect of our operations, including the actions of our staff, guests and contractors, cause harm to biodiversity in these areas? No issues from light, noise, fumes, sunscreens that harm reefs, pathways, access roads, off-road vehicles/biking, removing soil, water or vegetation, litter.	No
B3.7	Are there any plant species on or close to our property that are known to be invasive or harmful to biodiversity in our location? If so, what can we do to eliminate or control these? Tip: You should be able to find out about invasive species from a municipal authority or botanical society/organisation. Click here for a Wikipedia page providing information about global lists of invasive plant species.	No
B3.8	Can we introduce any vegetation to our grounds that would reduce our use of irrigation water, harmful pesticides or fertilisers? Can introduce some pest replant flowering plants	Yes
B3.9	Does the vegetation on our grounds support local biodiversity? If not, could we introduce plants and trees that do a better job of supporting this? Our grounds support with plants that attract bees, birds and butterflies, vegetation that prevents erosion, use of native species.	Yes
B3.10	Are there problems in our region with water availability or water quality that we could be contributing to? If so, are there ways that we can minimise our impacts? We are not in a dry/desert region, our region is not experiencing a drought or people don't have problems with accessing safe drinking water.	No
B3.11	Is all of our water sourcing and disposal handled by a local authority? If not, could the way we source water and/or dispose of wastewater cause contamination, erosion or disruption to natural water flows? own water directly from a natural water source from a well disposal handled by a local authority via STP	Yes
B3.12	Do we source our own water directly from a natural water source (e.g. a well or borehole)? If so, have we formally assessed water risk in our region and looked for ways to manage and conserve our water use so that we are not harming people or biodiversity? We are basically dependent on well water. As we are in wet zone there is no water risk in your area and we are not negatively affecting the availability of water for people and wildlife.	Yes

B3.13	Have we identified any negative impacts of our operations on local biodiversity and ecosystems? If so, how can we minimise, correct or remedy these impacts?	No
Comments/ideas		
<p><input checked="" type="checkbox"/> Active Promotion of Local Wildlife and Habitat Protection The property fosters a harmonious environment with free-roaming wildlife such as birds and squirrels, enriching the guest experience while prioritizing their welfare. Informative boards, educational materials, and regular habitat cleaning campaigns demonstrate strong commitment to protecting these natural inhabitants.</p> <p> Native Vegetation and Conservation Engagement Ongoing efforts to plant native species, organize tree-planting events, and support conservation initiatives contribute positively to local biodiversity. These actions, combined with guest education and staff training, enhance awareness and community involvement.</p> <p> Guest and Staff Education Programs The hotel's educational initiatives, including a guided nature cycle tour, display of floral species, and marine conservation activities such as beach clean-ups, effectively raise awareness and encourage responsible behaviour among guests and staff alike.</p> <p> Responsible Tourism Practices Beyond the Property Although not located near sensitive or protected natural areas, the hotel proactively ensures that off-site guest activities do not negatively impact local biodiversity. Collaboration with reputable conservation organisations and volunteering in local projects further strengthen this commitment.</p> <p> Sustainable Water Use and Management The property responsibly sources water from a well with no negative impact on local water availability or quality. Wastewater is managed through local treatment plants, ensuring no harm to nearby river or marine ecosystems.</p> <p> Opportunities for Further Biodiversity Support The introduction of pest-repellent flowering plants and continued use of native species that attract pollinators supports ecosystem health and reduces reliance on irrigation and chemicals. Continued monitoring and engagement with local authorities on invasive species and biodiversity protection can further enhance efforts.</p>		
Improvements, actions and goals		Deadline
Collaborate with local marine conservation organizations to initiate regular beach clean-up events and educate guests about marine biodiversity		Feb-25
Create a new video about places of interest in Kalutara to promote eco-tourism		Feb-25
Develop an e-picture guide to educate guests about the hotel's local flora and fauna		Aug-25
		Person/department
		Sustainability Officer
		Sustainability Officer
		Sustainability Officer

B4	WILDLIFE CONSERVATION	<input checked="" type="checkbox"/> <input checked="" type="checkbox"/>
B4.1	Are there any free-roaming wildlife at or near our property that staff, guests and other people at our property could interact with, including petting, feeding or any other form of direct human contact?	Yes

	Although we can find some free-ranging birds, squirrels, and ground squirrels in our gardens, we have informed our visitors through display boards not to disturb/feed our wildlife.	
B4.2	Do the off-site activities of our guests have any potential to harm free-roaming wildlife? We do not promote any, disrupting breeding grounds, littering, feeding, inappropriate behaviour, disrupting migration patterns, harming natural habitats.	No
B4.3	Could our actions and those of our staff, guests and any other visitors to our property be harming wildlife and their habitats? We did not allow, disrupting breeding grounds, preventing access to their natural food or water sources, habitat encroachment, disrupting natural behaviours.	No
B4.4	If we answered yes to any of these questions, do we inform guests, staff and other visitors to our site about how to behave responsibly around free-roaming wildlife and their natural habitats? Via travel tips and display boards in gardens	Yes
B4.5	Are we carrying out, or shortly planning to carry out, any building or development work that could harm wildlife or their habitats?	No
B4.6	Do we have access to the IUCN (International Union for Conservation of Nature) Red List of Threatened Species ? If not, do we know how to find out what species are currently endangered?	Yes
B4.7	Are we confident that we do not sell, trade, display or in any other way engage with the harm or destruction of any species contained on the IUCN (International Union for Conservation of Nature) Red List of Threatened Species ?	Yes
B4.8	Do we collect any species directly from the wild to use in any aspect of our operation? If so, could this be harming local ecosystems or wildlife?	No
B4.9	Are there specific concerns in our destination about wildlife conservation and animal welfare? If so, are there any reputable animal welfare or wildlife conservation organisations that we could engage with in terms of how to help with these concerns? For example, poaching, loss of natural habitat, disruption of breeding grounds, stray animals, mistreatment of working animals.	No

Comments/ideas

- ☒ Presence of Free-Roaming Wildlife with Responsible Interaction
The property supports local free-ranging wildlife such as birds and squirrels while actively discouraging direct human contact like feeding or petting through informative display boards. This helps protect natural behaviours and habitats.
- ☐ No Negative Impact from Off-Site Guest Activities
Guest activities outside the property are carefully managed to avoid disturbing breeding grounds, migration patterns, or natural habitats, ensuring no harm to local wildlife.
- ☒ Staff and Visitor Conduct Protects Wildlife
Operational policies and staff training prevent actions that could disrupt or harm wildlife, including habitat encroachment and interference with food or water sources.
- ☒ Effective Communication and Guest Education
Guests, staff, and visitors are informed about responsible behaviour around wildlife and natural habitats through travel tips and garden display boards, fostering respect and awareness.
- ☒ No Development Threats to Wildlife
No current or planned building or development works threaten local wildlife or habitats, maintaining environmental stability.
- ☒ Awareness and Compliance with Conservation Standards
The hotel accesses the IUCN Red List to ensure no involvement with endangered species and refrains from collecting wildlife for operational use, safeguarding biodiversity.

Opportunities for Future Engagement Although no immediate destination-specific wildlife conservation concerns are identified, the hotel could explore partnerships with regional animal welfare or conservation organisations to strengthen community conservation efforts and increase guest engagement through volunteering or awareness programs.		
Improvements, actions and goals	Deadline	Person/department
Update and expand wildlife education materials and display boards throughout the property	Dec-25	Sustainability Officer, Guest Relations
Develop and implement a staff training program focused on wildlife protection and responsible guest interaction	Dec-25	Human Resources, Sustainability Officer
Conduct periodic wildlife monitoring surveys on property grounds to track species presence and habitat health	Dec-26	Environmental Consultant, Sustainability Officer

C HUMAN RIGHTS AND COMMUNITY		
C1	COMMUNITY ENGAGEMENT AND SUPPORT	<input checked="" type="checkbox"/> <input type="checkbox"/>
C1.1	Have we identified any vulnerable groups of people in our community? For example, people experiencing poverty, unsupervised children, ethnic or social minorities.	Yes
C1.2	Do our guests or staff interact with any of these people? If so, is there anything we can do to better protect and support these people? We supporting a relevant charity as long term and short term CSR programmes with guests and staff.	Yes
C1.3	Do we support our community with any specific social or economic issues they are facing? We do fundraising, donating time, providing expertise, involving staff or guests.	Yes
C1.4	Could we do more to encourage and support local entrepreneurs and artists? We provide a retail space for local arts, crafts and produce, doing more to promote local businesses to guests, providing free support and guidance to new business owners wanting to attract tourists as customers.	Yes
C1.5	Are we doing anything that negatively affects the day-to-day life of people in our community? If so, how could we improve? NA	No
C1.6	Are people in our community able to learn about our operations and easily give us feedback about how it affects them? We offer onsite training programmes on request, people can see us via our website, Facebook etc. For example, there are guest feed back forms, or online review pages can use to give feedbacks.	Yes
C1.7	Do we make sure we are updated and informed about the issues affecting our community? Attending community meetings, joining community groups	Yes
Comments/ideas		
<input checked="" type="checkbox"/> Identification and Support of Vulnerable Groups The hotel has effectively identified vulnerable groups within the community and actively supports them through both long-term and short-term CSR programmes involving guests and staff. This commitment demonstrates social responsibility and strengthens community ties.		
Strong Community Support through Fundraising and Volunteering		

Fundraising activities, donations of time and expertise, and active involvement of staff and guests address key social and economic challenges faced by the community, fostering positive local impact.

Promotion of Local Entrepreneurs and Artists

Providing retail space for local arts, crafts, and produce supports local businesses directly. Expanding promotional efforts and offering guidance to new entrepreneurs helps enhance their visibility among tourists and supports sustainable economic growth.




Open Channels for Community Feedback and Learning

Training programmes on request, accessible communication through digital platforms, and feedback mechanisms such as guest forms and online reviews ensure the community can learn about hotel operations and provide input on their impacts.

Ongoing Community Engagement

Active participation in community meetings and groups keeps the hotel informed of local issues, enabling timely and relevant responses to community needs.

Improvements, actions and goals	Deadline	Person/department
Expand CSR programmes to include skill-building workshops for vulnerable community groups	Dec-25	Sustainability Officer, HR Department
Increase promotion of local artisans and entrepreneurs through hotel marketing channels	Mar-26	Marketing Department, Retail Manager
Develop a formal community feedback mechanism, including regular town hall meetings	Jun-26	Guest Relations, Community Liaison Officer
Strengthen collaboration with local NGOs and charities for coordinated social support	Dec-26	Sustainability Officer, Corporate Affairs
Organize clean-up programs at hotel adjacent railway and beach areas with Clean Sri Lanka project	Mar-25	Sustainability Officer
Provide opportunities for small- and medium-scale village entrepreneurs to promote eco-friendly products during key celebrations	Apr-25	Sustainability Officer
Arrange Kalutara city tours using village Tuk Tuk drivers to promote local tourism	May-25	Sustainability Officer, Animators
Organize a "Beat Plastic Pollution" awareness campaign targeting 25 schools on World Environment Day	Jun-25	Sustainability Officer

C2	TREATING PEOPLE FAIRLY	<input checked="" type="checkbox"/> <input type="checkbox"/>
C2.1	Have we identified the people in our destination that are most likely to experience discrimination and exploitation, either by ourselves, our suppliers or our guests? For example, women, minority religious or ethnic groups, refugees, migrants. No such major issues	Yes
C2.2	Are there any actions we can take to prevent discrimination against these groups by ourselves, our suppliers or our guests? <i>We offer equal worshipping facility to all religions work in hotel, follow anti-discrimination policy, warning boards to guests etc.</i>	Yes
C2.3	Do we know the approximate percentage of our total staff that are from these groups? Can we increase this percentage? <i>To increase the female carder rethinking recruitment methods and role prerequisites.</i>	Yes
C2.4	Do we know the approximate percentage of our management positions that are filled by people from these groups? Can we increase this percentage? <i>Even as a HOD females can have the opportunity to apply</i>	Yes
C2.5	Are we confident that all decisions about pay, working conditions, benefits, promotions and opportunities are based on an individual's skills and experience only?	Yes
C2.6	Have we reviewed the wages we pay against inflation and the cost of living in the past 12 months? Are we paying people fairly?	Yes
C2.7	Have we have adjusted wages to keep pace with any inflation and/or increase in the cost of living over the past 12 months?	Yes
C2.8	Have we checked our records to ensure that we are meeting labour laws relating to wages, maximum working hours, time off and overtime? Tip: If you are in a country that lacks legislation that protects workers adequately in these areas, you should ensure that, as a minimum, you are complying with ILO's (International Labour Organisation) International Labour Standards and the articles contained in the UN Declaration of Human Rights . For example, if your country does not provide minimum wage laws for migrant workers, you will be expected to comply with ILO guidelines regarding minimum wages .	Yes
Comments/ideas		
<p><input checked="" type="checkbox"/> Strong Commitment to Non-Discrimination and Inclusivity Royal Palms Beach Hotel upholds fundamental human rights by maintaining policies against discrimination, harassment, and exploitation. Equal worship facilities and clear anti-discrimination policies contribute to an inclusive environment for all staff and guests.</p> <p> Focus on Diversity and Equal Opportunity Efforts to increase representation of women and minority groups within both general staff and management positions demonstrate proactive diversity and inclusion strategies. Revisiting recruitment methods and role prerequisites can further enhance this balance.</p> <p> Fair Compensation and Compliance with Labour Laws The hotel ensures that pay, working conditions, and promotions are merit-based, aligned with skills and experience. Wages are regularly reviewed and adjusted to reflect inflation and cost of living, confirming compliance with national labour laws and International Labour Organisation standards.</p> <p> Ongoing Monitoring and Awareness Continued vigilance through record checks and adherence to National labour standards ensures protection of workers' rights. Education and awareness campaigns foster a respectful and tolerant workplace culture.</p>		

Improvements, actions and goals	Deadline	Person/department
Strengthen the hotel's anti-discrimination and anti-harassment policy with updated procedures, staff training modules, and visible workplace guidelines	Oct-25	HR Department
Increase the recruitment of women and minority groups into both general and management positions by reassessing job descriptions and creating inclusive recruitment campaigns	Dec-25	HR Department
Continue biannual wage reviews in alignment with inflation and cost of living trends to ensure fair and equitable compensation across all staff levels	Ongoing (every 6 months)	HR Department, GM
Launch an anonymous feedback mechanism to report discrimination, wage grievances, or harassment, ensuring privacy and protection for complainants	Nov-25	HR Department
Conduct quarterly audits of wage, working hour, and leave records to ensure full compliance with national labour laws and ILO standards	Ongoing (quarterly)	HR Department, Internal Audit Team
Increase staff recruitment from within a 25 km ² radius by 2% to strengthen local employment, reduce socio-economic vulnerability, and promote community inclusiveness	Dec-25	HR Manager
Implement a comprehensive Outbound Training (OBT) and development programme to foster staff growth, empower underrepresented groups, and promote equal professional development opportunities	Aug-25	HR Manager
Establish or update HR policies to ensure equality, equity, and anti-discrimination practices in hiring, promotions, and workplace conduct	Apr-25	HR Department
Conduct biannual reviews of staff wages and benefits to ensure fair compensation aligned with inflation and cost of living, supporting economic justice and dignity at work	Apr-25	HR Department, HODs, General Manager (GM)

Organise a free health and eye care camp for all staff (including spectacles with easy payment options), supporting staff wellbeing and access to healthcare	Jul-25	HR Department
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D ANIMAL WELFARE		<input checked="" type="checkbox"/> <input type="checkbox"/>
D1	<p>Do we have any free-roaming animals that guests can interact with, including petting or feeding?</p> <p>We do not keep any captive animals on the premises. Only naturally occurring wildlife such as birds, squirrels, and land monitors can be observed in the area. Notices have been clearly displayed to inform guests not to disturb these animals.</p>	No
D2	<p>Are there any captive animals that guests could interact with, including petting, bathing, feeding or any other form of direct human contact?</p> <p>There are no any farm animals, birds, elephants etc.</p>	No
D3	<p>Are there any entertainment, attractions or activities taking place within any aspect of our operation that involve animals? Even ones that are not owned or operated by us?</p> <p>There are no zoos, performing animals, sanctuary, photos of guests with live animals, horse riding, bird feeding.</p>	No
D4	<p>If we answered yes to any of the above questions, are we complying with the Travelife Animal Welfare Requirements described in Appendix II of the Travelife Certification Requirements?</p> <p>Complying with the Travelife Animal Welfare Requirements</p>	NA
D5	<p>Do we promote, sell or in any way profit from off-site activities that involve human interactions with animals?</p> <p>Not promoting, horse riding, pack horses, elephant rides, feeding stingrays, swimming with seals or dolphins, photos holding live animals.</p>	No
D6	<p>Do we promote, sell or in any way profit from off-site activities that involve live animal shows or performing animals?</p> <p>Not showing any live aquatic shows, snake charming, performing elephants.</p>	No
D7	<p>Do we promote, sell or in any way profit from any off-site activities that involve captive animals used for entertainment or viewing?</p> <p>Not promote zoos, aquariums, sanctuaries, safari parks, petting zoos.</p>	No
D8	<p>If we answered yes to any of the questions in this section, are we engaging with any of the Travelife list of Unacceptable and Discouraged Animal Welfare Practices in Appendix I of the Travelife Certification Requirements?</p> <p>Answers all No</p>	NA
D9	<p>Do we see neglected or abused animals in our destination?</p> <p>Currently not identified/ seen any such neglected / abused animals in our hotel</p>	No
D10	<p>If we answered yes to any of the questions in this section, are there any actions we can take to better protect the welfare of animals in our care, or in our destination?</p> <p>If we found any stray animals such as cats and dogs in the hotel premises, we contact local animal welfare organisations and hand over them to look after.</p> <p>And if we found any protected animals such as damaged injured turtles from our beach areas, we contact our wild life department. And we displayed wildlife key emergency numbers in public doors.</p> <p>For example, a plan for managing stray animals, supporting a local animal welfare organisation, encouraging suppliers to have an animal welfare audit.</p>	
Comments/ideas		
<input checked="" type="checkbox"/> Ethical Approach to Animal Welfare Royal Palms Beach Hotel demonstrates a strong ethical stance by not keeping any captive animals on-site and by discouraging all forms of direct human interaction with free-roaming wildlife such as birds, squirrels, and land monitors. Clear signage and guest education support this responsible approach.		

🚫 No Promotion of Animal-Based Entertainment

The hotel does not promote, sell, or profit from any on-site or off-site activities that involve captive or performing animals, aligning with global best practices and the Travelife Animal Welfare Requirements. This includes avoiding zoos, petting farms, elephant rides, and live aquatic shows.

🌿 Responsible Wildlife Management

Although naturally occurring wildlife is present, the hotel ensures their habitats are respected and undisturbed. In case of stray or injured animals (e.g., turtles, cats, dogs), the hotel takes immediate action by contacting relevant animal welfare organisations or the Wildlife Department. Wildlife emergency contact numbers are also visibly displayed for staff and guests.

🔄 Opportunity for Further Engagement

While no current animal welfare violations have been observed, the hotel could further strengthen its practices by formalising:

Partnerships with local animal welfare NGOs for education sessions or guest engagement.

Incorporating animal welfare awareness into environmental campaigns or staff outreach under CSR.

Improvements, actions and goals	Deadline	Person/department
Conduct staff training sessions on animal welfare and ethical wildlife practices, coordinated by the Green Team	Nov-25	HR Department, Sustainability Officer, Green Team