



Environmental and Sustainability Policy 11/2025

Introduction

TropicalAstral Lda recognises that environmental responsibility is a core horizontal priority in European programmes. In addition to our Climate Change Policy, this Sustainability Policy covers our wider environmental practices, particularly in project implementation, events and travel.

1. Purpose

The purpose of this policy is to:

- Integrate environmental considerations into all TropicalAstral activities
- Align our practices with EU priorities on sustainable development
- Provide transparent guidance for staff and partners

2. Scope

This policy applies to:

- Daily office operations
- Business and project travel
- Events, trainings and mobilities
- Procurement and partnerships
- Production of digital and physical materials

3. Sustainable travel

- For national and short-distance international trips, we will favour train or bus travel where feasible.
- Flights will be combined and reduced where possible (e.g. back-to-back meetings, online alternatives).
- Online meetings will be used whenever they can effectively replace physical travel.
- When organising mobilities, we will encourage participants to choose lower-carbon transport options and communicate this clearly in project information.

4. Green events and trainings

- We will seek venues that are accessible by public transport and that follow sustainable practices.
- Printed materials will be kept to a minimum; digital materials will be preferred.
- Where printing is necessary, we will use recycled or sustainably sourced paper and avoid unnecessary colour printing.
- Catering will, where possible, include vegetarian/vegan options and local or seasonal products and minimise single-use plastics.

5. Procurement and suppliers

- Environmental impact will be considered when choosing suppliers (e.g. hosting providers, printing companies, event venues).
- We will favour services and products that demonstrate sustainable practices, such as energy-efficient technology and eco-labels.



6. Digital sustainability

- We will store and share files efficiently, avoiding unnecessary duplication and very large attachments when not needed.
- Servers and digital tools will be chosen with attention to energy efficiency and data security.

7. Awareness and involvement

- Staff, trainers and project partners will be informed about our sustainability commitments.
- In relevant projects, learners and participants will be encouraged to reflect on their own environmental impact and to adopt greener practices.

8. Monitoring and review

We will periodically review travel patterns, procurement choices and event practices, and identify realistic improvements. This policy is reviewed every two years alongside the Climate Change Policy.