



**2022**  
**Corporate Social Responsibility**  
*Annual Report*

# An Introduction From Lea and Elaine

Atlas Travel & Technology Group (ATTG) is a women-owned and led company that is driven by our values and ethics, commitment to human rights and environmental preservation. As a certified B Corporation, we strive to inspire others to use business as a force for good.

In 2020 and 2021, we were faced with many unprecedented challenges that called for change, innovation and introspection. The momentum we achieved resulted in continued growth and process optimization throughout 2022.

After navigating a worldwide pandemic, we are proud to have persevered and made significant accomplishments in our corporate social responsibility and sustainability efforts. We are happy to share our milestones and initiatives with you in this latest report.



*Elaine*

Elaine Osgood  
*Chief Executive Officer*



*Lea*

Lea Cahill  
*President*

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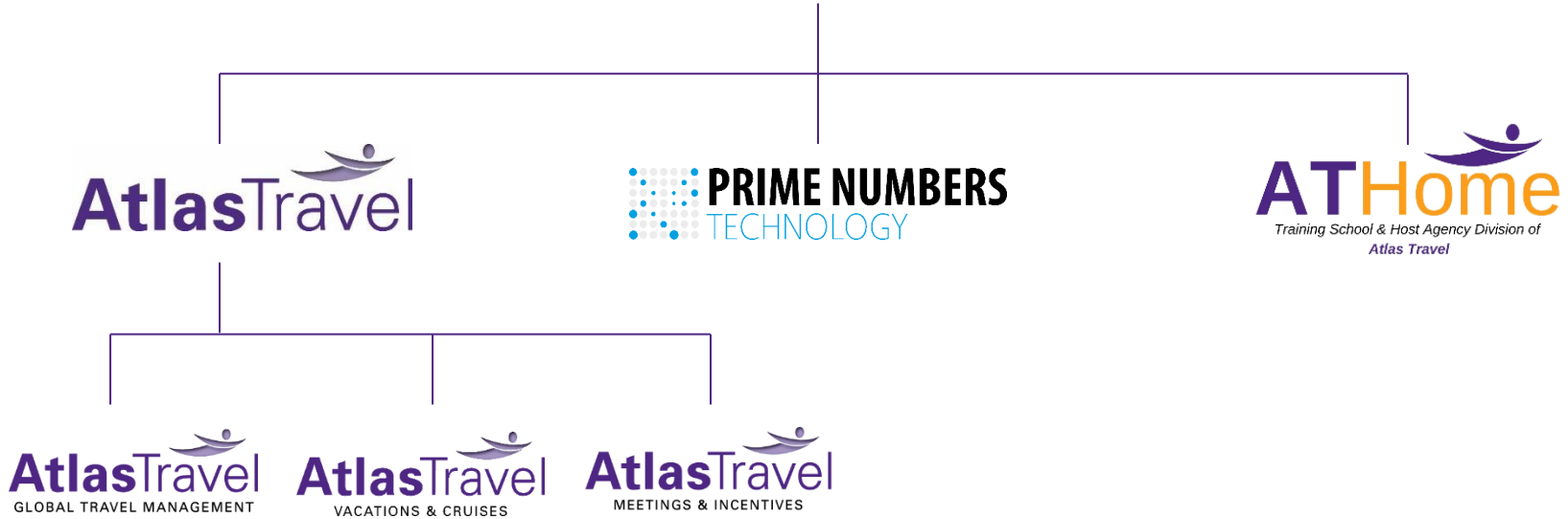
## Section 1

# *Our Company*

# Companies

# ATLAS

Travel & Technology Group



# Companies



For over 35 years, Atlas Travel has provided exceptional travel management services, utilizing industry-leading technology to provide cost-efficient, personalized care.

Our North American headquarters is in Marlborough with a European office located in London, England. In addition, we have partnerships in Dublin, Ireland and Toronto, Canada, allowing us to offer currency fulfillment in GBP, Euro, U.S. and Canadian dollars.

As an affiliate of BCD Travel, our global service offerings span 108 countries. Atlas Travel is proud to be a certified Women's Business Enterprise (WBE), as well as a distinguished member of the Travel Weekly Power List. Most notably, Atlas Travel is the only North American travel management company to hold the prestigious B Corp Certification.

Although we are recognized for our corporate travel management services, Atlas Travel provides an array of travel-related offerings, including:



Atlas Travel offers a comprehensive suite of global travel services, delivering the most responsive touchpoints, optimized risk mitigation and innovative business solutions that ensure a completely dynamic travel program for even our most discerning clients.



Our Vacations & Cruises sector is known for the exceptional service and attention to detail that every client receives in fulfilling their vacation dreams.

With a network of expert travel professionals around the globe, we are proud to offer travel experiences unlike any our clients have known. Our travel advisors have professional certifications in individual destinations, acquired by visiting the locations and immersing themselves completely in each location.



Meetings & Incentives clients benefit from our decades of experience in event planning and the collaboration between our global travel management and vacations & cruises divisions.

In addition to meeting and event planning, our team provides:

- Rewards and Recognition Services
- Special Event Production
- Group Air Management
- Creative Event Marketing Campaigns

# Companies



Prime Numbers Technology (Prime) is dedicated to helping clients drive significant savings in business spend through industry-leading data analysis, contract and spend optimization, and benchmarking solutions.

In addition to data analytics and benchmarking, Prime is continuously developing a comprehensive suite of solutions like policy management, spend optimization, contract and vendor sourcing analysis and ROI maximization, which are licensed by some of the most recognized names in business travel, with global representation by many Fortune 250 corporations and Top 10 travel management companies.



ATHome is a training school and host agency division of Atlas Travel & Technology Group that provides support and comprehensive training programs tailored for both experienced travel advisors and those new to the industry.

ATHome members receive everything needed to grow a successful home-based business, including industry-leading technology, preferred industry partnerships, a robust marketing suite, accounting and business support and extensive expertise and mentorship.

# About Us



## Values

We strive to have a reputation as the most entrepreneurial and caring diversified travel and technology organization. Our team is dedicated to providing forward-thinking solutions at an unmatched value.



## People

Making the future better for all is at the center of our operations. We actively work to facilitate a positive change and make a difference through collaboration, innovation and introspection.



## History

While corporate travel has been our foundation since our beginning in 1986, our services have expanded through the years to include technology innovator, Prime Numbers Technology and premier training and host agency, ATHome.



## Journey

Our commitment to exceptional customer service has earned us a place on Business Travel News' Top 100 Travel Management Companies list. We are also proud to align ourselves as an affiliate with BCD Travel, who mirrors our values.





**Section 2**  
***Our Approach***

# Our Mission & Values

Our mission is to provide management services to organizations with an entrepreneurial mindset, compelling business plan, and commitment to its social and environmental responsibilities.

In line with our mission, we strive to be respected by our industry, stakeholders, employees and community as an organization that is committed to the principles of human rights, preservation of the environment, health and safety of our employees and high corporate ethics. Our goal is to see these principles become inherent to the fabric of our corporate culture and inspire individual stewardship.

Our core values continue to be:

**Create** a new path forward

**Collaborate** respectfully

**Get up** and do it

**Open** yourself to grow

**Do what** you say

**Love what** you do

**And always** have fun!

## Our Business Pillars

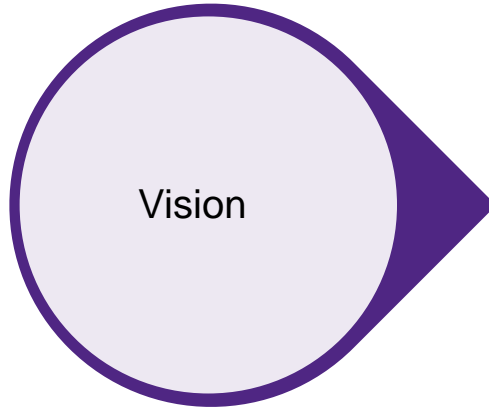


# Strategic Direction

With conscious, daily effort we make significant strides to reaching our goals.

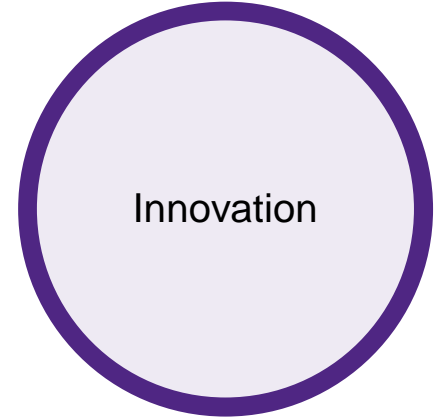


Our team is committed to excellent client service, and we consider all stakeholders in our decisions to determine the solution that benefits all parties. By standing up and standing out, we seek to make the world a better place for everyone and create positive change.



We actively live our vision each day and have built a strong foundation for growth through a consistent focus on our five strategic pillars:

- Better Together
- Business Development
- Customer Service
- Operational Efficiency
- Social & Environmental Responsibility



Providing customizable solutions for our clients in niche markets sets us apart from the competition. We are able to offer convenient, hard-to-find services, such as client API integration.



**Section 3**  
***Governance - Integrity & Compliance***

# Governance Structure

As a certified B Corporation, our governance structure begins at the top with our Board of Directors including our Benefit Director, that together, guide our corporate social responsibility strategy. We support a high level of corporate governance to ensure the continued trust of all our stakeholders.

- ✓ C-Level Management presides over our three companies under Atlas Travel & Technology Group
- ✓ CSR Council, an Employee Run Group (ERG), includes representation from various areas of our business and collaborates to drive forward their respective program initiatives that support each CSR pillar
- ✓ Client Advisory Board consists of curated stakeholders whose valuable insights allow us to refine our procedures and offer exceptional service to all our clients
- ✓ We are a women owned certified business with the Women's Business Enterprise National Council (WBENC) and recognized by the Massachusetts Supplier Diversity Office



# Practicing Good Business Citizenship



Doing right by all our stakeholders is at the forefront of what we do.

Our values and commitments are reflected in our decisions and overall strategy. The below policies reflect our integrity and our conscious effort to keep our stakeholders' best interests in mind:

- ✓ Promoting a positive and safe work environment
- ✓ Ensuring transparency in our disclosures
- ✓ Protecting sensitive information
- ✓ Considering sustainability practices in our business dealings
- ✓ Ensuring integrity with a Conflict-of-Interest policy
- ✓ Preventing corruption with our whistleblowing policy
- ✓ Ethical supplier selection: In 2022 we replaced our Russian-owned cyber security vendor with Trellix.

# Certified B Corporation

## Walking the Talk with Integrity

Atlas Travel and Technology Group is the first North American B Certified Travel Management Company. Certified B Corporations, B Corps for short, are for-profit companies dedicated to using business as a force for good.

- ✓ B Corps meet the highest verified standards of social and environmental performance, transparency, and accountability to all their stakeholders.
- ✓ Unlike traditional corporations, B Corps are legally required to consider the impact of their decisions on all stakeholders: customers, workers, communities, and the environment.
- ✓ Total combined revenue of B Corps globally is 67 billion.
- ✓ More than 75,000 businesses are actively following the lead of B Corps by using B Lab's B Impact Assessment and benefit corporation governance structure.

**Over 5,000 Certified B Corporations in over 70 countries, across 150 industries inspiring tens of thousands of other companies to follow their lead by measuring their impact, changing their corporate structure, and building better businesses.**



# ECPAT – Human Rights

## Being part of the Solution

ATTG has been a member of The Code since 2019. The Code is part of ECPAT's (*Ending Child Prostitution and Trafficking*) effort to end the trafficking and sexual exploitation of children, specifically in the Travel Industry. We continue to uphold the Six Criteria set forth by ECPAT as a member requirement:

- 1. Policy:** Establish policies and procedures to reinforce our stance against the sexual exploitation of children.
- 2. Train:** Train employees in children's rights, the prevention of sexual exploitation and how to report suspected cases.
- 3. Contracts:** Include a clause in contracts throughout the value chain stating a common repudiation and zero tolerance policy of sexual exploitation of children.
- 4. Educate Travelers:** Provide information to travelers on children's rights, the prevention of sexual exploitation of children and how to report suspected cases.
- 5. Stakeholder engagement:** Support, collaborate and engage stakeholders in the prevention of sexual exploitation of children.
- 6. Report:** Report annually on the implementation of the six criteria of The Code.

We also share training resources with professionals across the industry to further advocate education and awareness of Human Trafficking.

**ECPAT Mission: To protect every child's right to grow up free from sexual exploitation and trafficking through legislative advocacy**

**The Code Mission: To provide awareness, tools and support to the travel and tourism industry to keep children safe**





# Diversity & Inclusion

ATTG is committed to enacting real, lasting change in the advancement of diversity, equity and inclusion in the workplace. In 2020, Elaine Osgood signed the CEO Action for Diversity & Inclusion.

CEO Action for Diversity & Inclusion™ aims to rally the business community to advance diversity and inclusion within the workplace. The CEO pledge outlines a specific set of actions the signatory CEOs will take to cultivate a trusting environment where all ideas are welcomed, and employees feel comfortable and empowered to have discussions about diversity and inclusion.

**>2400**

Signatories

**21 Million+**

Employees Represented in the U.S.

**85+**

Industries Supported

**43**

Travel & Leisure Companies, including ATTG

**“We have always been committed to advancing inclusion of all employees in the workplace regardless of race, ethnicity, gender or gender identity, sexual orientation, disability status, etc.**

**Signing this Pledge not only demonstrates our commitment to continue to support and cultivate an environment where diverse perspectives are welcome but also provides the opportunity to drive greater engagement as a result of our interaction with other like-minded companies.”**

**Elaine Osgood**  
*CEO*

# Diversity & Inclusion

## Walking the Talk

- ✓ **Policy** - In 2022 we implemented a diversity, equity & inclusion policy to further support our commitment to an inclusive work environment where employees are welcomed, valued, respected, and heard.
- ✓ **Recruitment** - In 2022 we began working with The MassHire Department of Career Services which offers career programs and services to veterans and spouses to assist them in career placement.
- ✓ **Supplier Diversity** - ATTG recognizes that having a diverse supplier pool is a major competitive advantage and a powerful business tool. Our supplier diversity mission is to identify, build relationships with, and purchase goods and services whenever possible from certified small businesses as well as enterprises owned by minorities, women, veterans, members of the LGBTQ Community and disabled persons that can help ATTG achieve its corporate and CSR objectives.
- ✓ **Participation** - Employees in management level positions up to our Chief Executive Officer attended and contributed to meetings, workshops and events focused on sharing experiences, driving workplace culture changes and fostering collaboration.

# New Policies

## Protecting our Employees, Clients and Partners

Strong governance requires us to anticipate and respond to an increasingly complex world. This year we implemented the following policies.

### ✓ **Privacy Rights Management Policy**

Provides a framework regarding handling or responding to an individual exercising their rights with regard to their personal data as defined in our Privacy Policy. This enables ATTG to comply with legal obligations, provide better customer care, improve transparency, enable individuals to verify that information held about them is accurate, and increase the level of trust by being open with individuals about the information that is held about them.

### ✓ **Authority Request Policy**

Policy and procedures for responding to a request received from law enforcement or other government authorities to disclose personal data that is processed by ATTG.

### ✓ **Vendor Risk Management Policy**

Establish standards and guidance relating to ATTG's management of vendor relationships and the associated inherent and residual risks presented. These risks are present when ATTG engages with third parties to provide products and services directly to ATTG for the benefit of its internal operations, employees or customers.

ATTG documents the structure for; identifying, assessing, controlling, monitoring and reporting on risks related to ATTG's use of third parties per applicable laws, safe and sound business practices and related guidance and standards.

### ✓ **Bring your Own Device (BYOD)**

To ensure the security of ATTG information, authorized employees are required to have mobile device management (MDM) software installed on their personal mobile devices. This MDM software will control all company-related information, including calendars, e-mails and other applications in one area that is password-protected and secure.

# Compliance – Atlas Travel Trust Center

## Protecting our Employees, Clients and Partners

We value the trust of our customers from across the globe and we take the privacy and security of personal data seriously. We comply with our obligations under all applicable privacy and data protection laws, in all the jurisdictions where we operate.

Our operations are continuously reviewed to ensure we are appropriately managing risks and securely storing and processing personal data as we provide outstanding global corporate travel management service.

To further reinforce our commitment to leadership in data privacy and dedication to the security needs and growing expectations of our customers, we've partnered with TrustArc, a global expert in data privacy management and automation, to manage privacy and risk and utilize their fully automated privacy platform for end-to-end privacy management.

With our partnership, Atlas Travel is more efficient and effective in managing a wide range of privacy and security functions, including data inventory, data flow tracking, vendor management, risk assessments and overall compliance management.

TRUSTe Verified Privacy seal means that ATTG's privacy and data collection practices have been reviewed and approved by an independent third-party based on the guidelines set forth by Privacy Shield for transparency, accountability and choice regarding the collection and use of consumer personal information.



# Compliance – Atlas Travel Trust Center

## Protecting our Employees, Clients and Partners



Atlas Travel participates in and complies with the EU-U.S. Privacy Shield Framework and the Swiss-U.S. Privacy Shield Framework.



As a global partner, we share the same privacy concerns as our European customers no matter where they call home. Atlas Travel is committed to our customers' success and the protection of their data by ensuring that we adhere to the GDPR requirements as well as all applicable privacy and data protection laws in all the jurisdictions where we operate.



We have appointed DataRep as our Data Protection Representative in the European Union so that data subjects in the EU may exercise their rights directly from their home country.



We embed information security within our culture in line with numerous industry standards including PCI DSS (Payment Card Industry Data Security Standard), and others of similar global status. We partner with SecureTrust (now Viking Cloud), an Approved Scanning Vendor (ASV), to perform services including vulnerability scanning. Proactive system testing is a key part of our security program.

# Compliance – Privacy and Security



We consider employees to be our first line of defense which is why we developed a formal security and awareness program, titled SAFE (Security Awareness is For Everyone). SAFE is an evolving security awareness program dedicated to providing our employees with the resources and knowledge necessary in order to raise the level of security awareness, understanding and compliance.

In 2022 we completed our 6<sup>th</sup> year of employee security awareness training including new hire and annual training. The trainings are retained electronically and audited. We also broadcast newsletters that cover privacy and security best practices, policy updates and guidelines.

Atlas Travel's SAFE intranet web site provides security policies and procedures and resources such as how to report an incident, best practices, awareness information and security newsletters.

As part of our dedication to raising awareness and promoting privacy and data protection best practices, we also partner with the National Cybersecurity Alliance to participate in annual nationwide campaigns such as Data Privacy Day/Week (also known as Data Protection Day in Europe) and Cybersecurity Awareness Month (CSAM). We are proud to be an official Champion.





## Section 4

# *Principles - People & Practices*

# Holistic Employee Experience

Our employees are our key stakeholders and crucial to the success of our business.

We take a holistic approach to the wellness of our employees to ensure a positive experience throughout the employee journey.





# Employee Physical & Financial Wellbeing

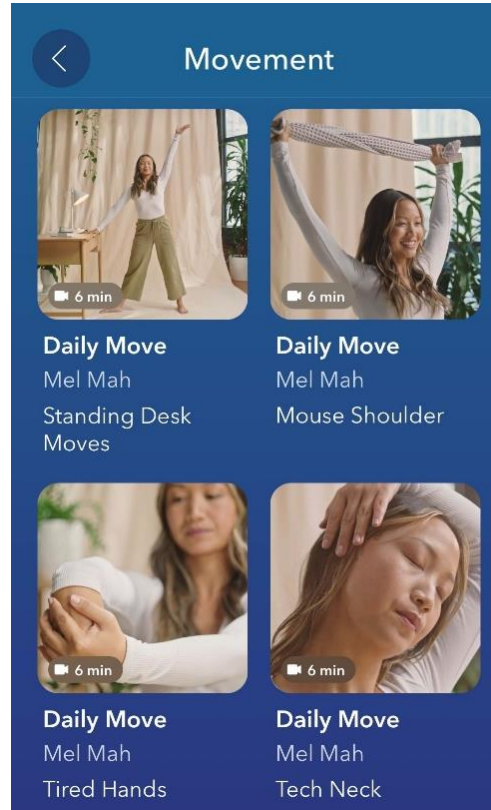
## Financial Wellness

- ✓ 401K Investment Workshops
- ✓ Increased company contribution to rising healthcare costs
- ✓ Year-end bonus for all employees

## Physical Well-Being

- ✓ Reimbursement for gym and weight-loss programs through our healthcare provider
- ✓ Movement modules through the Calm app

Due to the sedentary nature of most of our jobs, many of us struggle to incorporate physical movement into our daily lives. The Calm app offers quick, guided movement plans targeted for office workers and designed to combat body aches, restlessness and low productivity.



## Duty of Care - Employee Safety

We are a travel company, and our employees like to travel. Their safety is important to us and is why we offer a free membership to an emergency travel assistance program that allows access to a broad range of worldwide travel, emergency medical transportation and concierge services 24 hours a day, 365 days a year:

- ✓ Medical and dental referrals
- ✓ Emergency medical evacuation or repatriation
- ✓ Hospital admission and critical care monitoring
- ✓ Return of mortal remains
- ✓ Dispatch of prescription medication
- ✓ Lost document and luggage assistance
- ✓ Emergency cash and bail assistance
- ✓ ID theft assistance

# Employee Job Satisfaction

- ✓ **Enhanced Onboarding Experience:** Our relationship begins at recruitment. We believe first impressions are lasting which led us to several improvements to our onboarding experience.
- ✓ **Onboarding Module:** This addition to our HRIS System allows for a streamlined and centralized method to communicate with our new employees. This enables the employee to feel supported before they even start their first day.
- ✓ **Welcome Package:** To help our newest employees feel part of the team, we send a Welcome Package containing a hand-written note, environmentally friendly metal straw and Atlas branded office supplies.



## Employee Satisfaction Survey:

More than 85% of our employees would recommend Atlas Travel as an employer.

Over 93% of our employees are likely to recommend ATTG's services to potential clients (*based on an 8/10 rating*).

In order of preference, our employees indicated the most important job satisfaction factors as:

1. Compensation
2. Work/Life balance
3. Benefits (healthcare, wellness, PTO)
4. Management relationships
5. Company culture
6. Job security
7. Peer relationships
8. Feeling inspired and supported to do your work

53.13% of respondents felt that COVID-19 impacted factors related to the response.

# Employee Emotional & Mental Wellbeing

As an organization we truly care about the health and safety of all of our team members. In 2022 we offered the Calm app, free of charge to our employees. The Calm app can support our employees throughout the workday, both during and outside of work hours in the following ways:

- ✓ Manage stress
- ✓ Combat anxiety
- ✓ Sleep better
- ✓ Rekindle motivation
- ✓ Find focus
- ✓ Get moving



## ***A Campaign for Mental Health***

During May, Mental Health Awareness Month, we set out to educate our employees on the services available for their well-being. Emotional and mental health issues were exacerbated by COVID-19 and lead to increased substance use, depression and anxiety. According to the National Institute of Mental Health nearly one in five Americans lives with a mental health condition and in the UK, the statistic is one in four. The biggest challenge we face is the lack of services for those who need support.

Our health plan provider announced “the expansion of its mental health provider network, including additional specialists in a range of areas including obsessive compulsive disorder (OCD), serious mental illness, trauma and substance use disorders (SUD).”

We also encourage our employees to utilize the free services of our EAP (Employee Assistance Program) a confidential, no cost service available to help with the challenges of life.

# Employee Social Wellbeing

## Days Of Understanding – Striving For A Kind and Inclusive Community

Our goal is to educate our staff on diversity, equity and inclusion by beginning to look within ourselves. We began our Days of Understanding series with exploring the “looking-glass self”. This describes the process where individuals analyze their sense of self on how they believe others view them. As these blog topics develop, we will introduce the concept of unconscious bias and the influence this can have on our experience.

Through our internal blog system Atlas Travel & Technology shared education-based articles and practical exercises that aim to bring awareness to unconscious bias in the workplace.

An open invitation for discussion between all members of ATTG is available via the comment section. Here, our team engages in dialogue based on the prompts in a space created to feel safe and accessible to absolutely everyone. Our internal postings on the “virtual watercooler” invite conversations within our company.

Anyone, from any department can use the communication platform to share their unique experiences and backgrounds. This puts an essential emphasis in recognizing that each and every member of the ATTG team has a space to lift their voices in these conversations.

## Employee Engagement

We strive to ensure that each member of our team feels involved in our organization’s happenings, even when working remotely. By including our employees in our communications and requesting their input, we aim to keep everyone invested in current events involving the company.

The Virtual Water Cooler (VWC), our internal communications platform, promotes engagement by providing company-wide announcements. We encourage discussion and feedback in the comments section, which is included with every post. The VWC also hosts raffles for gift cards, event tickets, airplane tickets and various other giveaways.

We value our employees’ input and encourage everyone to utilize the Suggestion Box, located within the VWC. Each entry received in the Suggestion Box is read and responded to by ATTG’s President and Chief Executive Officer.

Work-life balance is essential for one’s well-being. To help our employees achieve an improved work-life balance, we enhanced our Paid Time Off Policy (PTO) to include a total of 10 holidays per year in addition to sick time and other PTO, surpassing the national average of 7.6 paid holidays.



**Section 5**  
***Sustainability***

# Delta Air Lines Sustainability Partnership

Atlas Travel & Technology Group has partnered with Delta Air Lines to purchase Sustainable Aviation Fuel (SAF).

In an initiative to provide environmentally responsible travel for the future, SAF reduces the lifecycle carbon emissions of aviation fuel by up to 80% as compared to conventional jet fuel.

For more, read our press release [here](#).



*“We are extremely happy for the opportunity to partner with Delta on its sustainability goals by making an investment in sustainable aviation fuels and opening the discussion with our customers on how they can participate in Delta’s program as well. We commend our airline partner for their effort in decoupling greenhouse gases from flights.”*

**Lea Cahill**  
*President*

# Delta Sustainability MANG Partnership



**Charlene Prince**  
*Manager Operations,  
Corporate Travel*

**Lynelle Santosuosso**  
*Support Specialist*

In addition to purchasing Sustainable Aviation Fuel, our team also joined Delta Air Lines work with MANG, an organization dedicated to maintaining the Mangrove population in Florida and other tropical areas.

Mangroves are vital to the ecosystems of tropical sea biomes as they provide nutrients and shelter to other life, filter sea water and defend against erosion. Our employees prepared newly sprouted Mangroves to be planted in areas in need of repopulation.

As a travel company, we deeply believe in the preservation and conservation of destinations so that future generations can experience these beautiful locations as well.

# Sustainability – A Practical Approach



- ✓ **Sustainable Investments:** We added an additional ESG Fund to our 401k portfolio allowing our employees the option to invest their money in corporations that take into account their impact on the environment and society, in addition to its financial performance.
- ✓ **Reducing our paper footprint:** In an effort to reduce our paper footprint, in 2022 we moved our HR documents to the cloud and implemented a paperless expense system.
- ✓ **Reduced real estate footprint by 84%**
- ✓ **We encourage our employees to create a sustainable home office environment with our Going Green - Best Practices resource**

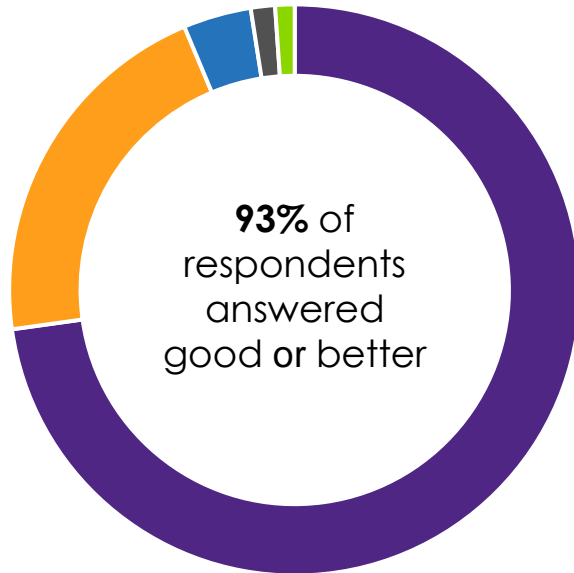




**Section 7**  
***Service Performance***

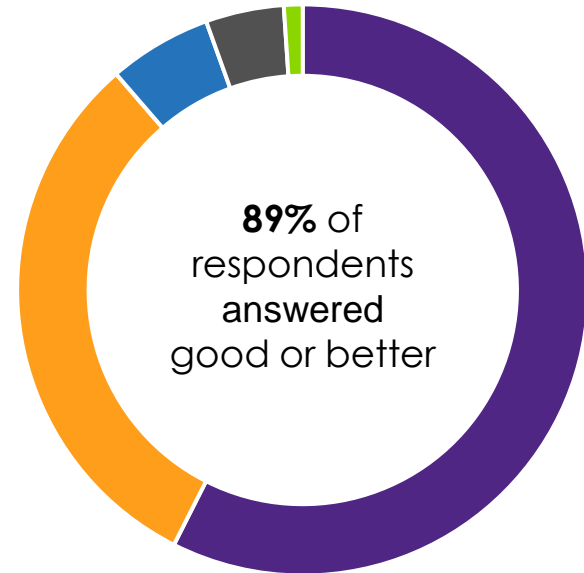
# 2022 Traveler Satisfaction

## Agent Booking Satisfaction



■ Excellent ■ Good ■ Fair ■ Poor ■ N/A

## Self Booking Satisfaction



■ Excellent ■ Good ■ Fair ■ Poor ■ N/A



## Humanitarian and Not-for-Profit

Our humanitarian clients utilize special fares in combination with complex international routing, Fly America Act compliance and donor fund allocations. Our risk mitigation platform ensures travelers receive important communication along their journey.



## Life Sciences

Our life sciences clients operate in the research, development and manufacturing of pharmaceuticals, medical devices and biomedical technologies along with those conducting clinical trials. The delivery of accurate data is paramount to the success of their programs.



## Fashion and Retail Merchandising

In fashion retail and merchandising, we span a broad spectrum of clients distributing a variety of goods. From elevated concierge services to self booking capabilities and group movement, we assist our clients as they open new locations, purchase inventory and more.

# Evolving Efficiencies Through APIs



We continue to expand and enhance our API offering to handle large sets of client specific data as part of the booking process for more efficient and detailed reporting and reconciliation, which clients can access at any time. We integrate directly with our client's systems to pull and send data for a more seamless booking and reporting experiences.

# Mobile App Enhancements – Advisor Chat

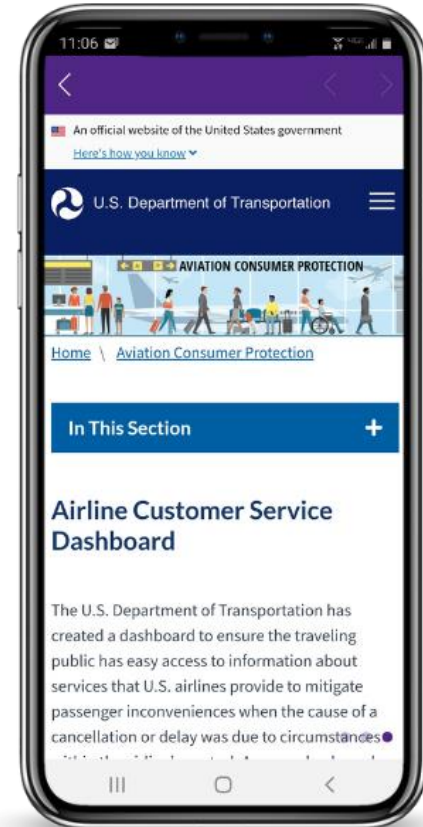
As we continue to provide top quality travel services, we have introduced a new communication channel for our clients to connect with our travel advisors. With AMI Go Advisor Chat, you can connect with an Atlas Advisor at the push of a button!

We understand that cell service when traveling abroad is not always available/reliable. You can use AMI Go chat features with a Wi-Fi signal.



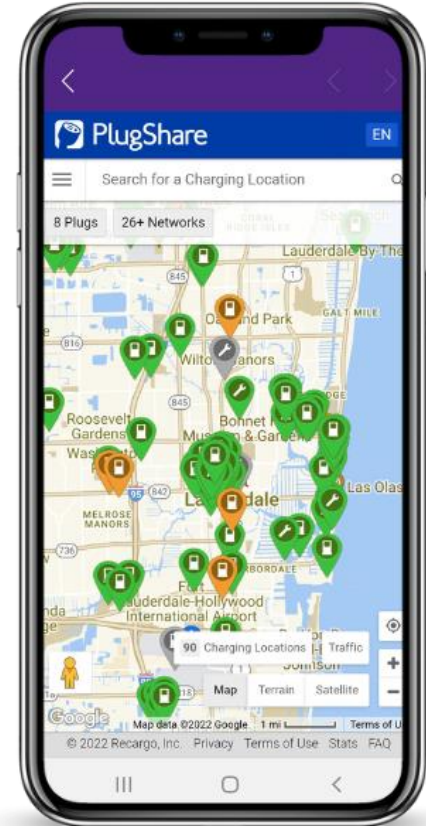
# Mobile App Enhancements – Flyer Rights

With major U.S. airlines experiencing a record rise in flight cancellations and delays, the Department of Transportation has created a comprehensive dashboard of airline consumer rights and compensation information. We have introduced a new link to this dashboard within AMI Go, allowing users to access this dashboard at the press of a button.



# Mobile App Enhancements - PlugShare

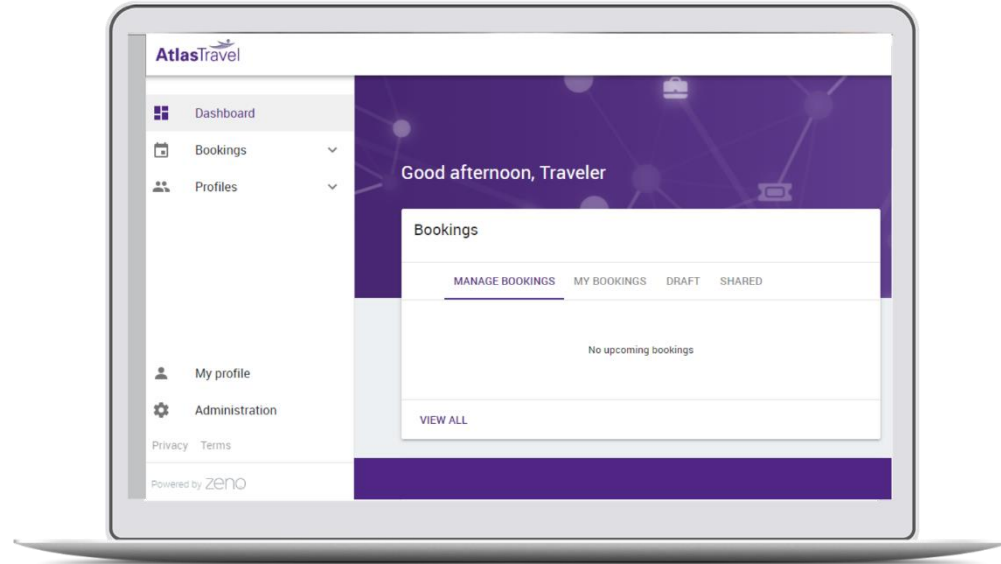
As electric vehicles are becoming more popular for personal transportation and as car rentals, the need for locating accessible vehicle charging stations is becoming more necessary. We have added a link to PlugShare in AMiGo, which allows users to view a map of charging locations and provides details on which stations are compatible with specific vehicles and charging plugs.



# ZENO Is Now Live For Atlas Clients

Atlas Travel has introduced an additional corporate self-service booking option, ZENO by Serko. This online booking tool puts emphasis on the user experience and includes sustainability data and information aimed to reduce traveler friction such as:

- Carbon Emissions
- Hotel health & hygiene
- Handicap access in public areas
- And more

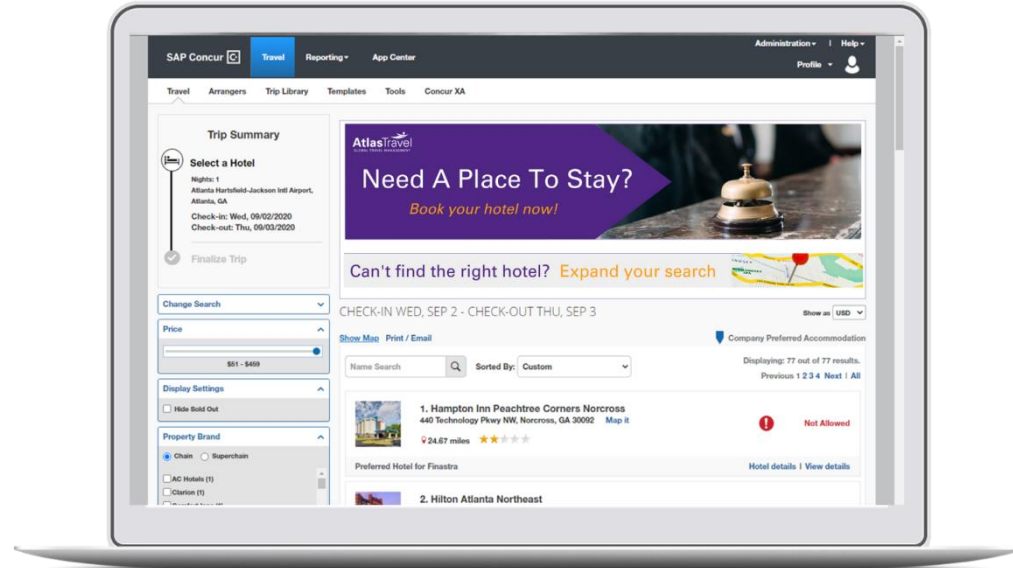




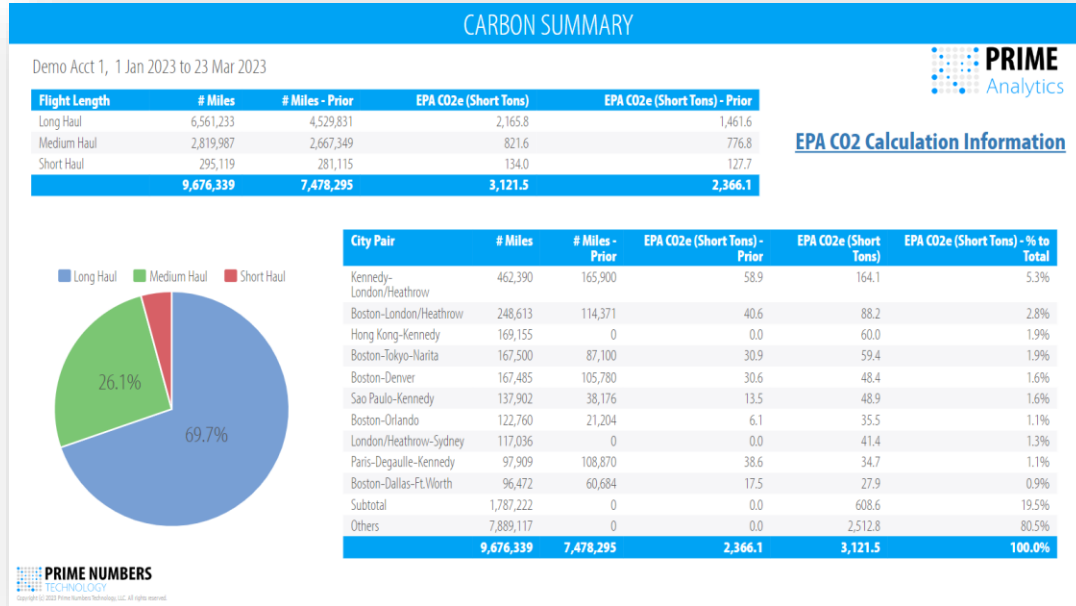
# Traveler Engagement Banners

We have introduced custom banners within applicable online booking tools for our clients to display messages to their employees while booking. These messages seek to boost travel program engagement by:

- Reinforcing travel policies
- Vendor preferencing
- Keys to using the platform
- Sustainability information
- Risk mitigation services
- Any other custom messaging



# Prime Numbers – Carbon Reporting



Prime Numbers Technology has introduced expanded metrics for carbon emissions reporting for air, car, rail and hotel. Prime can also push data to our partner, Thrust Carbon, to provide clients with a more robust analysis of their travel program’s emissions and help corporations meet their sustainability goals.



## Section 8

# *Charity & Community Support*

# Charitable Endeavors & Community Support



Charity and Community support are the heart of our culture. Specifically, the needs of women and children have always been one of our passion projects. Our community is an important stakeholder in our organization, and we aim to do our part in ensuring a successful future for those around us. Maintaining a strong connection with our community has been and continues to be an ongoing effort as we look for new ways to contribute and stay involved.

In 2022, we donated 500 Atlas Travel drawstring bags to schools in Massachusetts. The bags were distributed to children in need and were also used by the nurses' offices to transport/store medical supplies and Automated External Defibrillators.

# Knock-Knock, Give A Sock

We have a long-standing history of working with our local communities especially during the holiday season. This year, we decided to donate a consistently needed everyday item, socks. Our recipients are local to our company's headquarters in Marlborough, Massachusetts. We donated a pair of socks in honor of each employee to these organizations supporting men, women or children:

**Roland's House:** Roland's house has offered temporary emergency shelter since the mid 1980s, serving up to 18 unaccompanied adult males. Guests at Roland's House are eligible for employment and housing search services, mental health and substance abuse services, among other services.

**Marlborough Community Cupboard** has served the community residents since 1992, and in 2011 became a direct service program of the United Way of Tri-County. The Marlborough Community Cupboard continues to be a local organization supporting residents through care, compassion and quality programs and services. Atlas Travel has participated in various fundraising initiatives with Marlborough Community Cupboard over the past several years.

