

Business Travel Policy

Movinn A/S recognizes that business travel can be necessary to support operations, maintain stakeholder relationships, and ensure service quality across our serviced apartment portfolio. At the same time, travel contributes to greenhouse gas emissions and environmental impact. Movinn is therefore committed to minimizing business travel wherever possible and prioritizing low-emission transport alternatives.

This Business Travel Policy establishes the principles and expectations for responsible and sustainable travel across Movinn A/S.

1. Principle of Avoidance

Movinn A/S applies a “travel only when necessary” approach. Business travel should be limited to situations where physical presence is essential and cannot be effectively replaced by digital alternatives.

Employees are expected to consider the following before booking travel:

- Can the meeting be conducted via video conference?
- Can site visits be combined to reduce multiple trips?
- Is travel essential for operational, legal, or safety reasons?

Short-term business travel should be avoided unless it is clearly justified.

2. Preferred Modes of Transport

Movinn A/S prioritizes the use of low-emission transport options whenever feasible.

The preferred hierarchy of transport is:

1. Train and public transport
2. Electric vehicles (EVs) or low-emission vehicles
3. Shared transport solutions (carpooling, taxis only when necessary)
4. Air travel (last resort)

For domestic and regional travel, rail travel should be chosen over flights whenever reasonable travel times allow.

3. Air Travel Restrictions

Air travel has a significant climate impact and should only be used when no practical alternative exists. Flights may be approved only when:

- Travel distance or time makes rail impractical, or
- Operational urgency requires immediate physical presence, or
- No suitable low-emission option is available

Whenever flights are unavoidable, direct routes should be selected where possible to minimize emissions.

4. Vehicle Use and Rentals

When company vehicles or rentals are required, Movinn prioritizes:

- Electric vehicles (EVs)
- Hybrid vehicles where EVs are unavailable
- Fuel-efficient models over larger or high-emission vehicles

Employees are required to share vehicles when traveling to the same destination.

5. Accommodation and Trip Planning

Movinn encourages responsible trip planning, including:

- Combining multiple meetings into one trip
- Avoiding unnecessary overnight stays
- Selecting accommodation aligned with sustainability standards where possible

6. Monitoring and Continuous Improvement

Movinn A/S monitors business travel activity and seeks to reduce travel-related emissions over time. Travel practices and this policy are reviewed annually as part of Movinn's environmental and ESG commitments.

Approved by,

Date:

Signature: *1 February 2026*



Patrick Blok
CEO Movinn A/S

ANNEX 1 – Travel Approval Form

Employee information	
Employee name	
Department	
Date of request	

Travel Details		
Destination		
Travel dates	Departure:	Arrival:
Purpose of travel		

Justification for flight	
Est. travel time by train (h):	Est travel time by flight (h):
Alternatives considered	
Video conference considered and deemed insufficient	
Train options reviewed and not feasible	
Driving by EV reviewed and not feasible	
Meetings combined to minimize additional trips	
Is this the lowest-emission reasonable flight option (yes / no)	

Approved by	Date:
Full name	Signature