

# Big Five Tours & Expeditions Certified by World Travel & Tourism Council

Big Five has long been recognized for premier sustainable travel to more than 45 destinations in Africa and the Middle East, Latin America, Asia and the Orient and the South Pacific. Taking that another step forward, World Travel & Tourism Council has certified Big Five under its #SAFETRAVELS certification program for not only employing safety and hygiene protocols at its corporate headquarters but also for encouraging partner suppliers to follow the guidelines.

The "Safe Travels" stamp is WTTC's global initiative that assists travelers in the identifying the highest standards of safety in line with international protocols and the best practices to safeguard travelers. The "Safe Travels" emblem acknowledges a company's hygiene and safety protocols, (Big Five's are outlined below), as the world begins to re-open.

WTTC is the global authority on the economic and social contribution of travel and tourism. Council members are the chairs, presidents and chief executives of the world's leading private sector travel and tourism businesses. WTTC promotes sustainable growth for that sector, working with governments and international institutions to create jobs, to drive exports and to generate prosperity.

Over the past five years, one in four new jobs were created by this segment of the global economy, making this the best partner for governments to generate employment. Comprehensive reports forecast the economic impact of travel/tourism on 185 economies around the world. Together with Oxford Economics, WTTC research showed that travel and tourism supported 330 million jobs and generating 10.3% of global GDP in 2019.

## Big Five Tours & Expeditions SOP Guidelines COVID 19

### Policies & Procedures recommendations of CDC guidelines

CDC recommendations for employers responding to COVID-19, including those seeking to resume normal or phased business operations.

#### **Office Cleanliness & Hygiene Procedures**

- 1. 50% of Big Five North America team works remotely from different parts of North America touching 6 different locations in 2 different time zones. Those in our corporate office are seated more than 6 feet apart as social distancing is part of our floorplan
- 2. All our air conditioning units have built in UV lights to disinfect air prior to reaching the vents inside the building. All units are treated and maintained twice a year with a through cleaning.
- 3. Disinfectant cleaners are available near the kitchen for team members to use as needed. Team members are able to wear mask or gloves as desired.
- 4. Every desk and surface is cleaned and disinfected regularly, no more than 5 days between cleanings.
- 5. Shipping and printing labels are all prepared by computer in house with no cross use.

#### **Shipping Documents procedures**

- 1. The external shipping box is passed through a UV disinfectant light prior to pick up.
- 2. Shipping and printing labels are all prepared by computer in house with no cross use.
- 3. All documents and brochures and shipping contents disinfected with UV light prior to completion. All fulfillment is in house as we have our own indoor warehouse.
- 4. There is a clean, designated pick up location for all shipping documents on an isolated desk.
- 5. Big Five's travel documents are available on request in electronic form such as Axus Travel App

#### In-country vehicles

Big Five and all our partners worldwide are dedicated to the health and safety of our guests. Our ground teams ensure that safety and hygiene standards meet or exceed government regulations in their respective countries.