

Status:		Publication Date:	December 2023	Review Date:	December 2024	Version:	1.4
Title:	Employee Discounted Travel Policy						
Policy No:	SHORE 12	Owner:	Senior Manager, Benefits				

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1. Purpose

Holidays are one of life's greatest pleasures. Having the chance to relax, escape and explore is a magical thing, and there is no better holiday than a cruise.

At Carnival UK we believe that all our people should have the opportunity to experience cruising at its absolute best, which is why we significantly invest in our employee discounted travel scheme.

To understand our Guests inside and out and be passionate about the holidays that we all contribute towards delivering, we must all have the opportunity to experience it ourselves.

Whether you are looking to unwind in style or discover the journey of a lifetime, we are proud to offer you a great cruise experience at an exclusive employee rate.

2. Scope

The Employee Discounted Travel Policy rules also apply to Late Availability cruises.

The policy applies to all shoreside employees (Permanent and Fixed Term Contract) at Carnival UK and for Cunard International employees in the USA, Japan, Germany, and Australia.

In addition, the policy applies to all Annualised and Tour Paid Officers, Graduates and Cadets employed by Fleet Maritime Services (Bermuda) Limited or Fleet Maritime Services International, who work on board our P&O Cruises and Cunard ships (here after referred to as employee). For avoidance of doubt, Fleet employees on a Fixed Term Contract are not able to book cruises under this policy.

At this time, we regret that those employed through a third party are not eligible. If you are employed by a third party or if you are a Fleet employee on a Fixed Term Contract, we invite you to make a booking using the special fare quote 'ECD' which will take 7.5% off your booking.

This policy is not contractual, and the company reserves the right to change or withdraw the scheme at any time. Should the scheme be withdrawn or changed at any point, employees will not be eligible for compensation.

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3. Policy Details

3.1 Eligibility

To book any cruise/holiday, you must be an eligible employee, as detailed in the Scope above, and: -

- Have completed three months' continuous service but travel must be after six months of continual service
- Have passed your probationary period
- Have no live disciplinary sanctions against you
- Have not been dismissed from employment
- Have confirmation you can take any annual leave required if successful
- Still be employed at the date of the cruise departure

3.2 Frequency

To give everyone the chance to book a cruise at the exclusive employee rate, we invite each eligible employee to book one cruise per calendar year through the Employee Discounted Travel policy.

If you would like to book more than one cruise in any given year, we also offer late availability discounts (when available), friends and family deals and a special fare quote. Eligible employees can take as many late availability/friends and family/special fare quote cruises as their annual leave allows. For more details on the discounted rates, please view the Discounted Travel Rates document in Section 4.

3.3 Late Availability Cruises

Late availability cruises have the same discounts and policy rules, as detailed below, but do not count towards the annual cruise offered under the Employee Discounted Travel Policy.

3.4 Guests

Your guests can travel at the same discounted rates as detailed in the Discounted Travel Rates document in Section 4 if you are travelling in the same cabin/stateroom.

If you are travelling with more than three dependents (immediate family aged under 21 years old and relying on your financial support), a second cabin is permitted, and they may also travel at the same discounted rates.

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3.5 Cabin

For cruises/holidays departing on/before 30 November 2023, apart from the Family Suites on Ventura and Azura, you can book any cabin on any P&O Cruises or Cunard ship at the exclusive employee rate.

You can book any cabin at the exclusive employee rate except for Suites on P&O Cruises (including Family Suites on Ventura and Azura) or Queens Grill staterooms on Cunard ships. For clarity, to see all available cabin grades, please view the Eligible Cabin Grades by Ship document in Section 4.

A second cabin can be provided for parties of two adults with three or more dependents (children, stepchildren and adopted children) aged under 21 who rely on you for financial support). Additional adults and children who are not your own dependents will be charged the commercial fare minus 7.5%.

Maiden voyages, Cunard Queens Grills suites and P&O Cruises Suites (including the Family Suites on Ventura and Azura) are excluded from the Employee Discounted Travel policy and late availability cruises. However, you are welcome to book one of these cabins using the special fare quote as detailed in the Discounted Travel Rates document in Section 4.

3.6 Exclusive Employee Rates

For details on the discounted rates, please view the Discounted Travel Rates document in Section 4. Due to tax laws, we charge a minimum rate per person (excluding infants) per night for all Guests travelling on any employee discounted cruise. If the commercial fare for infants minus exclusive employee rate falls below £15 per person per night, e.g., £99 on a 7-night cruise we will honour the £99 infant fare

3.7 Booking

Booking for Employee Discounted Travel can be made as soon as cabins are available under general sale.

Booking for late availability cruises can only be booked from 12 noon 28 days prior to the departure date.

To make a provisional booking, please call our Team of Cruise Advisers (see the bottom of this policy for contact details). Once booked, the relevant Shore/Fleet approval form on [Compass](#) must be completed and sent to your line manager/Fleet HR within 72 hours. Failure to do so may result in your cruise/holiday being cancelled.

3.8 Upgrades

Bookings made under the Employee Discounted Travel Policy are eligible for upgrades under the P&O Cruises/Cunard upgrade programme with the exception of upgrades to Cunard Queens Grill Q1-Q3. Employee discount is not applied to any upgrades. Your email invitation and offer will be considered in the same way as other guests.

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3.9 Onboard Benefits/Discounts

When on board, employees are eligible for a range of discounts. For details on these discounts rates, please view the Onboard discounts document in Section 4.

Please note that employees do not receive the onboard credit, car parking or coach travel that is offered in conjunction with fare types.

3.10 Amendments and Cancellations

Bookings through the Employee Discounted Travel policy can be cancelled or amended at any time.

To amend or cancel your booking, please email call a Cruise Adviser using the details in Section 5. Please note that charges may apply as per booking terms and conditions.

3.11 Cunard Daily Service Charge

If you are travelling with Cunard, we will add a daily Service Charge to all employee statements (excluding where this is part of a Cunard Round the World Cruise). By taking a cruise under the Employee Discounted Travel policy you are agreeing to pay the daily Service Charge; this means for you and anyone else on your booking who is aged 12 or over. The amount of the Service Charge payable per person is advised in our brochures.

3.12 Further Information

To support the policy, a frequently asked questions document has been created. This can be found in Section 4.

4. Supporting Forms and Documents

[Discounted Travel Rates](#)

[Onboard discounts](#)

[Frequently asked questions](#)

[Terms and Conditions](#)

5. Queries

For bookings/amendments/cancellations, please contact: -

- P&O Cruises: 0204 525 1156
- Cunard: 0204 525 5331

Booking for travel on part of a Round the World Cruise should be made by emailing



CARNIVAL UK

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employeediscountedtravel@carnivalukgroup.com with the details listed below (excluding payment details).

What you will need:

- Cruise number as per website or brochure
- Cabin/stateroom type and grade
- Credit or debit card for payment*
- Full names of those travelling with you (the employee will be booked as the lead guest)