

Travagliato (BS), 05.29.2024

To all staff, suppliers, collaborators.

## Policy for Quality, Environmental Protection, Health and Safety in the Workplace, Social Responsibility.

IDRA aims to achieve the highest standards of Quality, Environmental Protection, Health and Safety, and Social Responsibility by integrating the principles of sustainable development into all its activities. For this reason, it has decided to adhere to the principles of the standards for the management of its processes:

UNI EN ISO 9001 : 2015  
UNI EN ISO 14001 : 2015  
UNI ISO 45001: 2018  
SA 8000 : 2014  
UNI ISO 26000 : 2010  
UNI Pdr 125 : 2022

In addition to strictly adhering to national laws, national labour contracts, company contracts, international regulations mentioned in the standards presented, and current sector-specific laws, we are committed to adopting the most restrictive standards.

Considered as absolute, indispensable, and integrated priorities:

- Customer satisfaction.
- Health and safety of our staff, external collaborators, and visitors.
- Environmental protection.
- Improvement of social conditions, labour relations, and human resources enhancement.
- Engagement of Public Administration bodies, suppliers, and local communities in our virtuous path.
- Respect for the principles of:
  - Accountability
  - Transparency
  - Ethical Behaviour
  - Respect for the interests of interested parties or stakeholders
  - Respect for the principle of legality
  - Respect for international standards of conduct
  - Respect for human rights

The entire organization is oriented towards achieving these objectives through its management and through every member of the organization: it is essential to reach, maintain, and continually improve high standards of excellence to achieve lasting success.

The perimeter within which the company has decided to move is that of the international standards of Social Accountability and Sustainable Development, in particular:

- *Accountability*

IDRA S.r.l. assumes responsibility for its actions towards stakeholders, with the adoption of measures capable of dealing with any damage caused and the development of preventive actions.

- *Transparency*

IDRA S.r.l. communicates clearly and accurately its policies, decisions and activities, including the impacts, real and potential, on society and the environment through shared tools including the Social Report,

- *Ethical Behaviour*

IDRA S.r.l. has defined and maintains its own code of ethics, which must be complied with internally and with which its suppliers must also comply, in order to prevent irresponsible or unlawful behaviour by those working in the name and on behalf of the organisation itself.

- *Respect for the interests of interested parties or stakeholders*

IDRA S.r.l. takes into consideration requests or specific interests of all stakeholders, analysing their characteristics and respective capacities of influence, evaluating which approaches may be most suitable for the involvement of individual categories of subjects.

- *Compliance with the principle of legality*

IDRA S.r.l. complies with all applicable laws and regulations and informs those within the organisation who are called upon to observe and implement them of their obligations.

- *Compliance with international standards of conduct*

IDRA S.r.l. respects international standards of conduct, also adopting a deontological behaviour in order not to comply with activities carried out by another organisation (e.g. a supplier company) that are not consistent with international standards of conduct.

- *Respect for human rights*

IDRA S.r.l., in situations where the law does not provide assurance of respect for human rights, respects international standards of conduct, taking into consideration all human rights

- the right to non-discrimination
- gender equality;
- freedom of association;
- collective bargaining;
- child labour;
- forced and compulsory labour;
- the rights of indigenous peoples

To achieve its objectives, IDRA applies the following principles:

- The customer must immediately perceive that our strength lies in our ability to be a Global Supplier of Solutions for the products they want to create understanding the customer's needs, both expressed and unexpressed, correctly and comprehensively, is the first key to our success.
- IDRA S.r.l. is committed to ensuring the quality of products/services in terms of price/performance ratio:
  - Preventing any defects.
  - Considering safety, ergonomics, and environmental compatibility of the product as a priority characteristic.
  - Continuously improving the quality of our processes, seeking new opportunities through comparison.
  - Fostering long-term relationships with our partners and customers.
- IDRA S.r.l. is committed to continuously improving its performance and reducing its environmental impacts:
  - Protecting the environment by reducing the impact of production phases and paying maximum attention to the consumption of natural resources:
    - Paying utmost attention to pollution prevention, with particular focus on atmospheric emissions
    - Introducing raw materials and auxiliary materials into processes that have better environmental compatibility compared to those currently in use, assessing in advance the environmental impacts of new processes and modifications to existing plants.
    - safeguarding surface and groundwater resources by preventing accidental discharge of hazardous substances.
    - Avoiding waste of energy and other resources
    - Managing waste produced efficiently, promoting recycling and recovery where possible.
  - Defining specific objectives for continuous improvement in the performance of the Environmental Management System:
    - Responsibility for activities is distributed and assigned to entities with organizational and decision-making functions to fulfil specific tasks.
    - The Integrated Management System (SGI) Manager acts as a coordinator and information gatherer, overseeing the proper functioning of the system.
  - Including environmental, social, and economic sustainability in corporate investment and growth strategies, which represents a true competitive advantage in today's world.
  - Improving over time a proactive culture aimed at achieving safe behaviours and attitudes from personnel regarding environmental protection.
- IDRA S.r.l. is determined to achieve increasingly higher standards in terms of occupational health and safety, particularly:
  - Conducting activities in a manner that safeguards workers, company assets, third-party assets, the environment, and the community.
  - Training and raising awareness among all workers, making them aware of their obligations, responsibilities, and the importance of each action they take in order to create a "culture of health and safety" within the company.

- Preventing incorrect and dangerous work habits by promoting safe behaviours through information, training, and the training of our collaborators.
  - Continuously identifying hazards in the activity and proactively assessing risks for each new activity and/or process to adopt solutions capable of preventing accidents and/or occupational illnesses.
  - Preventing accidents, injuries, and occupational illnesses by all means possible, including the active participation of employees and internal and external collaborators to improve internal processes and work environments.
  - Attempting for continuous improvement in levels of health and safety in the workplace through ongoing updating of technological and managerial elements.
  - Increasing awareness among contractors and suppliers by requiring them to adhere to the policies, laws, and safety commitments adopted by the company.
  - Ensuring the availability and appropriateness of protective equipment.
- IDRA S.r.l. constantly applies the principles of sustainable development declined according to Gender Equality specifications, in particular
    - culture and strategy;
    - governance;
    - human resources management processes;
    - opportunities for the growth and inclusion of women in the company;
    - gender pay equity;
    - parental protection and work-life balance.

In particular:

- *The company management:*
  - Constantly analyses and evaluates the changing external and internal context to ensure business continuity, carefully assesses the risks and opportunities of every technical, operational, and managerial decision.
  - Sets measurable objectives, consistent with the overall objectives of the policy, which allow for the continuous monitoring and improvement of processes, work methodologies, and service levels.
  - Is committed to:
    - Not using child labour.
    - Not using forced labour, not requiring personnel to leave deposits or identity documents at the start of their employment.
    - Ensuring workers' rights to join trade unions and engage in company bargaining.
    - Ensuring adequate communication tools within the company for union representatives and preventing discrimination against them.
    - Not engaging in any discrimination related to any social and/or personal condition of the worker during the establishment, conduct, and termination of the employment relationship.
    - Not tolerating and suppressing offensive behaviours towards workers.
    - Constantly improving employee motivation and awareness regarding ethical issues, health and safety, environmental protection, and optimization of production processes.
  - Involves union representatives.
  - Ensures:
    - Employees' right to a decent wage, ensuring that wages for a standard workweek, excluding overtime, always meet at least the legal or industry minimum standards, or collective agreements (where applicable).
    - That the composition of employee wages and benefits is clearly and regularly detailed in writing for each pay period. The organization must legitimately render all due wages and benefits conveniently for workers, but under no circumstances in delayed or constrained forms.
    - That all overtime is reimbursed at an increased rate defined by national legislation or established by a collective labour agreement.
    - Not to use agreements for labour-only, consecutive short-term contracts, and/or false apprenticeships or other schemes to avoid fulfilling obligations towards personnel under applicable labour and social security laws and regulations.
    - Compliance with applicable laws, collective labour agreements, and industry standards regarding working hours, breaks, and holidays.
    - That all overtime work is voluntary, except when necessary to meet short-term business demand and consistent with the negotiated collective agreement.
  - Improves relations with institutions through involvement in and implementation of initiatives for local communities.

- Measures compliance and improves the effectiveness of the quality system through Internal Audits.
- Incentives virtuous and proactive behaviours towards the principles of the Organization.
- Pursues continuous improvement through the optimization of the company's organization, employee training, and constant verification of system management.
- Annually drafts its own Social Balance in compliance with the following principles:
  - *Transparency*: clearly outlines the logical process followed to collect and classify information.
  - *Neutrality*: presents information impartially, independent of partisan interests, and comprehensively, addressing both positive and negative aspects of management without distortions aimed at satisfying the interests of administrators or a particular group of stakeholders.
  - *Period Competence*: the social activities and results reported exclusively concern those carried out or manifested in the reference year.
  - *Comparability*: the presentation allows for both temporal and spatial comparison (as far as possible).
  - *Clarity*: presents information in a clear and understandable manner.
  - *Truthfulness and verifiability*: the reported data refer to the informative sources used.
  - *Reliability*: positive and negative data reported are provided objectively and not overestimated / underestimated.
  - *Autonomy of third parties*: where third parties are tasked with handling specific aspects of the social balance or ensuring the quality of the process or formulating evaluations or comments, they are requested and guaranteed the utmost autonomy and independence of judgment.
- *Each corporate actor* commits daily, according to their competencies, to improving process quality to achieve:
  - Greater effectiveness and efficiency, translating into increasing profitability,
  - Adherence to delivery time and intermediate milestones,
  - Maintaining a high-tier clientele and stakeholders, challenging and capable of growing the Organization.
  - Improving the work environment in which we operate daily, workplace safety standards, and preventing accidents and occupational illnesses.
  - Analysing our own activities, actively working to prevent pollution and minimise the environmental impact of our activities by using natural resources and energy more efficiently.

The impact of this "way of working" requires the maximum support from the company's management, as well as the involvement and active collaboration of all personnel, to continue the growth and development of the company. Additionally, IDRA is committed to:

- Internally distributing policy documents, outcomes of management system checks, and "Management Review" findings.
- disseminating the policy on the website and sending it to relevant stakeholders.
- making Integrated Management System documents available to stakeholders to ensure mutual performance enhancement with a focus on competitiveness, achieving increasingly higher quality standards, environmental respect, health and safety protection, and social responsibility.

The Company Management

**IDRA S.r.L. Unipersonale**  
 H&S, Environment  
 Quality Manager  
 Massimo Roversi

