

## Guidelines for responsible procurement

### **Preamble**

These Responsible Procurement Guidelines set out the commitment of Industrie Saleri Italo S.p.A. to the application of social, ethical and environmental principles in its own *supply-chain*.

The principles contained therein are also implemented through the policies, practices, terms and standard conditions of supply of Industrie Saleri Italo S.p.A. as well as the standards required from its personnel, suppliers and sub-suppliers. The goal is to create an ethical and responsible supply-chain that goes beyond compliance with the law through the implementation of responsible business practices.

Industrie Saleri Italo S.p.A. asks all current and potential suppliers and sub-suppliers of their supply-chain to respect, adopt, communicate and promote the principles illustrated in this guide and to take the necessary measures to respect the principles contained in its Code of Ethics ([www.saleri.it](http://www.saleri.it)), in full compliance with the laws in force in the following sectors:

### **1. SOCIAL RESPONSIBILITY**

#### **a. Slavery and Human Trafficking**

No form of slavery or human trafficking can be tolerated.

#### **b. Child Labor**

Child labor and employment of persons under the age of 15 are not accepted.

#### **c. Forced Labor**

All forms of forced labor and disciplinary practices that involve physical or psychological abuse as well as employment in connection with the seizure of work permits or identity documents are condemned.

#### **d. Compensation**

The welfare of employees is promoted by recognizing compensation and competitive benefits that comply with applicable laws.

#### **e. Freedom of Association and Collective Bargaining**

The right of employees to the freedom of trade union association is recognized and respected. Cooperation with recognized trade union representatives is promoted.

#### **f. Discrimination**

Equal opportunities are promoted and all forms of discrimination are firmly condemned, including, but not limited to, discrimination, harassment or retaliation for reasons of age, disability, gender change, marriage and civil unions, pregnancy, maternity and paternity, race, religion or belief, sex and sexual orientation.

#### **g. Health and Safety**

A safe and healthy workplace that meets or exceeds current occupational safety and health standards is promoted.

#### **h. Work Hours, Wages and Benefits**

The legislation on working hours is respected. Wages will be paid in compliance with applicable laws and regulations, including those relating to the minimum wage and mandatory benefits.

### **i. Bullying and Harassment**

Bullying or harassment for any reason are condemned.

## **2. ENVIRONMENTAL RESPONSIBILITY**

In addition to the principles set out above, Industrie Saleri Italo S.p.A. is committed to satisfy relevant environmental standards as follows:

### **a. ISO 14001 Certification**

Industrie Saleri Italo S.p.A. achieved the ISO14001 certification in 2014. The objectives and commitments for the environment are set out in the Environmental Policy ([www.saleri.it](http://www.saleri.it)), which is periodically reviewed and updated, in a process of continuous improvement according to the requirements of the international standard.

### **b. Operational Environmental Performance**

Commitment to preventive protection of the environment is an integral part of our business.

The choices made with regard to each activity pursued are aimed at minimizing:

- i. the Consumption of natural resources (energy and raw materials consumption)
- ii. Waste (solid and liquid, waste water discharges)
- iii. Emissions (air quality)

The use of chemicals for production is carried out trying to minimize its use, quantity and preferring non-hazardous or less dangerous substances. The disposal of unused waste or contaminated packaging (containers) is carried out scrupulously following the rules for proper waste management.

### **c. Product Environmental Performance**

All products manufactured within our supply-chain will fully comply with all applicable environmental legislation. This includes, but is not limited to:

- i. Recyclability
- ii. Recoverability
- iii. Reusability
- iv. End-of-Life-Vehicle-Directive (ELVD)

## **3. ETHICAL RESPONSIBILITY**

In addition to our established standards for corporate conduct that you can find in extensive terms in Industrie Saleri Italo S.p.A.'s Ethics Code ([www.saleri.it](http://www.saleri.it)), we would like to draw your attention to the following:

### **a. Anti-Corruption and Bribery**

All activities must be conducted in an honest and ethical manner. Every form of corruption is condemned. All commercial relationships must be managed professionally, fairly and whole.

### **b. Anti-Competitive Behavior**

All the business dealings must be conducted in line with all applicable competition laws and regulations. In particular, anti-competitive agreements with competitors or exchange competitively confidential information of suppliers with other suppliers are forbidden.

### **c. N. 231/01 Legislative Decree, Responsibility of companies**

Suppliers also undertake to comply with the provisions of the Code of Ethics and the Organizational, Management and Control Model adopted pursuant to Legislative Decree 231/01 by Industrie Saleri Italo S.p.A..

#### **4. PROMOTION OF STANDARDS IN THE SUPPLY-CHAIN**

Industrie Saleri Italo S.p.A. promotes the realization of a sustainable and responsible supply-chain that is compliant with all relevant legislation.

In this regard, Industrie Saleri Italo S.p.A. may request the supplier to allow the visit, including, but not limited to, the location of the production sites for assessment of compliance with the foregoing.

Industrie Saleri Italo S.p.A. will not enter into commercial relationships with suppliers who do not recognize and accept the provisions described above. Furthermore, any violation of the latter in the course of an existing relationship legitimizes Industrie Saleri Italo S.p.A. to terminate in advance any contractual relationship.

**Industrie Saleri Italo S.p.A.**