



Quality Management System Manager

## **CODE OF BASIC WORKING CONDITIONS AND HUMAN RIGHTS**

### **DISTRIBUTION LIST**

To all company departments  
Suppliers

REVISION N. 00	June 2017	Replaces:	Rev.	Page 1/3
CHECKED BY QUALITY SYSTEM MANAGER		<i>Archetti Massimo</i>		
APPROVED BY HUMAN RESOURCES AND COMMUNICATION		<i>Luca Cuni</i>		

**CODE OF BASIC WORKING CONDITIONS AND HUMAN RIGHTS**

Argomm S.p.A. respect for Human Rights is an essential requirement for carrying out its operational work, necessary and fundamental for the company's sustainability.

Argomm S.p.A. commitment is to manage interpersonal relationships with honesty, transparency and integrity.

The company believes and recognizes itself in the fundamental values of the United Nations Universal Declaration of Human Rights, the Charter of Fundamental Rights of the European Union and the ILO Declaration on Fundamental Principles and Rights at Work, to which this Code inspires.

With the *Code of basic working conditions and human rights*, Argomm S.p.A. declares that Personnel represents its most valuable resource and defines the guiding principles and expectations for all its stakeholders, for ethical and sustainable cooperation.

**Work and minors**

We strictly comply with the current legislation on the protection of children and young people at work and verify that in our recruitment processes all of our employees <sup>1</sup>have the minimum age to work; we do not use child labour.

We recognize and comply with Directive 94/33 EC, Art.37 of the Italian Constitution and current legislation on the protection of young people at work and, for the best protection of our employees, we do not hire personnel under the age of 18.

**The employment relationship**

We believe that employment relationships with our employees should always be voluntary.

We do not tolerate any form of forced or compulsory labour and we do not admit any disciplinary practice involving the use of violence.

We guarantee the right of our employees to days off and leave.

We are also committed to respecting applicable laws and the National Collective Bargaining Agreement on working time regulation and we ensure that overtime is properly remunerated.

**Trade unions**

We are committed to recognising and respecting the right of our employees to work, to free association and national collective bargaining for the sector.

We are available to establish an honest and constructive comparison with workers' representatives and trade unions (Trade Unions).

**Equal Opportunities**

We acknowledge and respect the right to equal opportunities and do not tolerate discrimination related to gender, religion, belief, race and ethnic origin, disability, age, civil status, sexual orientation, trade union and political affiliation, or any other personal condition.

We do not admit harassment, abuse, intimidation, lack of consideration, or any other form of physical or verbal aggression.

We believe that respecting and protecting the dignity of our employees is a fundamental inviolable prerequisite.

**Remuneration conditions**

We are committed to providing our employees with decent and adequate remuneration for their roles, responsibilities and competencies, and in line with the current legislation and the market conditions in which we operate.

We have signed a Second Level Agreement setting a success participation for all our employees.

---

<sup>1</sup> With the word collaborators we mean:

- All employees of Argomm S.p.A.
- Those who collaborate with Argomm S.p.A. by virtue of an employment relationship and self-employment

CODE OF BASIC WORKING CONDITIONS AND HUMAN RIGHTS**Relationship with the schools**

We support the use of work-related learning programs, internships, vocational training and apprenticeship programs on the workplace, in line with local laws and aimed at providing educational benefits to young people who are approaching the world of work.

**Ethics and morality**

We adhere to commercial fairness standards in relation to sales and free competition, considering free competition functional to the sustainable development of the company and of the reference market.

We conduct our business honestly and are committed to avoiding conflict of interest. Conflict between personal and company interest is reflected when a behaviour and/or a decision taken in the workplace can generate an advantage to who took the decision, to their acquaintances or family members, to the detriment of the company's interest.

In line with our principles of integrity and transparency, we do not tolerate any form of corruption.

Our employees must refrain from offering, granting, promising, or requesting or receiving any sums of money, payments or deliveries to customers, potential customers, suppliers, or Public Officials in order to obtain an assignment, favour or personal benefit or Commercial, in accordance with the principles of our Anti-Corruption Code of Conduct.

We also abstain from any implications in operations aimed at facilitating money laundering of illegal operations.

**Health and safety**

We are committed to ensuring a healthy and safe work environment, in line with applicable principles in the field of health, safety and risk prevention on the workplace.

As a Workplace Health Promotion company, we recognize health and safety at the workplace as the decisive elements of our sustainable approach, and we offer programs and services aimed at promoting and supporting well-being and a healthy lifestyle.

We believe in a culture of accident prevention and awareness of workers' risks by actively promoting it, even through the provision of appropriate information and training content.

**The environment**

We consider environmental protection as a key factor in the overall approach to the company's business and adopt a certified Environmental Management System (SGA).

We are committed to continuously improving environmental performance and optimizing the use of resources, and complying with all the main legislative and regulatory requirements in this sector.