

SOCIAL REPORT



05/09/2018

FINANCIAL SUSTAINABILITY REPORT 2017-2018

ITALTRONIC FOR SUSTAINABLE DEVELOPMENT





1 SOCIAL REPORT p. 2



3 Stakeholders p.7



5 EMPLOYEES p. 10

- Child labour
- Forced or compulsory labour
- Health and Safety
- Freedom of association and the right to collective bargaining
- Discrimination
- Disciplinary practices
- Working hours
- Remuneration



7 COMMUNITY p.17



2 ABOUT US

Presentation and historical notes P. 3

Company Policy P. 5



4 Main economic data and products p.8



6 CUSTOMERS p. 15



8 ENVIRONMENT p. 19

9 INTEGRATED MANAGEMENT



SYSTEM p.23

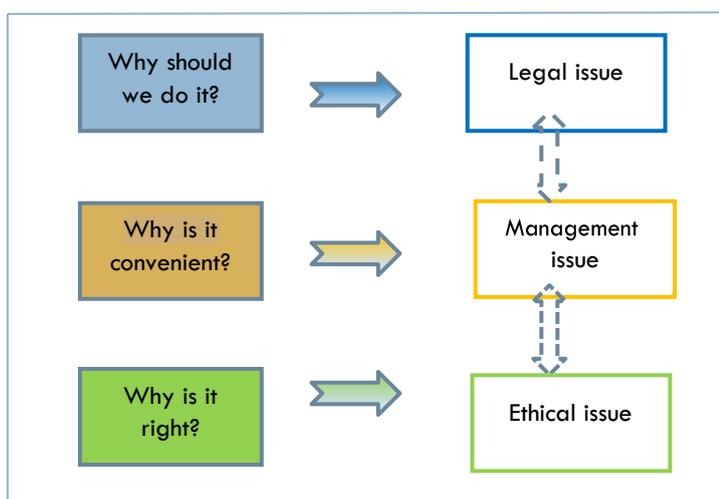


1 Social Report

Italtronic s.r.l. wishing to pursue a consistent and transparent dialogue with all the internal and external stakeholders involved, publishes an annual Social Report since 2006, providing information about its policy.

The report refers, in addition to corporate social responsibility, also to the environment in accordance with sustainable development promoted by the company policy. It also provides information about the actions involving its stakeholders in compliance with the Integrated Management System: Quality - Ethics - Safety - Environment.

Through the Social Report we share information about our corporate, commitments, activities and organization, programs and objectives. Everything we do is underpinned by our commitment to operating according to the principles of social responsibility and environmental sustainability.



Italtronic is certified by the Certification Body Det Norske Veritas - GL for the rules:

- ISO 9001 since 2004
- SA 8000 since 2007
- ISO 14001 since 2014

During 2018 it has successfully passed the maintenance audits for the standards SA8000 : 2014 and ISO 14001, and it has achieved the renewal of the three-year certificate ISO9001 with the transition to the new revision of the standards ISO9001 : 2015 and ISO14001 : 2015.

The **Italtronic** aims through this path to stand out as a company that pursue socially valuable programs oriented to environmental sustainability and respect for social rights in the whole production process, in compliance with the requirements relating to:

- Child labour - Forced or compulsory labour - Health and Safety
- Freedom of association and the right to collective bargaining - Discrimination
- Disciplinary practices - Working hours - Remuneration

Copy of this document has been provided to the SA8000 Workers' Representative and is available inside the company for consultation by any interested parties. The Social Report has also been published on the company website www.italtronic.com for consultation by other stakeholders and all registered customers and distributors have been informed about the new publication by newsletter.

2 About Us

2.1 Presentation and historical notes



Italtronic srl, operating in the electronic sector since 1986, designs, produces and sells a wide range of plastic enclosure and accessories for electronic use with DIN rail or wall mounting.

- It offers also a complete service of customization using CNC machining and rapid prototyping, laser, digital and tampon printing.

ITALTRONIC srl

C.so Stati Uniti n. 17 C.A.P. 35127

Zona Industriale - Padova

Telefono 049-8947150 Fax 049-8947151

e.mail: vendite@italtronic.com , export@italtronic.com

Codice Fiscale e P. IVA: 02549880280

C.C.I.A.A. 237613 PD

Reg. Imprese Padova 39967 - 45114

Internal design and production processes enable Italtronic to satisfy needs of customers in a dynamic and flexible way.

Thanks to the partners, Italtronic can rely on injector machines up to a maximum of 550 tons, working 24 hours per day, 6 days per week. The company is then able to satisfy the market requests, depending on the urgency degree.



PRODUCTS ARE DIVIDED INTO THE FOLLOWING 10 LINES

- INCABOX e INCABOX XT
- MODULBOX , MODULBOX XT E XTS
- MODULBOX XT , PLC E COMPACT
- RAILBOX
- GUIDEBOX
- SUPPORT E SUPPORT XT
- THERMO
- CBOX RESIN E GUIDE
- TERMINAL
- I-TOUCH e I-GLASS
- EYE BOX

IL CATALOGO E'
VISIBILE SUL SITO
INTERNET

www.italtronic.com



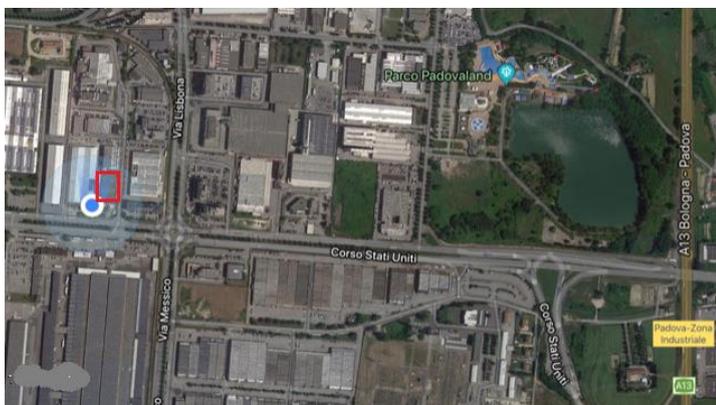
In 2001 the group called "**PLASTIC+ GROUP**" has been founded bringing together the brands: **Italtronic srl - Eterno Ivica srl - Plastic Planet srl.**

Three dynamic realities with one mission: to develop ideas and products for the market, controlling all phases, from design and manufacturing to sale, with the aim to ensure quality, assistance, personalized relationship with the customer.

The Plastic+ Group manufacturing site covered a total area of over 10,000 square meters, of which 7,000 are indoor, divided into three production units directly connected one to the other, with testing laboratories and interior design studios. To share ideas and build success.



In 2018 the three companies reorganized: over the course of 12 years, the Group has grown in terms of turnover and staff volume, so as to make a new reorganization necessary, which took place with the transfer of the Italtronic headquarters and factory to United States, 17 Padova, providing the company with its own integrated management system independent from the Plastic + group.



In January 2018 Italtronic have moved to C.so Stati Uniti n. 17, in the Padua's industrial area, bordering the municipality of Saonara and Ponte San Nicolò. The industrial area is easy to reach from the highways A4 MI-VE or the A13 PD-BO exit "Padova Zona Industriale".

The new strategic structure has allowed Italtronic to expand the extension of the offices and the warehouses.

The Italtronic production site now occupies a total area of about 10,000 square meters, of which 6,000 are covered with internal laboratory and design studio to improve products research and their personalization for a continuous improvement of customer satisfaction.

Today we can thus formalize the mission of Italtronic:

- offering to those working in the construction field and electronics our own expertise and experience in the field of plastic products, in order to provide technically excellent products in target market segments, respecting ethical values, the environment and the health and safety of workers.

2.2 Company Policy

Italtronic, in order to grant a service oriented to customers, workers and all interested parties, while constantly increasing its business results, has set the goal to tenaciously pursue the highest possible quality in all areas and factors influencing the development of the Group:

Community, Leadership, Employees, Process, Product and Service

The guiding vision of the Italtronic's policy is the total quality to ensure:

- **full satisfaction of the customer and stakeholders, i.e. active and appropriately understanding their needs**
- **adequacy of facilities and human resources**
- **respect for the environment**
- **respect for human rights**
- **respect for ethical values and health and safety at work**
- **constant commitment in the prevention of pollution and continuous improvement of environmental aspects in terms of: saving energy and natural resources, proper waste management and recovery, constant monitoring of emissions into the atmosphere**
- **personnel trained and equipped to respond quickly to emergencies**
- **constant risk management for all activities/products and services in order to promptly recognize the problems or opportunities.**

The most important elements in order to achieve this policy are:

- **considering all the employees, falling into its sphere of control and influence, as a valuable resource:**
 - ✓ always respecting the requirements of SA8000 rule relating to: child labour, forced or compulsory labour, health and safety, freedom of association
 - ✓ and the right to collective bargaining, discrimination, disciplinary practices, working hours, remuneration, ethical code, together with the Universal Declaration of Human Rights and ILO documents and actions promoting respect for human rights
 - ✓ encouraging workers' professional growth and awareness of their own role and actions through appropriate training processes to teach respect for human and moral rights and for the prevention of accidents and occupational diseases
 - ✓ involving the employees and facilitating their active participation in
 - ✓ the application of the policy, through the establishment of committees made up of managers and workers, to assess and propose corrective actions and improvements in social and security system
 - ✓ involving the employees in environmental management to increase awareness of the appropriate behaviours that must be implemented, especially in waste management, paying attention to resource consumption and to the use of hazardous substances in any emergency situation.
- **considering the suppliers as strategic partners working together to achieve:**
 - ✓ the careful choice of materials;
 - ✓ the constant improvement of quality of the final product
 - ✓ the compliance with requirements relating to social and ethical issues, safety and environment
 - ✓ the assessment and prevention of risks of a potential non-compliance
- **considering the customers and the community as an incentive for high quality service**, constantly seeking their satisfaction in terms of social responsibility and environmental management, providing them with an active and transparent communication of objectives and performances through the publication of the Social Report on the website and supporting initiatives to involve the stakeholders, assuring them:

- ✓ the compliance with applicable laws, contracts, agreements and other requirements in the social, ethical and environmental fields
 - ✓ the effective commitment to continuously improving the ethical, social and environmental performance
 - ✓ the prevention of workers' health and safety in the workplace and the protection of environment.
- **ensuring the continuous monitoring and improvement of the Integrated Management System**, defining measurable improvement objectives and verifying the achievement and effectiveness. Mandatory conditions for achieving this goal are:
 - clarity of roles
 - a high level of professionalism demonstrated by individuals
 - a high reliability in materials and equipment
 - stimulating climate, i.e. a workplace environment where positive relationships between people encourage working in a comfortable, dynamic and proactive context, that leads to fulfill the seek for high quality of the whole company
 - building relationships based upon fundamental principles that refer to the values: **RESPECT, INVOLVEMENT, HUMILITY, AVAILABILITY AND HONESTY**
 - developing a work philosophy based on the team spirit with the purpose of:

<WORKING TOGETHER FOR SUCCESS AND SATISFACTION>

The General Management is committed to pursuing and maintaining the company policy and constantly encourages the parties involved to follow it.

Italtronic provides evidence of the application of this policy through documented information in compliance with the rules UNI EN ISO 9001 - SA 8000 - UNI EN ISO 14001 - OHSAS 18001.

The Integrated Management System is certified for the rules UNI EN ISO 9001 - SA 8000 - UNI EN ISO 14001.

| References | Fax or website | e-mail |
|---------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------|
| Responsible for the Integrated Management System SA8000- ISO14001 and ISO9001 Italtronic C.so Stati Uniti 17, 35127 Padova - Italy | Reports and complaints + 39 049 8947114 www.italtronic.com | dq@italtronic.com |
| DNV GL - Business Assurance Certification Body Via Bruno Maderna 7 5th floor - Torre Eva 30174 Mestre (VE) Italy | +39 041 5060655 https://www.dnvgl.it/contatti/Form-Segnalazioni-Reclami.html | www.dnvgl.it/contatti/Form-Segnalazioni-Reclami.html |
| SAAS - Accreditation Body SA 15 West 44th Street, 6th Floor New York NY 10036 - | Fax (212) 684-1515 www.saasaccreditation.org | saas@saasaccreditation.org |
| Accredia - ISO Accreditation Body Via Tonale, 26 - 20125 Milan Italy | Fax. +39 02 21009637 www.accredia.it | milano@accredia.it |



3 Stakeholders

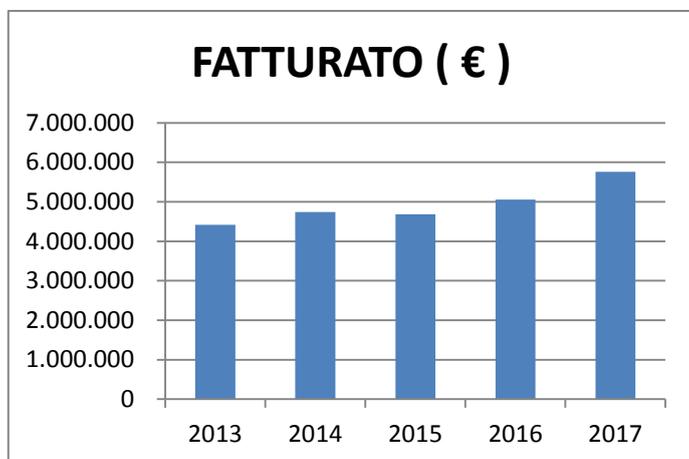
Below we present the stakeholders identified by Italtronic in order to ensure the capacity to meet all needs and requirements through an open, transparent dialogue based on trust.

- Human Resources;
- Partners;
- Customers;
- Suppliers;
- Financial institutions;
- Civil community;
- Public administration;
- Environment;
- Means of communication.

This Social Report was drawn to meet management systematic review procedures and external communication requirements, and is the result of the participation of social partners to the implementation of the social and environmental responsibility system.



4 Main economic data and products



2017 results highlight the continuous trend of Italtronic to improvements with an increase in turnover of **+13,98%**.

The results for the 2017 financial year highlight Italtronic's commitment to continuous growth

In particular **Italtronic** continues to invest in the research of new plastic materials omologated



The investment for materials omologated with UL allows us to supply to our customers a product with some added value, giving them the possibility to get the UL SAFETY certification needed to access worldwide market.

The **Yellow Card** guarantees quality to our products, for which Italtronic makes tests on raw material, during all of the production processes, and on the finished product.



Environmental investments

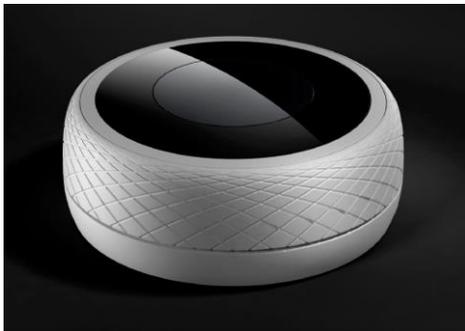
Italtronic continues to pay attention to the sustainable development aspect of its products, using only plastic materials from RhoHS and REACH Compliant.



Italtronic is also constantly investing in new products :



The new CBOX INT product. It is a specially designed enclosure for electronics developed to enrich the product offer for Building Automation. The typical application is that of the electronics mounted inside the boxes. Typical product applications are dimmers or wireless control systems for building or house management.



It is also worth mentioning the design of a new home automation terminal with various extensions for the sensor, for which the mold has been ordered and will be added to the iTouch and iGlass lines.



Projects have been developed and molds have been ordered for the realization of new Modulboxes, new terminal covers and Incaboxes meet customer's demands, in order to save resources, benefiting, and reconfirming the great flexibility of Italtronic offer.

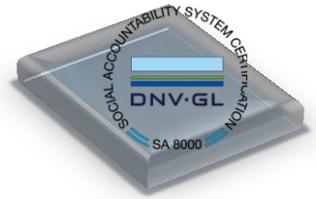


New molds have been ordered to further improve the quality of existing catalog products such as Railbox and Modulbox

Standard sampling activities with or without mechanical processing, digital printing and / or tampon printing have been intensified.

Sistema di gestione della
responsabilità sociale
SA 8000

5 WORKERS



This paragraph is intended to show the situation of Italtronic in relation to WORKERS and to the fulfilment of all requirements of the SA8000 year 2014,



The review by the General Management has verified the results achieved in 2017 and set targets for improvement related to Social Responsibility to be reached in the year 2018.



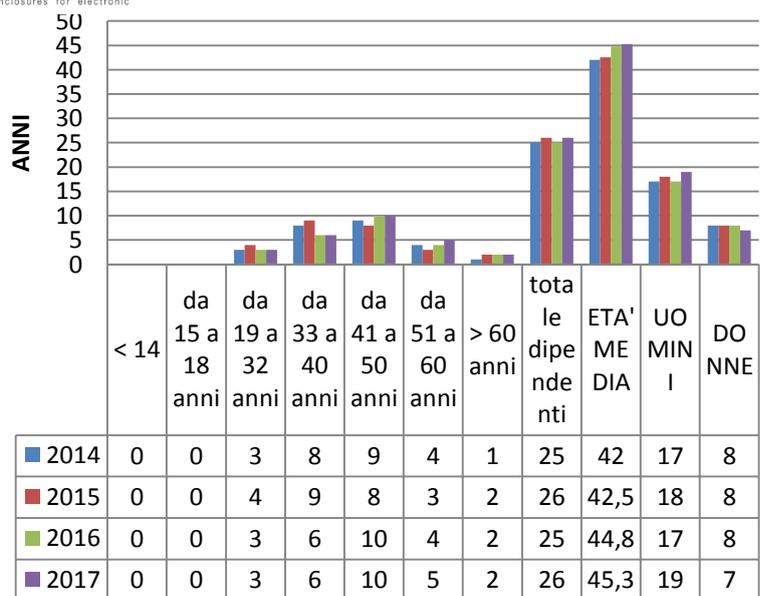
CHILD LABOUR

There are neither children working in the Corporate, nor young workers as defined in the standard SA 8000 (from 14 to 18 years).

All employees are adults. The emitted procedure for this topic is applied and respected.



italtronic NR.DIPENDENTI-ETA' MEDIA-NR.UOMINI E DONNE



FORCED AND COMPULSORY LABOUR

Workers work voluntarily, no one is victim of threats or other intimidation that force him in any way to work for the company.

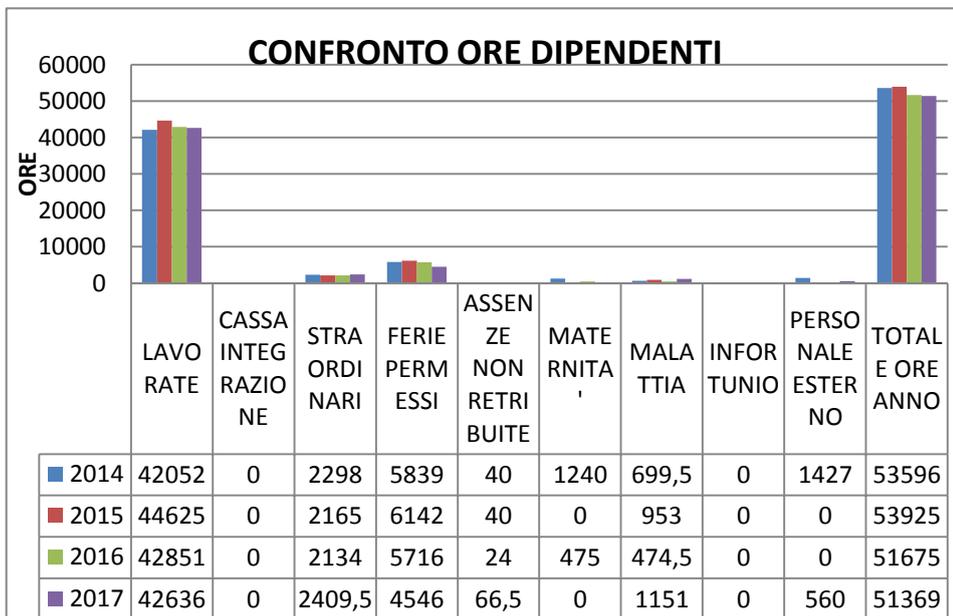
Workers do not leave to the company amounts of money or personal original documents.

Employees upon recruitment are informed on how to resign, they receive and sign for acceptance all documents required. They are also informed about the Rules of Conduct

Results and objectives
 The information is given to workers by delivering to new employees the document "Personal Information Code", a guide illustrating company's policy and describing the characteristics of the labour contract signed, the description of payroll, the internal regulation and rules of conduct, the procedures for the forwarding of complaints or suggestions coming from employees, the standard SA 8000 and the Code of Ethical Behaviour. All employees have received the booklet "Working well together" that is meant to be a quick reference guide for employees and employer dealing with the basic rules governing the employment relationship
The goal for 2018 is to update:
 - the "Personal Information Code" with the new rules and the updates of the National Collective Labour Contract
 - The Provisions for the use of computer systems
 - The informed consent on the processing of personal data

HEALTH AND SAFETY

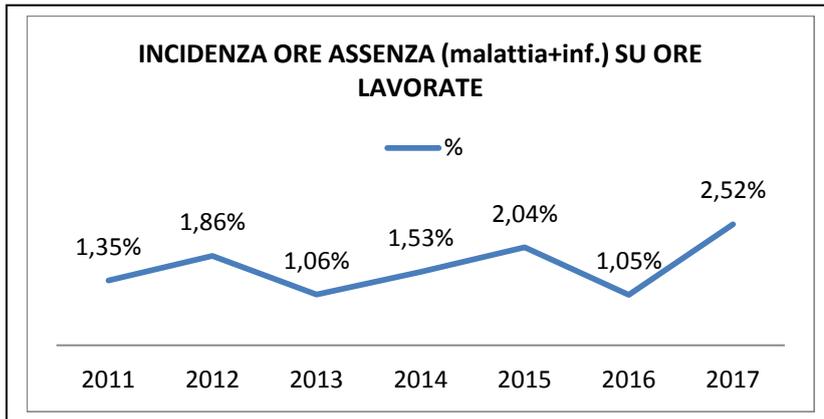
Italtronic refers to and applies all regulations governing workers' health and safety and an healthy and safe working environment.



Each company has an updated risk assessment.

Each workplace is covered by evacuation and fire control plans; in each workplace the emergency procedures are readily accessible on notice boards, and also the names of the workers that for each site have been trained through appropriate courses to handle with emergencies.

The (periodic) health examination offered to employees are carried out according to the sanitary plan made by the competent doctor.



Absences due to illness or injury are constantly monitored;

such information are of key importance in order to identify the possible causes and eventually undertake the appropriate remedies. No accidents have occurred in 2017 and absences due to illness are not attributable to business operations, but are related to health problems.

Total% hours of absence on the total hours worked is significantly increasing, because they take into account the long absence of a single person with a specific disease (848 hh).

(excluding this single case, the percentage is 0.68%, therefore in clear decline compared to 2016).

INVESTMENTS FOR WORKERS' SAFETY MADE IN 2017

The number of hours dedicated to safety training in 2017 was 112.5 hours distributed.

During 2017 all employees have been trained for:

- update about the specific security plan
- training for practising evacuations in case of emergencies

During 2017 the training of the entire fire fighting team, two first aid workers, the Workers Safety Representative (RLS) and the responsables for security was updated;

Among the improvement on the safety measures planned for 2017, points highlighted with  have been completed, while others with the symbol  are to be completed and are proposed for 2018.



Results on goals 2017 on Safety at Work

ITALTRONIC

Security improvements planned and implemented in 2017  are reported

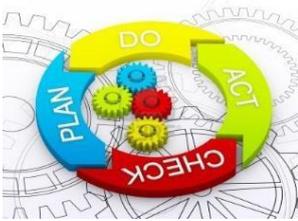
- The risk assessment document for manual handling of loads elaborated using the NIOSH method was signed by the Employer
- Expansion of the company headquarters with transfer to Corso Stati Uniti in December 2017 / January 2018
- All the operators with the appointment of "forklift drivers" have attended and passed the special training update course on RISKS ARISING FROM THE ASSUMPTION OF ALCOHOL AND DRUGS
- A spill test of hazardous substances was carried out

- For the miter saw, a more separate location has been redefined in the new premises

Among programmed and non-executed interventions, note :

- Verification of the protection of the structure from the atmospheric discharge
- Chemical Risk Assessment – Tampon Printing Area
- The search for an aspirator for the thin powders of CNC machines

In accordance with the Health and Safety Committee, the activities have been postponed to the new headquarters in Corso Stati Uniti.



2018 new goals for the workplace safety

The Committee on Health and Safety (CSS), in conjunction with the SPT Committee (Social Performance Team), the Prevention and Protection Responsible (RSPP), the doctor and the security consultant, evaluated all the risks associated with manufacturing and installations, in compliance with art. 35, paragraph 2 of Legislative Decree 81/08 (Report of the periodic safety and review meeting), and proposed the following actions for improvement in 2018 among others:

- Update the General Risk Assessment Document
- Updating the Physical Risk Assessment Document: Electromagnetic fields, noise, mechanical vibrations
- Issue the new Emergency and Evacuation Plan and related employee training
- Chemical Risk Assessment – Tampon Printing and CNC Areas in the new seat
- Update the Related Stress Risk Assessment Document
- Assess the need for an aspirator for the thin powders of CNC machines, with an environmental permission request for a new fireplace for the release into the atmosphere

FREEDOM OF ASSOCIATION AND THE RIGHT TO COLLECTIVE BARGAINING

The Company respects the right of workers to form and join trade unions of their choice and the right to collective bargaining, while fully respecting the norms and national agreements.

All employees of the organization are absolutely free to communicate with their trade union members in the workplace, in accordance with the provisions for access and the security of such places.

However, employees of the companies of Plastic+ Group do not join any trade unions.

The Workers' Representatives were informed that, on request, the company makes available the facilities necessary for communication and for carrying out the trade union meetings.

DISCRIMINATION

Italtronic does not implement any kind of discrimination against its employees, it guarantees equal opportunities to all employees and does not implement or permit interference in their private lives.

DISCIPLINARY PRACTICES

Italtronic is inspired by the code of ethical behaviour and does not resort to any form of physical or mental coercion, verbal abuse or any offense against the personal dignity of any employee or collaborator.

WORKING HOURS



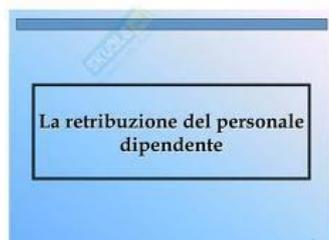
Working hours are stated, as per contract, to be 40 hours per week with a maximum of 12 additional hours of overtime.

Italtronic works on two work shifts in the CNC and pad printing departments.

Overtime is voluntarily accepted by the employees, based on business needs.

Currently there are no claims or reporting for imposition of overtime and the indicators are continuously monitored.

REMUNERATION



The work is paid as set by the National Collective Labour Contract for Metalworkers Industry .

2017 Activities:

- Contractual and salary levels are determined for workers according to their role and position.
 - All employees, depending on the operating framework, receive the incentive bonuses
- During 2016 fuel cards have been given to all employees
 - As in last years it has been offered the chance to use a gym inside the workplace.



| | |
|---------------------------------------|-----------|
| Type of employment in 2016 | Nr. |
| Full-time indeterminate contract | 22 |
| Part-time indeterminate contract | 2 |
| Fixed-term contract | 2 |
| TOTAL internal human resources | 26 |
| Temporary work contract | 0 |



6 CUSTOMERS



THE GOAL TO SPREAD INTERNATIONALLY THE QUALITY OF OUR PRODUCTS PUSHES US TO A GLOBAL MARKET

Italtronic has a structure able to supply all the parts of Italy and most of the countries of Europe and the rest of the world.

SALES NET

- **In Italy : 6 distributors and 5 agents**
- **Worldwide : 31 distributors and 1 agent**

Italtronic's website provides customers with product configuration software according to the different technical requirements and sampling requests

With the aim of increasing the efficiency of the commercial service, it is in the process of defining the possibility for customers to use the configurator also to order both the standard products and the possible processing for their customization.

CUSTOMER CARE

The service is available on the company and on the company website

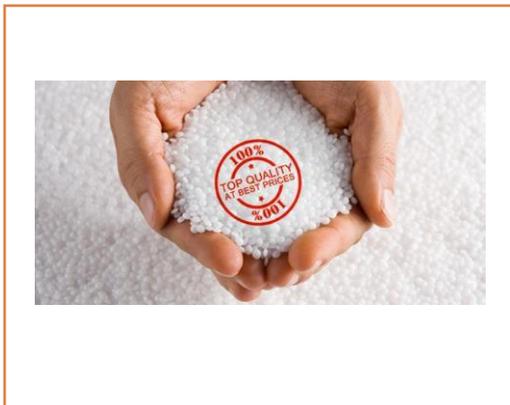


TECHNICAL CUSTOMER CARE section, you can download:

- products' technical drawings
- UL datasheet for raw material
- **subscribe to our Newsletter** dedicated to technical matters. Subscribed customers will be informed regarding all changes that would be done on our products and will be able to receive directly important technical communications.

ITALTRONIC IS INNOVATION

NEW PRODUCTS



NEW MATERIALS

we produce plastic containers using only ingredients of the highest quality at the top of what is currently available on the market

GRAPHIC PERSONALIZATION WITH ALL PRINTING METHODS AND MECHANICAL CUSTOMIZATION

Graphic personalization of the product with the help of digital UV printing, pad printing, screen printing, laser and painting

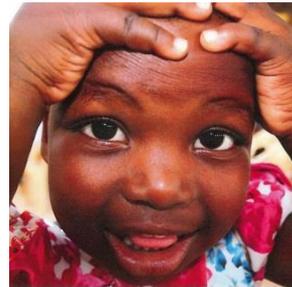
SERVIZIO FINISHING SERVICE

Forniamo un servizio di personalizzazione grafica del prodotto tramite tutti i metodi di stampa



7 COMMUNITY

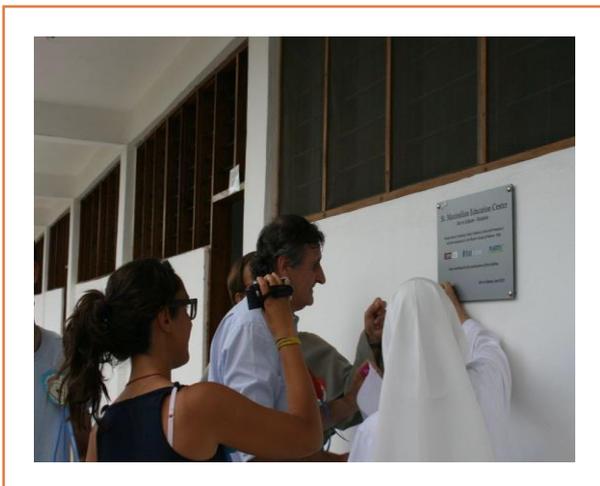
Social Commitment of Italtronic with the Project "Building the future together"



On the company web site are published all the steps of the "Project Building together" which ended with the construction of two schools in St. Maximilian school area in Dar es Salaam in Tanzania.

1st building opened in June 2011 for the Primary School;





2nd building opened in July 2013 to host adolescents aged thirteen to eighteen, when they have completed the Primary School.

This is a professional training school, with traditional classrooms and laboratories, which can host about 300 students



CONTRIBUTIONS TO PROJECTS OF SOCIAL RESPONSIBILITY

In 2017 Italtronic to supported other projects through the following contributions :

- | | | |
|---|-----------------------------------|--------------|
| - | ISTITUTO ONCOLOGICO VENETO | € 500 |
| - | ASSOCIATION “ ALTA VIA “ | € 500 |
| - | S.ANTONIO D'ARCELLA CHOIR | € 750 |



8 ENVIRONMENT



The **Italtronic's** policy has always been oriented to environmental protection. **Since 2014 Italtronic have obtained the ISO 14001 certification with the international certification body Det Norske Veritas-GL.**

The Initial Environmental Analysis has evaluated the position of the company in relation to the environment in order to take into account all the environmental aspects/impacts and their management.



For each environmental aspect, the impacts have been evaluated considering the conditions Normal, Abnormal and Emergency. In compliance with the principles of environmental policy, an Environmental Programme has been drawn defining for each aspect, considered important for the sustainability of the territory, specific objectives with timing, goals and actions planned according to the logic of continuous improvement.

In relation to the 2015 revision of the ISO14001 standard, the "Organization Context" was defined. Taking into consideration the internal and external factors that influence the organization, Italtronic has identified the consequences, the risks and the direct and indirect opportunities, the legal requirements and the effects on stakeholders of the performance of its Environmental Management System, to establish what can be used to achieve and improve these effects, minimize risks and meet stakeholder expectations.

IS OUR WAY OF WORKING SUSTAINABLE?

This is the question that Italtronic addresses to all environmental aspects/impacts and their management. The company, respecting the environment and taking into account the following principles:

- **from pollution removal to pollution prevention**
- **from waste management to waste prevention and reduction**
- **from increasing the resource use to increasing the resource conservation**

are committed to the following environmental program to be developed over five years, with the following objectives:

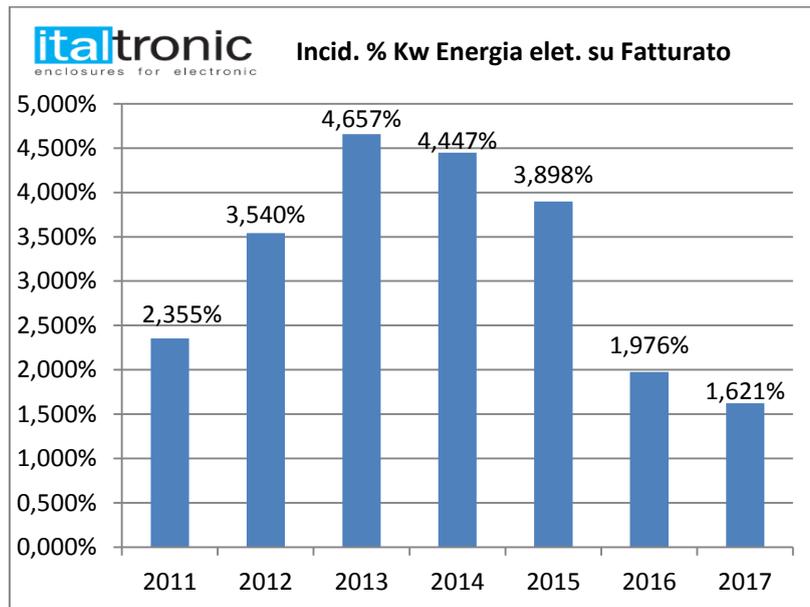
1st long-term GOAL



Check and reduce the incidence of electricity consumption on turnover

Result achieved in 2017

 incidence % Kw electrical Energy on turnover



In addition to the constant attention to contain the consumption **by installing LED lamps in the warehouses and production departments**, Italttronic show the positive trend of reducing the incidence of consumption of Electricity on turnover, mainly attributable to the increase in turnover and to the use of less energetic devices.



2017 new goals to reduce electrical consumption

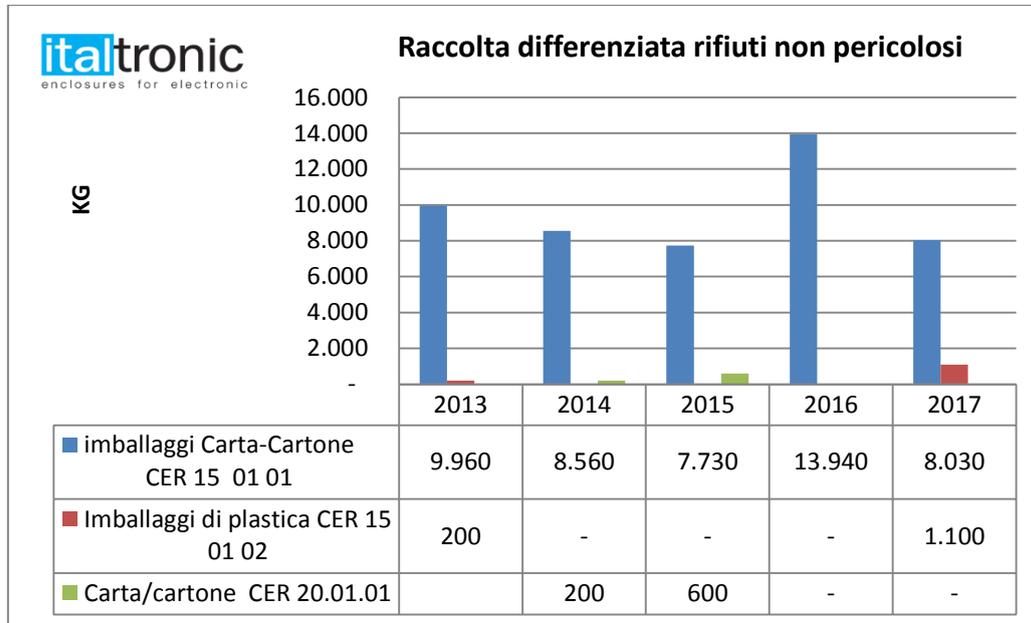
- Install LED ceiling lights in the warehouses and offices of the new headquarters in C.so United States

2rd GOAL

Control and increase the recycling of non-hazardous waste



Results achieved in 2017  collecting non-hazardous waste
 Paper-cardboard warehouse /Office/ Plastic packaging warehouse



In order to improve the percentage of non-hazardous special waste sent to recovery, Italtronic has started separate collection for the following special waste from July 2013:

- CER code 15 01 01 PACKAGING IN PAPER AND CARDBOARD
- CER code 15 01 02 PLASTIC PACKAGING

which are sent, through forms, to a company authorized to recover paper and polyethylene.

In 2018, in the new headquarters of C.so Stati Uniti, separate collection and recovery are continued.

From 2014 also in the offices the separate collection of paper is made, conferred with the code CER 20.01.01 (Paper / cardboard) also launched for recovery through an authorized company, which in 2016 and 2017 was managed as a code CER 15 01 01.

Italtronic pay particular attention to waste management. Wastes are given to a specialised company for their recovery and transformation

During 2017-2018 the following control measures and improvements were made:

- 1) renewed the request to APS for the installation of bins for separate waste collection
- 2) sensitized the personnel of the production departments
- 3) applied the Operating Instruction IG28 "Separate waste collection" for the collection of paper / cardboard and plastic packaging
- 4) updated all the staff on the new revision of the ISO14001: 2015 standard



During 2015 all the employees were provided with durable mugs to reduce the use of disposable plastic cups and consequently reduce waste.

3rd GOAL three-year

Promote the saving of natural resources through the **Reduction in the consumption of plastic packaging (big bags, plastic bags) and paper for the office**



To achieve this goal, the following activities are planned:

1. Create new indicators for monitoring the use of paper – cardboard - plastics
2. reduce the change of boxes between production and packaging.
3. Consider the replacement of the cardboard boxes with durable containers (iron / plastic cages) for the displacement of goods in internal processes
4. complete the implementation and organization of software for digitalisation of paper archives

4rd GOAL

Consider the possibility of using recycled paper for documents (orders, ddt, invoices ..)

Involve departments on the use of recycled paper for internal documents (in 2017 190 reams of recycled paper were bought, compared to 160 in 2016)

**5rd long- term GOAL**

Ensuring stakeholders about the commitment to respect the environment

Result achieved in 2017 – 

The Environmental Management System of Italtronic has been certified by Det Norske Veritas-GL for ISO 14001 on the 27/07/2014 and has successfully passed the inspection (DNV- GL) for the three-year renewal of the certificate on 29/06/2017 and the inspection for the transition to the ISO14001:2015 revision and the verification of legislative compliance in the new premises on 05/06/2018.

CERTIFICAZIONI
ISO 14001





9 INTEGRATED MANAGEMENT SYSTEM

INTEGRATED MANAGEMENT SYSTEM: QUALITY - SOCIAL RESPONSIBILITY –SAFETY – ENVIRONMENT

The Integrated Management System is certified by Det Norske Veritas-GL for ISO 9001 - SA8000 and ISO 14001.

The corporate has passed during 2017:

- the audit for the renewal of the certification ISO 14001:2004
- the annual surveillance audits required for SA8000:2014
- the annual surveillance audit for ISO 9001:2008

The corporate has passed during 2018:

- the audit for the renewal of the certification with the transition to the **ISO 9001:2015**
- the audit for the surveillance of the certification with the transition to the **ISO14001:2015**
- the surveillance audits required for **SA8000:2014**

The integrated management system has been implemented with:

- the new edition of the company manual
- the Context Analysis
- the assessment of the Quality-Environment risks
- the update of system documentation
- the activities of **the Social Performance Team (SPT) committee and the Health and Safety Committee (CSS)**
- the training for all staff
- the assessment of social risks made by the SPT Committee

The SA8000 Representatives of the workers and the Management Representative for SGS participate in the SPT and CSS Committees and were involved in the Periodical Meeting on Safety to discuss issues related to the safety in workplace with the Members of the Prevention and Protection Service (RSPP - Doctor - RLS – Consultant) and have actively participated in the Review of the Social Accountability Management System (SGS SA8000), Health and Safety (SGS)

A copy of the review has been given to the RLSA8000 and RLS (Representative for Workers' Safety) and exhibited on company bulletin boards for communication and consultation of employees.

The Social Reports have been published on the company website and delivered to the Workers' Representatives. All subscribers stakeholders have been informed about the publication of the new Social Report by email newsletter

STRUCTURE OF THE INTEGRATED MANAGEMENT SYSTEM

Italtronic apply an Integrated Management System which combines the management of **Quality, Social Responsibility, Safety and Environment**.

The Integrated Management System is managed through a structured documentation which includes:

- **the Integrated Management System Manual**, which describes the System, the activities put in place for the implementation of corporate policy and the definition of roles and responsibilities in accordance with the requirements of the relevant regulations;
- **the procedures**, elaborated in order to provide a detailed description and documentation of the activities to be undertaken in compliance with the standards: ISO 9001, SA 8000, OHSAS 18001; ISO 14001; Legislative Decree no. 81/08 art. 30.
- **the instructions**, established in order to provide a more detailed and documented description of the operating procedures applied to undertake particular activities;
- **a register of legislation**, drawn up in order to identify, document and ensure easy access to international and national legal regulations concerning the requirements of the standard references;
- **records** which provide evidence that the system is operating and properly managed.

All workers and new employees recruited, even temporary, have been provided with training programs for the safety update training, with regard to Legislative Decree no. 81/08 and Agreement State-Regions, through internal and external training courses on issues including Health and Safety in the workplace, environment, quality and awareness of SA8000.

Within the Integrated Management System, monitoring and measurement activities, aimed to ensure the suitability of the Management System with the requirements of **ISO 9001, SA 8000, OHSAS 18001, ISO14001** are undertaken in Italtronic.

As regards the monitoring of suppliers, it is constantly granted through the application of a procedure specifically dedicated. The application of this procedure also requires the periodic evaluation of suppliers with particular attention to critical suppliers.

The Management periodically reviews its policy for Quality, Social Responsibility, Safety and Environment, with particular regard to:

- adequacy,
- effectiveness.

The effectiveness of business practices are therefore evaluated, as well as the opportunities for change and improvement of the objectives, the policy and the Integrated Management System, and new goals are set.

Italtronic has established, by means of procedures, the procedures for the selection and qualification of suppliers/subcontractors, according to their capacity to respect the environment and the requirements of the SA8000.

By informing them about the path taken by Italtronic in terms of Quality, Social Responsibility, Safety and Environment, the suppliers were asked the commitment to comply with these requirements, filling in a self-assessment questionnaire and expressing their willingness to accept audits.

The employees can make complaints or give tips, also anonymously, concerning matters of nonconformities related to the application of the SA8000 standard.

The complaint process has been made available to all employees through a dedicated procedure. Complaints can be made in the company via mailbox, dedicated to the collection of reports/complaints and through the references listed in the company policy.

SOCIAL REPORT

The data and information contained in this Report are widespread in order to raise awareness of the company policy and to request suggestions and comments from the Stakeholders for the continuous improvement of the company's social responsibility and sustainable development.

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