

<b>SO.LA.IS. SRL</b>	<b>CODE OF ETHICS</b>	Issued Apr 2015 Rev Dec 2017
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The code of conduct herein sets forth the basic requisites of SO.LA.IS. srl regarding its responsibilities toward stakeholders and the environment.

### **Compliance with the law**

full respect and application of the laws of the pertaining Legal System

### **Prohibitions: corruption and misconduct by a public officer**

no tolerance or acceptance of corruption or of misconduct by a public officer of any kind, including payments or benefits of another nature provided to government officers or to officers of other companies, in order to influence decision-making procedures.

### **Respect of the basic human rights of employees**

- fostering equal opportunities and treatment on an equal footing for all employees, without regard to skin colour, race, nationality, social background, disabilities, sexual orientation, political or religious beliefs, gender or age
- respecting the personal dignity, privacy and rights of all individuals
- refraining from forcing tasks upon employees or worker
- proscribing unacceptable treatment of employees, such as mental cruelty, sexual harassment or discrimination
- forbidding conduct such as the making of gestures, the use of words, or physical contact that is sexual in nature or that constitutes an imposition, or that is menacing, abusive or instrumental in nature
- ensuring that compensations are fair and that the national minimum wage is made over as per applicable national laws
- abiding by the provision as to the maximum number of working hours, in accordance with applicable laws
- acknowledging, as far as is legally possible, employees' freedom of the right to association, and refraining from favouring the members of given employees' organisations or trade unions, or discriminating against the members of other such organisations
- ensuring that all employees shall be able, anonymously or otherwise, to report misconduct, dangerous conduct or conduct that puts the company or its stakeholders at risk (whistle-blowing).

### **Prohibition on child labour**

- no workers can be recruited that are below the age of 15, or below the age of 14 in countries subject to exception as developing countries, as per ILO Convention No. 138.

### **Professional health and safety**

- assumption of responsibility for ensuring employee health and safety
- control of hazards and adoption of improved precautionary measures that may be reasonably applied in order to curb occupational accidents and diseases
- provision of training, and ensuring that employees receive health and safety education
- starting up or adopting a reasonable occupational health and safety system.

### **Protection of the environment**

- compliance with environmental protection by-laws and international regulations
- minimizing environmental pollution, and constantly enhancing environmental safeguards
- adopting a reasonable system for environmental management

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- using available resources with all due care (e.g. energy, electricity, water) by determining, where possible, improved and optimized consumption
- managing raw materials with all due care, by, where possible, using eco-friendly and/or recycled products.

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### **Management of resources and information**

- engaging in effective communication actions => honesty, clarity and effectiveness of communication
- ensuring communication security (communication with all stakeholders)
- ensuring confidentiality where required when handling sensitive data
- safeguarding the company's resources: ensuring that the company's resources be used solely for their foreseen purposes
- keeping accounts in an appropriate manner in order to comply with legal, fiscal and regulatory requirements.

### **Providing support to our community**

The company undertakes to provide support, where possible, to the community that hosts it.

### **Fair trading practices**

- proscribing unconscionable trading practices such as bribery, corruption, fraud, money-laundering and anti-competitive methods
- reporting instances of misconduct to all stakeholders.

### **Supply chain**

- making all reasonable efforts to encourage supplier compliance with this Code of Conduct
- applying the principles of non-discrimination when selecting suppliers and during dealings with suppliers
- ensuring that the provision of goods and services be aligned to corporate objectives and processes
- conformity with applicable laws
- ensuring that purchases be made in conformity with authorisation to spend and with corporate approval, and that purchases be subject to restrictions with respect to permitted types of goods and services
- fostering awareness among suppliers of concerns relating to the environment, health and safety, and fair and responsible trading practices.