



HUMAN RIGHTS COMMITMENT POLICY

The purpose of this document is to ethically direct the actions of CLEAF in accordance with the **Declaration on Fundamental Principles and Rights at Work** of the International Labour Organisation (**ILO-1998**).

CLEAF recognises the human value and the protection of dignity along the entire value chain as well as the promotion of the well-being of employees as founding principles of the family-owned company. These are in fact the prerequisites for the sustainability of the company's activities and the creation of value in the social fabric.

The provisions indicated herein are binding for the conduct of all directors, managers, employees, consultants and anyone who establishes, in whatever capacity, a relationship of collaboration with CLEAF.

This Declaration is published on CLEAF's website and notice boards to give it maximum visibility; moreover, it is shared at managerial level personally by the owners as an expression of their specific will.

IMPLEMENTATION

- ✓ CLEAF implements procedures and practices to translate its commitment to the four main guidelines described below into reality.

- CHILD LABOUR

- CLEAF does not employ child labour.
- Instead, it makes its personnel available to implement partnership projects with schools in the area, in accordance with the law (PCTO), as an added value in the education of young people.
- CLEAF's partnership choices are oriented towards entities that can provide guarantees in the following directions:

- o protection of children, i.e. assurance of their rights such as education, play, basic needs

- o Prohibition of child exploitation, i.e. respect for the minimum age for work and the prohibition of employing minors in dangerous or heavy work.

- FORCED LABOUR

- CLEAF condemns forced, bonded and compulsory labour.
 - o Employment relationships established by CLEAF are voluntary, based on mutual consent given upon knowledge of the working conditions, and regularly remunerated in

accordance with the National Labour Contract (CCNL). All employees, including temporary and agency workers, are free to move about and work without threat of punishment, reporting to the authorities, physical or sexual violence, undue withholding of wages (including payment of employment taxes and/or payment of a deposit to start work) or withholding of passports or identity documents

- CLEAF recognises the value of work-life balance. It respects the right to rest and leisure, applying the law and the National Labour Contract with regard to working hours, rest periods and holidays/paid leave.
- CLEAF's partnership choices are oriented towards parties able to provide guarantees as above

- DISCRIMINATION

- CLEAF abhors any form of discrimination, based on gender, race, age, origin, religion, political opinion, sexual orientation, health condition, condemning any physical, verbal or sexual abuse or harassment, any form of mobbing, any disrespectful behaviour, any managerial choice or work act that does not promote equal opportunities for all employees, including temporary and interim workers
- CLEAF's partnership choices are oriented towards subjects able to provide guarantees as above, while being aware that the subject is complex

- FREEDOM OF ASSOCIATION AND COLLECTIVE BARGAINING

- CLEAF recognises the right of all employees, including those on fixed-term and temporary contracts, to exercise their trade union rights in accordance with the law, by choosing to join a trade union and/or organising trade union activities within the company and/or participating in the initiatives of trade union organisations. In operational terms:
 - CLEAF condemns all forms of discrimination on trade union grounds in terms of application, recruitment, economic treatment, allocation of awards, benefits or promotions, training opportunities, transfers or dismissals
 - CLEAF negotiates with legally established workers' organisations and/or their representatives in good faith and with the utmost effort to reach agreements
 - CLEAF recognises and promotes the value of dialogue with employees on occupational health and safety issues through their freely elected representatives
- CLEAF's partnership choices are oriented towards entities able to provide guarantees as above, while being aware that the subject is complex

- ✓ CLEAF undertakes to carry out at least annually a documented self-assessment of the state of implementation of this policy.

Lissone, 30th Oct 2022

Cleaf Spa
Il Presidente
Luigi Gaspari

