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Global Compact, Communication on Progress (COP) 2013

Dear Sirs,

Minifaber spa adopts and believes in the Global Compact Principles existing and duly recommended since 2011.

We confirm with this annual Communication our support and our willness to fulfill these 10 Principles.

Minifaber spa since its birth in 1960, firmly respects human rights as well labor rights, environment right and other laws in general.

In the Communication on Progress here below we would like to emphasize the real and effective actions we carried out in this 2013, regarding said Global Compact Principles.

Best Regards.

Minifaber spa (Il cons. delegato) Rita Melocchi Allolll

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In "Human Right" Field

Worker's Safety and Health Protection.

Minifaber declared its willing to update all the datas and documents in general, regarding health and wellness of the working places and buildings.

Risult.

In 2013 we updated following documents:

- Repetitive and continuous movements that could cause stress and illness;
- Manual handling of heavy loads (continue since 2012);
- Give a "Risks Map" of the working steps referring as the above mentioned points;
- Explosion Risk;
- Stress diseases related to working hours: we have not found any risk.

In year 2013 we had 4 labor accidents, for a total of 70 labor days lost.

2 of the 4 mentioned accidents were occurred in transfer from/ to home, for a total of 43 days.

We can say at this point that the situation is positive also considering that the 2 labor accidents occurred in the building during the normal activity were of non-serious entity and caused by imponderable reasons.

However, Minifaber took all the needed corrective actions where requested and possible.

We continue anti-flu campaign, to avoid illness in winter.

Facilities and equipment adequacy check and improvements to worker's safety. **Risult.**

Renewal checks of Protections against electrical and Atmosphere Static disease Grounding and lightning protection made successfully in July 2013.

Certification to prevent fire, for the new building: Positive. Green light from the Fire Authorities.

We carried out with the help of an external consultant, 2 studies in order to keep safer the part of the building (the "old" one: built in 1996) in case of earthquake. On 2014 we will choice the more adequate intervention and we will start realizing it.

During this year, Minifaber made a big investment for an automatic anthropomorphic store. This permit to move a big bulge of materials supplying punching and bending machines, to avoid in this way manual handling of these raw materials and so, to remove potential accident's causes. People that have safety benefits as less risk are about 40 units.



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Also in 2013, we installed a big gravity shelf. It permit a smart managing of the stock with a FIFO method, for a new production line, we reduced the areas involved in moving goods and the number of persons that could risk labor accidents with a manual handling.

During this same year we incremented the number of the aspiration of dust (i.e. welding dust) and pollution in order to make more precise environment and air analysis. We analyze now a total of 9 aspiration points covering all the machinery and the building.

We create a name per name map of all the workers according to the safety and security rules emphasizing for every activity of each person, the related risk(s) he/she can suffer.

These documents will be useful and used for the health surveillance according with Italian domestic rules.

In addition, Minifaber adopted in this 2013 all the enforcement due to reduce risks that all the internal but also external persons that reach the factory may suffer.

Result

Creation one-way obligatory circuit routes LKW, cars (extern), and a pedestrian walk internal and extern. This can reduce risk of crash accidents.

Preparation of a Document with all the safety rules for the visitors.

Reduction of forklift speed.

Study and design of a separated external areas for forklifts to remove air pollution risks.

Revision of the Unique document for Risks Evaluation due to Italian laws (called:

"DUVRI") related to external workers working in Minifaber (i.e.: maintenance).

Upload of the Unique Document Evaluating Labour Risks (said: "DVR").

Evacuation Exercises.

Tests for fire extinguishing.

Promotion of Professional growth for all the workers and employers.

Minifaber, during 2013 promoted training activities especially about labor safety and professional development.

Risult

In 2012 we programmed 32 training/learning activities involving a total of 85 persons, for a total of 2.129 labor hours;

In 2013, we promoted 36 training and learning projects involving 217 persons, for a total of 1651,50 labor hours.



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10 of the mentioned courses were about labor safety and healthcare.

Minifaber always checked the goals reached (the competences of all the personnel involved in each course).

Also Minifaber checked and adapted the coherence of the labor role with the salary level of every person.

It has been adopte a Specific Labour Training Register.

Every worker/employer fills in his/her personal frame, than evaluated and checked by his/her responsible, related to the specific daily training.

In the Labor's Standards:

Support to the Labor's Association freedom and to the collective bargaining right. Minifaber encourages dialogue between workers and between their representatives and the same company.

Result

The part of the salary related to the total company earns has been extended to the persons who choose the voluntary maternity leave period.

Elimination of forced and child labor.

The company reiterated its non-involvement in such practices in the past history, present and future.

Elimination of discriminations.

Minifaber continues also in this 2013 its activity and sensitizes all its personnel on this item.

Risult

In 2013 have resigned 10 employees including 6 females and 4 males.

The resignations were motivated by family commitments. In only one case for misunderstanding with his superiors.

This case was analyzed and it was found that the employee had committed serious breaches, resulting in a financial loss to the company.

No actions have been taken because the same person has resigned.

In the same year Minifaber had 22 new workers (including 8 women).

13 for undefined term and 9 with an expiry term contract.

The same is the percentage of workers belonging to the protected categories as per their special conditions (several diseases non compromising labor's attitudes) and extra – CEE citizens.



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Motivation and participation

Minifaber created corners (one per department) for daily collective meetings of short duration where workers self analyze: production trends, occurred problems, quality index and improvement. This kind of initiative met the applause of the personnel and the participation has a significant benefit. In total, the company has been divided into 17 "cells" and each brings its own contribution to continuous improvement.

Result

During 2013, the proposals are varied and cover both tools and methods for production. Minifaber also analyze handling and packaging steps to simplify time and procedures as well as limit the repeated actions. Particular attention is given to safety and prevention.

In "Environment" Area:

Minifaber completed all the needed activity in order to reach the ISO 14000 Certification in 2014.

The expiry date of this chapter has been rescheduled in order to include in said document the whole plant with all the production departments as well the new building portion completed in the second semester of the 2014.

Risult:

Construction of the new canteen with a joint rest area.

Construction of new changing rooms.

Automating covers of the containers of scrap.

Construction of cistern for collecting rainwater for irrigation of the green areas surround the Factory.

Construction of underground tank in double room for the storage of wastewater from washing

Implement management systems for aspiration tools and for machinery using lubrificants.

Minifaber started the study of the complete revision of the logistic lay out: we spoke about this goal in the chapter related to safety and manual handles reductions. This project will take place in 2014.

Encourage the development and diffusion of environment-friendly technologies.



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The collection of waste divided as per kind of material (paper, plastics, metal...) has been extended to all areas of the plant branches.

The Purchasing Dept. established a procedure in order to send orders by mail.

Digital archiving of documents has been extended in order to reduce the consumption of paper and spaces.

In the new building Minifaber installed low energy lights and in areas frequented occasionally were installed occupancy sensors switching lights when not used to reduce energy consumption.

We carried out an information campaign in order to reduce cooling in the offices and its not useful spread and loss.

Risult

Paper consumption: reduction of 5% in 2013 than in 2012.

Toner Ink consumption: reduction of 10% in 2013 than in 2012 of the toner for copy and print machines.

Regarding natural gas consumption, we cannot measure the reached goal (benefit?) and this is due to the new building consumption that in 2012 we had not.