



# **“Sustainable development” ambitions**

**2014 business year**



# Synopsis

## 1 – Presentation of the company

- Our roots
- Our strategy
- Our markets
- Our organization
- Stakeholders of the company

## 2 - “Sustainable development” ambitions

- Our values
- Governance
- Policy and objectives

## 3 - Reporting

- Main events of the year 2014
- Safety and health of our collaborators
- Sustainable development and new economies
- Development of the talents of the group
- Carbon footprint of our activities and control of our energy consumption
- Protection of the environment by eco-design
- Eco-responsible purchasing

## 4 - Continuous improvement

- 2014 improvements
- 2014 audits and dissatisfactions of the stakeholders - corrective plan
- Risks and expectations analysis of the stakeholders - preventive plan
- 2013 ECOVADIS evaluation
- 2015 progress plan

## 5 - Glossary

- Abbreviations

## 6 - Appendix

- ECOVADIS Evaluation Report - January 2013

## LONG LIVE SUSTAINABLE DEVELOPMENT!



After living on credit for decades, all Western countries are suddenly called to order and are obliged to impose drastic economies...

At the same time, populations around the world are affected by the first consequences of the global warming: storms, hurricanes, melting of the icecap...

We have reached the limit of natural and economic resources of the planet. We are in a dead-end track and a global awareness is imperative: the doctrines and economic models of the 20<sup>th</sup> century do not work anymore!

This awareness, as violent as it is, is good news. It forces us to come back to basics, to our values, bringing us back to the meaning we really want for our life. By necessity, the 21<sup>st</sup> century will be the era of a new economic model to be invented, the model of the reason: the model of the sustainable development!

At the intersection of the economy, of the social and ecology, of the viability, livability and equitability, the sustainable development forces us to "think globally and act locally".

“ This is not a question  
of philosophy or politics,  
but a matter of survival! ”

The improvements realized on the recent years by METALIS about environmental, health and safety management, and about the definition and implementation of our values, go in this way. We are now ready to go further, ready to commit completely in the sustainable development adventure, looking locally for a coherent long-term equilibrium with all our stakeholders.

*Pierre PETITJEAN  
Managing Director of METALIS Group*

# METALIS

## GROUP

ISO 26000  
RESPONSABILITÉ SOCIÉTALE



# 1 - Presentation of the company

## Our roots

METALIS Group is resulting from FALCONNET Company, created in 1929 by Mr. Henri FALCONNET in Pont-de-Roide (FR).

The specialty of FALCONNET, since the origin, is the realization of flat springs in small and large series.

In 1961, the second management generation innovates by integrating a new kind of automatic machines: multiple slides machine from Otto BIHLER, its creator.

The brand image of FALCONNET is consequently associated to a high manufacturing quality level and to the rigor spirit of its team.

In 1998, the third generation, understanding that its clients will reduce their panel of suppliers, develops a new technology, precision stamping, by acquiring SIOR, a company located at 70 km, near Besancon. In 2001, the two companies SIOR and FALCONNET merge and become METALIS Company.

In 2002, face the stakes of globalization and the clients' insistence to accompany them in Eastern Europe, the successors of Henri FALCONNET choose to sell METALIS to the international group AALBERTS Industries.

These 12 last years, our small group has tripled in size and developed thanks to organic and external growths.

Thus, in 2003, a new subsidiary is created in Poland: METALIS POLSKA.

The same year, METALIS acquires SUD DECOUPAGE group and its 3 entities, located in Antibes (06), Mazamet (81) and St Quentin-Fallavier (38).

In 2007, GARNIER Company, specialized in deep drawing and based in Montbrison (42), joins the group.

In 2008, it is the turn of COTTERLAZ group and its 3 entities, located in Marnaz (74), Slovakia and China.

Lastly, in 2011, METALIS India is created in Pune.

METALIS Group and his 800 collaborators carry out approximately 100 M€ of turnover and are active on 8 sites, in Europe and Asia.

## Our strategy

For nearly 15 years, our development strategy is based on 4 points:

- operational excellence: quality of our products and our service,
- economic performance through innovation,
- international footprint: to produce close to our clients,
- "one-stop shop" solution: to offer to our clients all technologies in metal stamping field

This strategy is based on strong internal values: passion, respect and "entrepreneurship".

It is accompanied with two internal strategic axes:

- continuous improvement of skills, performance and enthusiasm of the team
- respect and continuous improvement of health and safety of the employees, and protection of our environment.

## Our markets

The main active markets of METALIS are automotive (40%), construction (20%), machine equipment (16%), data communication (7%), energy (5%), defense (3%)...

## Our organization

Each of the 8 sites of the group is organized like SMEs, in which the local executive team has all the levers to remain powerful and flexible according to market demands.

To benefit from group synergy and to develop in compliance with our values in spite of the strong cultural diversity composing our teams, we have implemented very early common standards of organization:

- ISO 9001 in the 90's,
- ISO/TS 16949 in the beginning of the 20's,
- METALIS charter of values in 2005,
- METALIS' practices framework in 2006,
- signatory of the United Nations Global Compact in 2006,
- ISO 14001 and OHSAS 18001 since 2010.

In order to unify our approach by including these different reference frames, the management committee of METALIS decided, at the end of 2012, to conform our behaviors to ISO 26000 standard and thus, to adopt a sustainable development plan...

Concerning the "sustainable development" organization, the management is controlled by the group managing director.

A "sustainable development" director is designated at the corporate level in order to deploy the policies and practices on the sites and to take care of the best practices sharing between all plants.

A Health/Safety/Environment manager is also named on each site.

## Stakeholders of the company

The stakeholders of METALIS are the usual economic actors of an industrial subcontracting company, for those METALIS commits to satisfy their needs and expectations:

- 630 industrial companies of different sizes, from SME of 10 employees to international group of more than 100,000 people. Our clients are located in 41 different countries in 2012

### **Our customers**

- All information is available on this website: <http://www.site.aalberts.nl>

### **Our shareholders, AALBERTS Industries group**

- 800 people of 19 nationalities and speaking 20 different languages work on the 8 plants of METALIS.

### **Our collaborators and their representatives**

- 440 suppliers (without general purchases suppliers), located in 13 different countries.
- They are 1,130 if we take into account the suppliers of general purchases.

### **Our suppliers**

- All the organisms, administrations, city halls, neighbors and also the insurance companies...

### **Public and local communities**

## 2 – “Sustainable development” ambitions

### Our values

Passion, entrepreneurship, client satisfaction, productivity, safety of people, respect of people, cleanliness of the sites and environment respect, conviviality, exemplary attitude and honesty are the 10 values of the group.

These values are declined in a charter, whose 1° version is dated to 2005.  
It defines the practices and behaviors each collaborator of the group must respect.

This charter deals with the following subjects:

- attitudes towards our clients,
- compliance with the laws, respect of the human and rights (child employment, handicapped people employment, discrimination, psychological and sexual harassment, health and safety at work),
- protection of the environment,
- human resources (freedom of association, social dialogue, development of the human potentials, wages policy, reclassifying)
- choice of the markets,
- professionalism and probity (use of company's assets for personal benefits, financing of politics, regularity of the accounts and registers, gifts given by clients or suppliers, relationships with competitors, selection of the suppliers, purchase of goods or services to suppliers for personal use, confidentiality of the personal and group data, honesty, conflict of interests, recruitment of family members, alcohol, drugs and tobacco consumption, respect of the highway code)
- attitude of the managers (respect of the collaborators, respect of the hierarchy, wearing of PPE, safety at work and healthiness of the areas, meetings organization, working time, changing of working time and of holidays periods, renouncement of offered benefits, use of temporary work, training of “students”).

This charter is posted on each site, translated in the language of the country.

The managing members, commercials and purchasers receive a specific training to this charter (business ethic...) and commit in respecting it (signature) at their arrival in the company (job beginning).

They have to certify that they conform to the requirements of this charter at the annual individual interviews.

### Governance

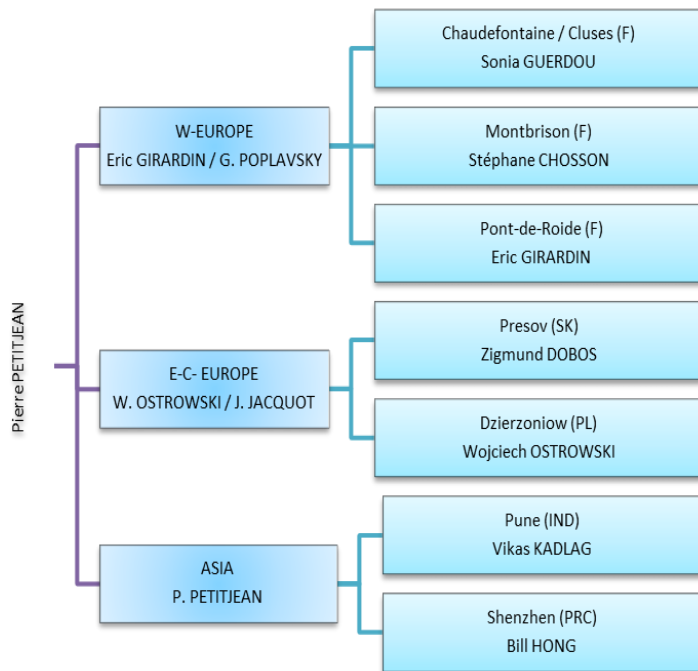
Beyond our values and this charter, the governance principles of the company are:

- accountability and transparency on the negative impacts of our organization,
- vigilance to identify and treat any risk as soon as possible.

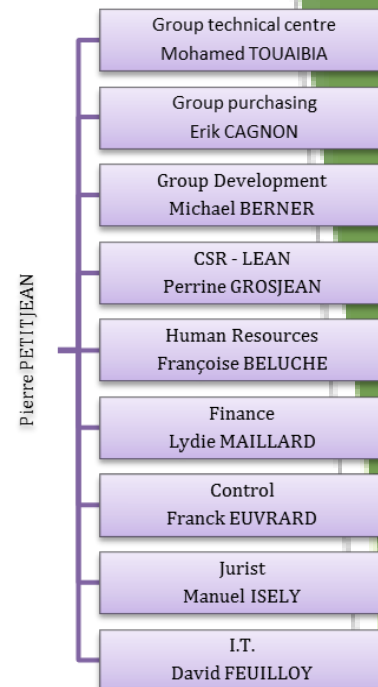
In our sustainable development deployment, the cooperation with all the stakeholders is carried out by the managing committee of the group: listening, dialogue, expectations priorities, implementation of the action plans.

Our sustainable development approach is integrated into our management system and is deployed on all of our 9 processes.

The managing committee of the group is composed of 10 managing directors, supervised per region:



... and 9 Corporate directors:



The dialogue with the stakeholders is ensured by the managing team, in particular:

- with our clients, by a survey which is lead regularly at Corporate level. This survey deals with the expectations of our clients, including “sustainable development” topics,
- with our collaborators, by a motivation survey, lead by the corporate team,
- with our suppliers, public and local communities, thanks to a good proximity of the local managing directors.

A legal monitoring is carried out in France by the legal director and is sub-contracted with external consultants for the other countries. This monitoring integrates taxes, labor law, safety regulations, environment laws, etc.

All these data input are taken into account, are analyzed and treated on a hierarchical basis in the management review of the local entities and of the group.

Progress plans are then proposed by the processes pilots and the managing team of each site. These plans are validated by the Group managing director.

Various listening systems are implemented in order to take into account the specific requests or complaints of our stakeholders, in particular:

- on all mails sent by Metalis collaborators, a website link for our clients and suppliers, allowing them to express their dissatisfaction or improvement track,
- forms (paper or Internet) for the employees.

These complaints or proposals are directly transmitted, in an anonymous way or not, to the Group managing director.

For the staff, a system to collect and treat the deviations and progress tracks is implemented in MPS area (Metalis Production System).

The respect of the principles and values of the group is checked each year by the pilots of each process during RFA audits – Reference Framework Audit.

## Policy and objectives

Taking into account the nature of our activities and the economic and social issues, we defined 6 major axes of medium-term progress:



# 3 – 2014 reporting

## Main events of the year 2014

<b>January</b>	Launching of our global lean program « M-motion » (see details next sheets)  Opening of the new production plant for Metalis Slovakia following the move to a more modern construction, more spacious and better lay-out.  Renovation and new lay-out of small series and aerospace workshops (Pont-de-Roide), to improve working conditions.
<b>February</b>	Opening of the 2,000 m <sup>2</sup> of extension of Metalis Polska plant – clustering of the workshop per technology
<b>March</b>	Launching of the first training “Exceptional Managers” (9 participants) – 9 days of training over 4 months
<b>April</b>	M-Motion Steering Committee - validation of the deployment schedule of the various monitoring tools
<b>May</b>	Design of the new production system "MPS - Metalis Production System" to handle production irritants as close to the ground and improve the performance of processes and products
<b>June</b>	Decision to centralize the development of metallo-plastic business of the group on Chaufontaine - Consequently, Cluses site restructuring (downsizing of 9 people)
<b>July</b>	New organization of the Group Technical Centre: centralization of industrialization of European sites
<b>August</b>	Reception of the building permit for a new building on the site of Chaufontaine, to welcome the team of the Group Technical Center in double surface than current area
<b>September</b>	Finalization of our talent development program "Generation 2020" for a 3 years training, developed for 16 collaborators from 6 METALIS sites, including continuing education and a diploma recognized as MBA (Master Business Administration)
<b>October</b>	Introduction of M-MOTION tools for “TOP/DOWN” management (R3M tool) and “BOTTOM/UP” management (MPS tool)

**November** Redesign of our management system, incorporating M-Motion evolutions (policy, management manual, procedures ...)

**December** Launching of the second training “Exceptional Managers” (13 participants)  
– 9 days of training over 4 months

METALIS Group receives the Quality Award for Social Responsibility from MFQ Franche-Comté (French Movement for Quality)

## M-motion: a strategic organizational break

This major program of development our performance vis-à-vis the expectations of stakeholders, was officially launched in early 2014 and presented to the teams in our internal newspaper EVOLUTION with this article:



# -motion : all going forward!

Early this year we are pleased to announce the birth of "**M-motion**" program.

**M-motion** is pronounced "emotion" to remind the human character of this approach and means "METALIS Movement". This is not just one more project for METALIS, but a **global** program unifying our **performance development**.

**M-motion** will accompany each of us, operator to manager, during improvements on the ground but also in improving our image.

**Together, we will build this project in order that Metalis keeps its leading position in our business.**

### 3 M-motion objectives:

- Facilitate our daily job
- Make right the first time
- Meet the requirements of flexibility and responsiveness of our customers

### What M-motion must bring us on 2015:

"An efficient organization to achieve with confidence the objectives required by our customers, while maintaining the results expected by our shareholders"

With **M-motion**, we'll redefine new attitudes and new means for executing our work:

- More team-working, organizing and training ourselves to best industrial practices,
- Searching continuously to eliminate waste and irritants in daily work,
- Giving more autonomy and resources for production teams to improve working conditions, responsiveness and to give more comfort to respect our commitments (deadlines ...) and the defined objectives,
- Establishing work standards built by the actors of the ground, check and improve.



The **M-motion** project will be divided into three distinct phases:

#### FIRST QUARTER 2014:

- Changes of our control system at all levels (Prod. Unit, BU, holding) facing:
  - autonomy and accountability of all,
  - visual management,
  - shorter and more regular rituals or meetings
- Definition of tools based on industrial best practices for management of the quality and of production,
- Definition of "visitability" standards: factory clean and that we are proud to show at any time to our clients, and in which we feel good.

#### SECOND QUARTER 2014:

- Introduction of the main tools of **M-motion** on pilot sites,
- Communication and first training of staff. All Metalis staff receives training of at least 1 day about **M-motion** and participates in improvement projects over the next two years.

#### THIRD QUARTER 2014:

- Deployment of **M-motion** on all sites,
- Implementation of visual communication tools to animate **M-motion** every day on the ground.

## Indicators concerning safety and health of our collaborators

**Objective:** to improve safety and health of the collaborators at work

**Indicators:**

- 1- Number of working accidents
- 2- Frequency rate (number of accidents per million worked hours)
- 3- Severity rate (many days of stop per a thousand of hours worked)

**Results:**

	Y year data	Y-1 year data	Y-2 year data	Y-3 year data
Quantity of accidents	24	22	18	36
Frequency Rate	14	13	11	21
Gravity Rate	0,31	0.27	0,20	0,37

**Analysis:**

Work injuries mainly affect the cuts and bruises on hands (52%) and more and more pathology with back and shoulders (19%).

The frequency rate increased slightly compared to the previous year, but remains at a low level on long term period.

Degradation is observed on the severity rate following a important cut despite wearing protective gloves provided.

## Indicators concerning sustainable development and new economies

**Objective:** to develop equity on our sites in "new economies" countries (NEC)

**Indicators:**

- 1- Ratio between the "lowest wages/highest wages" multiple on NEC and French sites
- 2- Ratio between the "average wages of woman/man" multiple, on NEC and French sites

**Results:**

	Y year data	Y-1 year data	Y-2 year data
"lowest/highest wages" ratio between NEC and France	2,49	2,84	3,28
"woman/man wages" ratio between NEC and France	0,66	0,69	NK

**Analysis:**

The ratio between lowest / highest wages is reducing in favor of the successive revaluations of lowest salaries in the sites of "new economies" area.

Despite the efforts made in "new economies" area, the ratio with the French sites is declining due to a faster increase of the wages of women in the French sites.

## Indicators concerning the development of the talents of the group

**Objective:** to develop the skills of the collaborators and to support internal promotion - to respect man/woman equity within the teams of managing committee.

**Indicators:**

- 1- Percentage of collaborators having received at least one training
- 2- Percentage of collaborators having benefitted from an internal promotion
- 3- Percentage of women within the teams of managing committee

**Results:**

	Y year data	Y-1 year data	Y-2 year data
% trained collaborators	38%	33%	31%
% internal promotions	Calculation in progress	8,4%	5,3%
% women in management	30%	29%	27%

**Analysis:**

Access to training is continuously improving, particularly with the deployment of the M-motion organization.

The place of women in key positions, without parity is no longer marginal and becomes significant.

## Indicators concerning our carbon footprint and control of our energy consumption

**Objective:** to reduce our carbon footprint and our energy consumption

**Indicators:**

- 1- Percentage of sites having carried out a carbon analysis and/or an energy diagnosis
- 2- Emission gains in carbon equivalent tons (CET)
- 3- Energy consumption compared with added-value (kWh/100K€ AV)

**Results:**

	Y year data	Y-1 year data	Y-2 year data
% sites with a carbon analysis	25%	12%	0%
Emission gains of CET	205	193	179
Consumption energy	42 K€	87 K€	42 K€

**Analysis:**

Many investments in 2013 whose benefits of energy consumption reduction are not yet visible, opposed by the recent extensions of the production areas (Poland, Slovakia) or lower activity on Cluses site.

## Indicators concerning the respect of environment by eco-design

**Objective:** to reduce the impact of our activities on the environment, from the design of the products and processes.

**Indicators:**

- 1- Consumption of chemicals by our processes, compared with added-value (Liters/100 K€ AV)
- 2- Impact gain obtained by substituting rare raw materials (material + treatment = productivity) or by improving our processes (decrease of the purchase amount of the hazardous substance...)

**Results:**

	Y year data	Y-1 year data	Y-2 year data
Consumption of chemicals	14,65 (73615 L)	14,48 (68150 L)	14,55 (72844 L)
Impact gain	366 K€	444 K€	NC

**Analysis:**

Chemical consumption has been controlled, despite over-consumption on the sites of Pont-de-Roide and Montbrison relating to several machines oils changes in 2014.

Impact gains are mainly related to silver coating substitutions (by tinning) or remove of tin coating, or copper substituted by brass.

## Indicators concerning eco-responsible purchases

**Objective:** to engage a partnership with our suppliers, in order to improve our impact with these stakeholders, and to implement sustainable development projects.

**Indicators:**

- 1- Percentage of strategic suppliers with whom we concluded a sustainable development partnership
- 2- Percentage of strategic suppliers encouraged to initiate a sustainable development approach
- 3- Payment delay to suppliers (average over 12 months, in days of AV)

**Results:**

	Y year data	Y-1 year data	Y-2 year data
% suppliers partners in CSR	15%	7%	0
% suppliers committed in RSE	100%	48%	0
Average delay of payment	2,1 j	2,2 j	5 j

**Analysis:**

Good evolution of indicators due to engaged actions.

# 4 - Continuous improvement

## 2014 progresses on our 6 axis

Our CSR approach is deployed on six axis of progress. The main actions are being defined a roadmap updated annually according to the strategic objectives of management.

6 axis	Main 2014 realizations
<b><i>Safety and health of our collaborators:</i></b>	<ul style="list-style-type: none"> <li>- 5 classified as hazardous chemicals substituted</li> <li>- Security plans: 79 preventive actions implemented</li> <li>- Presses soundproofing: 6 new cabins invested</li> <li>- Creation of the concept of "safety gate" to create an specific place to wear Personal Protective Equipment (deployment on sites in progress)</li> </ul>
<b><i>Sustainable development and new economies:</i></b>	<ul style="list-style-type: none"> <li>- Implementation of group' standards about working time on our Chinese site, with 3 shifts organization</li> <li>- Deployment on several sites, of bonus system based on efficiency, to upgrade the salaries of key functions</li> <li>- Awarded by MFQ (French Movement for Quality) with "Quality Award for Corporate Social Responsibility"</li> </ul>
<b><i>Development of the talents of the group:</i></b>	<ul style="list-style-type: none"> <li>- Participation to long training (&gt; = 3 days) for 69 participants</li> <li>- Creation of a training "exceptional manager" based on a period 9 days - 22 members of management trained or i/p</li> <li>- Launching of "Generation 2020": identification of the group's talents and implementation of a development program for a period of 3 years developed to 16 people from 6 METALIS sites, including continuing education and a diploma recognized as MBA</li> </ul>
<b><i>Carbon footprint of our activities and control of our energy consumption:</i></b>	<ul style="list-style-type: none"> <li>- Conduct of energy audit on the site of Pont-de-Roide by environmental consultants</li> <li>- Installation of a temperature probe and timer on boilers of Marnaz</li> <li>- Waste recovery plans: 91% of the types of waste are recovered (+ 3% / 2013)</li> <li>- Creation of a canopy on the reception area and an air curtain on the site of Chaudefontaine</li> <li>- Moving the site of Presov into more energy efficient building</li> <li>- Building extension in Poland, with better insulation, blinds in offices and workshops ...</li> <li>- Installation of a closure system of the water network at the site of Montbrison</li> <li>- Installation on Montbrison plant of temperature controller in the one-stroke presses workshop, reduction of the oven entrance size, changing the compressor start-up programming ...</li> </ul>

<b>Respect of environment by eco-design:</b>	<ul style="list-style-type: none"> <li>- Productivity generated by replacement of rare material or precious plating: 366 K € in 2014</li> <li>- 5 substitutions of chemicals by others, less dangerous to the health of staff and the environment</li> </ul>
<b>Eco-responsible purchases:</b>	<ul style="list-style-type: none"> <li>- Paperless process (electronic documents) applied on purchase orders on all sites, to significantly reduce paper consumption</li> <li>- Implementation of a new procedure for monitoring and follow-up the payment delays to suppliers</li> <li>- Launch with EcoVadis a CSR assessment for our suppliers: 54 suppliers encouraged, including 10 for whom we have supported the assessment costs</li> </ul>

## Other 2014 improvements

Other improvements	Main 2014 realizations
<b>Communication :</b>	<ul style="list-style-type: none"> <li>- 2 new releases of our internal magazine EVOLUTION (No. 19 and 20) dealt with social responsibility (published in 1000 copies, translated into the various languages of the group, sent to all employees and pensioners)</li> <li>- Presentation of our CSR approach and sharing experiences with different organizations (UTBM students, members of the Pole Vehicle of the Future, APM, the MFQ ...)</li> </ul>
<b>Entrepreneurship:</b>	<ul style="list-style-type: none"> <li>- METALIS is creator member adherent of the association "Franchise-Comté Entreprendre" - <a href="http://www.reseau-entreprendre.org/">http://www.reseau-entreprendre.org/</a></li> <li>- METALIS is a member of APM, Association for the Improvement of Management, which includes 6500 leaders in order to sustainably grow their company.</li> </ul>
<b>Implication in industrial sectors:</b>	<ul style="list-style-type: none"> <li>- METALIS adheres to a professional trade union: ALLIZE PLASTURGIE</li> <li>- METALIS is active member of 2 regional competitiveness poles: Microtechnics &amp; Automotive</li> <li>- Our group innovation director is member of the "stamping" commission of CETIM</li> <li>- METALIS is also member of the MFQ association</li> </ul>
<b>Relationships with education :</b>	<ul style="list-style-type: none"> <li>- 25 trainees were received and accompanied on our sites</li> <li>- 16 apprentices are currently trained on our sites</li> <li>- "Open days" were conducted for teachers during Industry Week</li> <li>- Discussions have been held with Jules HAAG college in Besancon to present METALIS and mechanical industries</li> <li>- Participation in "Industry &amp; Innovation" train</li> </ul>
<b>Patronage/sponsoring:</b>	<ul style="list-style-type: none"> <li>- Support for several associations, participating at TELETHON event</li> <li>- Support for humanitarian association STATION-BTT promoting the reintegration of people in difficulty,</li> <li>- Support for several sports and cultural associations, local and / or proposed by stakeholders...</li> </ul>

<b>Relationships with the neighborhood:</b>	<ul style="list-style-type: none"> <li>- Communication of our CSR report to neighboring companies and residents</li> <li>- Discussion with the mayor and councilors about the construction of a new building on Chaudefontaine (environmental analysis, transport pooling...)</li> <li>- Exchange about a biogas project with neighboring farmers (Chaudefontaine plant)</li> </ul>
<b>Revitalization:</b>	<ul style="list-style-type: none"> <li>- Revitalization Plan consecutive to the closure of GENLIS – started in 2010 - 31 jobs recreated vs. 35 redundancies</li> <li>- Revitalization Plan subsequent to the closure of MAZAMET – started in 2009 - 17 jobs recreated vs. 17 redundancies</li> <li>- Commitment to revitalize before end of 2015 the 16 redundancies consecutively to Cluses restructuring (2013)</li> </ul>

## 2014 audits and dissatisfactions of the stakeholders

### (corrective plan)

<b>Clients :</b>	<p>6 dissatisfactions via our questionnaire (about 240 contacts interviewed 4 times per year) sent quarterly to our key interlocutors (purchasing / quality / logistics): returns mainly focused on lack of flexibility and reactivity</p> <p>A meeting has been held on each site by the group managing director with each management team to confirm the importance of flexibility and responsiveness experienced by our customers, and to reposition them as the basis of our strategy. Several interlocutors of customers from METALIS were assessed on their ability and offered coaching as needed.</p> <p>The M-motion program integrates several modules and tools to further enhance our responsiveness (MPS, MSC ...): deployment planned in 2015 - <b>action in progress</b></p> <p>Any dissatisfaction is considered as non-conformity and is directly impacting the monthly bonus of the teams.</p>
<b>Collaborators :</b>	<p>Ensure compliance of the practices of our Chinese plant about social insurance, following an alert from an employee in 2013 – <b>closed action</b></p>
<b>Communities:</b>	<p>Inspection from CARSAT administration on the site of Pont-de-Roide revealing weaknesses in our management system for the prevention of risks related to temporary work - Actions plan for the plant and the group: creation of a connection file, new SSE instructions format to be posted on workstation with assessment after training ... – <b>closed action</b></p> <p>Exchanges with DREAL administration and the prefecture on administrative situations (ICPE) of Montbrison and Chaudfontaine plants - regularization our records after the update of the ICPE nomenclature dated January 2014 and following the new equipment integrated in these sites - <b>action in progress</b></p>
<b>Shareholders:</b>	Nothing to report
<b>Suppliers:</b>	Nothing to report

## Risks and expectations analysis of the stakeholders

### (preventive plan)

<b>Clients :</b>	Responsiveness and communication during the development process: a re-engineering of the monitoring of the industrializations of control mode has been initiated to provide a high-level of service and a high-level of communication – <b>action in progress</b>
<b>Suppliers:</b>	Lack of resources to ensure sustained monitoring of the relationships with our strategic suppliers: redeployment of purchasing process with appointment of a Group Purchasing Director - <b>action in progress</b>
<b>Shareholders:</b>	Nothing to report
<b>Collaborators:</b>	<p>Prevention of psychosocial risks: definition of a reference framework on the subject and training of managers and direction - <b>action in progress</b></p> <p>Prevention of staff turnover, with implementation of Career Development Plan for "key" employees - <b>action in progress</b>:</p> <ul style="list-style-type: none"><li>- Proposal to realize a personality test to key people (group)</li><li>- Interview with the Group Director of Human Resources</li><li>- Definition of individual development plans with their managers</li><li>- Deployment of the "GENERATION 2020" program</li></ul>
<b>Communities:</b>	New law "painfulness of work" in France - following prevention plans - <b>action done</b>

## 2015 improvement plan

2015 will be a year marked by deployment of "M-Motion" tools.

<b><i>Safety and health of our collaborators:</i></b>	<ul style="list-style-type: none"><li>- Continue risk prevention plans in accordance with occupational risks assessment and evaluation of chemicals</li><li>- Implement test campaigns for more resistant gloves</li><li>- Deploy "movements and postures" training on all sites</li></ul>
<b><i>Sustainable development and new economies:</i></b>	<ul style="list-style-type: none"><li>- Intensify automation projects for assembly and inspection stations, to improve working conditions</li><li>- Analyze the possibility of deploying financial tools for retention of key employees</li></ul>
<b><i>Development of the talents of the group:</i></b>	<ul style="list-style-type: none"><li>- Deploy "Generation 2020" program and other actions "key" people</li><li>- Continue the "exceptional manager" training to reach 80% of managers in 2017</li><li>- "M-Motion" program: continue the training of managers (and all staff on basics)</li></ul>
<b><i>Carbon footprint of our activities and control of our energy consumption:</i></b>	<ul style="list-style-type: none"><li>- Install door air curtains or automatic door at shipping area to limit the entry of cold air and insulation of workshops on various sites</li><li>- Install a timer on furnaces of Pont-de-Roide not they work continuously</li><li>- Organize an awareness of the carbon impact of business travel and work / home trips</li><li>- Install a variable power compressor on Montbrison</li><li>- Recover the hot air from the compressor to heat a workshop on Chaudefontaine plant</li><li>- Intensify hunting campaign of compressed air leaks on all sites</li></ul>
<b><i>Respect of environment by eco-design:</i></b>	<ul style="list-style-type: none"><li>- Install a rain collector for EDM machines in the future building of the Group Technical Center</li><li>- Pave the loading / unloading area in PUNE to limit the environmental impact of oil and possible chemical spills</li></ul>
<b><i>Eco-responsible purchases:</i></b>	<ul style="list-style-type: none"><li>- Promote suppliers engaged in social responsibility approach</li><li>- Encourage strategic suppliers to join the adventure of CSR</li></ul>

## 5 - Lexicon

- ADR: European Agreement relating to the international transport of Dangerous goods by Road
- AV: Added Value
- CETIM: French national technical center for the mechanical industry
- CSR: Corporate Social Responsibility
- HR: Human Resources
- ISO 9001: international standard of quality management
- ISO 14001: international standard of environmental management
- ISO 26000: international standard of voluntary application relating to the corporate social responsibility
- ISO/TS 16949: international standard of quality management in automotive industry
- MFQ: French Movement for Quality
- MPS : Metalis Production System - “bottom / up” management tool to control the standards in production and to treat effectively the gaps and irritants at their appearance place
- MSD: Musculo-Skeletal Disorders
- NK: Not Known - term used here when the indicators were non-existent at the defined date
- NEC: New Economies - for METALIS Group, it is today its sites in Poland, Slovakia, China and India
- OHSAS 18001: reference frame standard of health and safety management at work
- RFA: Reference Framework Audit - audit of the principles of the group, lead by the pilots of each process

# Appendix

---

## **ECOVADIS Evaluation Report January 2013**

## ECOVADIS assessment

On 2012, our customer SCHNEIDER has proposed a CSR assessment of our practices by EcoVadis. We accepted this approach, which was implemented in December 2012.

Any information relating to EcoVadis and this assessment is available on the website [www.ecovadis.com](http://www.ecovadis.com)

EcoVadis gave us a score of 6/10, recognizing our commitment to CSR level "advanced".

The advanced level corresponds to:

- a structured and proactive approach to CSR,
- commitments, policies and tangible actions on major issues,
- a basic report on the actions and performance indicators.

Beyond this classification, the comparison of our results with respect to 150 companies in our field also assessed by EcoVadis, places us among the 10% most advanced companies in terms of social responsibility.

The full report is attached to this document.

The strengths identified by EcoVadis in METALIS were:

- environmental management,
- health and safety of employees,
- respect for human rights.

Priority weaknesses identified by EcoVadis were:

- lack of monitoring indicators of non-compliant practices versus our charter of values, including business ethics,
- lack of follow-up of the CSR initiatives of our suppliers (lack of audit, assessment...)
- lack of reporting on issues per axis of "sustainable development" improvement with our suppliers (lack of follow-up of suppliers audits, lack of indicators ...)
- lack of training of our purchasing teams about sustainable development issues
- overall: a lack of actions in terms of sustainable procurement