

# United Nations Global Compact Communication on Progress (COP) 2020

Period covered: from January 2020 - to December 2020.

January, 13<sup>th</sup> 2021

To our stakeholders:

I am pleased to confirm that Minifaber S.p.a. reaffirms its support of the Ten Principles of the United Nations Global Compact in the areas of Human Rights, Labour, Environment and Anti-Corruption. We are committed to fulfilling our responsibilities towards future generations and particularly to our stakeholders in economic, environmental and social terms.

In this annual Communication on Progress, we describe our actions to continually improve the integration of the Global Compact and its principles into our business strategy, culture and daily operations. We also commit to share this information with our stakeholders using our primary channels of communication.

2020 was a year marred by the Covid-19 pandemic, therefore some results are affected and it was not possible to achieve some of the goals we had set. Even in this situation, I can affirm that Minifaber S.p.a. has managed to achieve very satisfactory results.

Sincerely yours,  
Raffaello Melocchi  
President



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## Human Rights Principles

*Business should support and respect the protection of internationally proclaimed human rights; and make sure that they are not complicit in human rights abuses.*

Respect for human rights and apprehension for individuals have always been key principles for Minifaber S.p.a. For these reasons, the company is strongly engaged in structured activities such as the protection of workers safety; the verification and consequent adjustment of structures, procedures, plants and machinery; the human risks reduction; the personal and professional growth of the employees.

Through dedicated spaces, the employees are free to report any problem could possible arise. Thanks to this, the management has the opportunity to maintain a constant verification of the absence of abuses, conflicts or any kind of problems.

In 2020 the company has completed the full course of preventive medical examinations and provided useful free services to employees such as vaccinations and assistance for annual taxation statement.

We invested in a new plant and new machinery that guarantee the best security standards and accessibility. The safety protection tools are periodically verified, tested and updated.

With specific simulations and exercises, the entire corporate population was made aware and trained about the risks and rules to be followed in case of fire.

Minifaber S.p.a. has a company legal affairs department to which even the employees can turn to.

The dialogue with the internal and external trade unions is constant, open and proficient.

Also for 2020, the top management team has provided important activities to consolidate “the spirit of Minifaber S.p.a.” and to protect the human rights.

### Results:

- All the employees have benefited of the rights of association and representation for meetings and trade union permissions for a total of nr.178 hours.
- **Given the particular situation due to the pandemic, the national health system could not provide the vaccines to pharmacies; Minifaber S.p.a. has however assured the full refund of the cost of the vaccine to those who made it.**
- Nr.55 employees have been assisted with the free service for the annual taxation statement. This year in a new online format.
- More than 20% of the workers have beneficiated from the changes to the lay-out of the company and the purchase of new equipment.
- Training = even if the same number of training courses were carried out, they have involved a +14% of workers (nr. 262 workers) and a +16% of training hours (for a total of 7.580 hours).
- “5S” methodology applied in all production plants and created a new **of 4 new employees dedicated to Product Industrialization.**

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## Labour principles

*Businesses should uphold the freedom of association and the effective recognition of the right to collective bargaining ; the elimination of all forms of forced and compulsory labour ; the effective abolition of child labour ; and the elimination of discrimination in respect of employment and occupation.*

Since its creation, Minifaber S.p.a. ensures its support for freedom of association and the right to bargain through dialogue between the parties and the opening, comparison and availability in the peaceful resolution of any issues that might arise.

There are periodic internal meetings with all staff or few delegates to ensure the diffusion of information, awareness and participation of all activities. Employees are free to write down their propositions and to “make their voice heard” in dedicated plant or office spaces.

Minifaber S.p.a. has always been extraneous concerning the practices related to forced and child labour and any form of discrimination, through the active commitment of the management and the continuous employees’ education.

The company aims high standards in the motivation and participation of workers through continuous verification of results and the elimination of internal difficulties.

### Results:

- In 2020 the number of employees increased by 20%.
- Statistics of employees:
  - 56% are men, while 44% are women.
  - The 7% belong to protected categories.
  - The 25% is foreign.
  - The average age is 41 years old.
  - The average age of service is 9 years.
- Annually, the senior management gives its Review and periodical risk analysis.
- In external audits we verify aspects related to the principles of protection of labour and people.
- Remote working has become an office work standard, involving 48 employees, 80% of the clerks.
- Company Vision based on the health and safety principles with a lot of actions and proposals concerning healthy style life and food education.
- Mitigation of risks thanks to their identification, analysis and improvement actions.
- Constant training of the operational expertise of all employees.
- Public recognition of good behavior and achievements.
- Free physiotherapist service for all employees, nr. 50 people have benefited.
- Free fruits service for all employees two times per week.
- Free dieticians and nutritionists service for nr.16 employees.
- Dedicated team for the WHP Project management.
- Sponsorship investments in charity and volunteering.





## Environmental Principles

*Businesses should support a precautionary approach to environmental challenges; undertake initiatives to promote greater environmental responsibility; and encourage the development and diffusion of environmentally friendly technology.*

Minifaber S.p.a. makes its activities respecting and protecting the environment. The risks related to the environmental aspects are carefully evaluated and appropriate actions are taken to contain the adverse effects and take advantage of opportunities for improvement.

With the aim of encouraging the development and diffusion of environmental friendly technologies, every year, high economic investments have turned to plant in equipment to reduce the consumption of resources and to improve the environmental impact.

The company has the Environmental System Management certified to the ISO14001 standards.

In 2020, we replaced few old machines with new “environmental friendly and efficient” ones; in the future we will achieve significant results in terms of a low energy consumption and a better quality of workplace.

The waste management is strictly regulated and managed by specialized companies. Scraps and emissions are regularly checked and maintained under control.

All the employees, the customers and the suppliers are constantly involved and become an active part within the rules and protecting the environment.

In 2020 we reduced the general consumptions of energy, water and natural gas.

### Results:

- We increased the recycling and disposal activities.
- We have set up a proper disposal for Covid-19 wastes.
- We have a team of people dedicated to safety at work, including a new Safety Manager.
- In collaboration with customers and suppliers, we increased the items managed by an electronic stock management system.
- Transports and wastes reductions achieved through staff detachment and suppliers' collaboration.
- 54% reduction of water consumption.
- 3,5% reduction of gas consumption.
- 3% reduction of metal scraps.
- We increased by 50% the consumption of energy produced with solar panels.
- We fixed dedicated projects for reusable boxes.
- Company participation in the WHP project (Workplace Health Promotion) of Regione Lombardia Italy to improve awareness and safeguard the employees' health through promotion of numerous activities (an healthy diet, physical activities, personal and social welfare, road safety, sustainable mobility, combating against addictions -smoking, alcohol, drugs and gambling-, etc...).

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## Anti-Corruption Principles

*Businesses should work against corruption in all its forms, including extortion and bribery.*

Minifaber S.p.a. has always been extraneous and rejects all forms of bribery and extortion and is committed to promoting, internally and with its customers and suppliers, the culture of compliance and honesty.

All staff at all levels is aware of and attentive to prevent events or activities which may have, even indirectly, corruptive, immoral or dishonest consequences.

As internal company policy, the free gifts that suppliers offer to employees on several occasions are destined to the corporate community.

In accordance with the customers, the company does not deliver gifts but spend large sum of money for charity and solidarity initiatives.

### Results:

There are no disputes, reports, alerts or issues related to bribes and extortions.

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