

---

Drawn up by DRU

Last revision 20.06.2024

---

Approved by CEO

Distribution Internal and Website

## GENDER EQUALITY POLICY

---

Every person at Cieffe, in their daily actions, is required to be committed to, with consistency and transparency, while putting into practice the values and contents of the Code of Ethics as well as the principles set out in this Policy, to respecting, promoting and appreciating diversity and to constantly acting on its maximum inclusion.

In Cieffe we make every effort to create a work environment in which we are proud to work. We believe that the development of a cultural model that promotes gender equality is a driver in business development. Therefore, we intend to ensure gender equality through concrete actions that are genuinely appreciated by Cieffe resources.

We pursue this path through:

- Selection and recruitment
- Career management
- Salary parity
- Parenting and caring
- Work-life balance
- Abuse and harassment prevention

Each point expresses the principles by which we are guided and we have associated specific, measurable equality goals contained in the strategic plan.

Specifically:

- We implement HR processes regarding the different stages that characterise the life cycle of a resource in the organisation based on principles of inclusion and respect for diversity.
- We foster opportunities for women's growth and inclusion in the company by improving the organisation's ability to create gender-neutral access to and acceleration of internal career and growth paths.
- We ensure gender pay parity by implementing processes for balancing remuneration.
- We protect parenting and work-life balance by implementing policies to support staff in their parenting and caregiver activities.

- We are committed to supporting employees during and after long periods of absence from work, avoiding any discrimination during and after the leave, allowing them to stay in contact with Cieffe during said period, and facilitating reintegration at the end.
- We recognise the full enjoyment of the right to maternity/paternity leave by encouraging especially the application for paternity leave. We protect and ensure the maintenance of working conditions prior to leave, supporting the worker in the reintegration phase with specific support activities.
- We develop concrete actions to improve the work-life balance of employees at all stages of a person's personal and professional life by adopting flexible work arrangements (e.g., smart working) that are non-penalising and time compatible with goals. Work activities are arranged only during the scheduled working hours, ensuring and allowing everyone's participation without exceeding the scheduled working hours.
- We prevent abuse and harassment by training resources on how to recognise and handle gender-based abuse and harassment, also by providing an anonymous reporting channel.

Each Manager is responsible for acting as an example with respect to the principles of equality contained in this document and actively disseminating them both internally and externally. That being said, Managers are required to take action when faced with violations of the above principles, including drawing on the support of Cieffe's Human Resources function.

Cieffe adopts an indicator monitoring system to ensure that gender equality is properly managed. The KPI dashboard contains key performance indicators that provide a representation of the business population.

**Cieffe S.r.l.**