

# INCAS

## Policy for the Quality – Environment – Safety - Social Responsibility and Traceability of leather

Conceria INCAS has historically always been defined by a commitment to product quality and its strong awareness of environmental, ethical, and social issues.

The high degree of specialisation achieved in thirty-five years of experience accumulated in the vegetable tanning process means that today tradition and innovation can be combined to produce top-of-the-range products while efficiently using resources, controlling/reducing our environmental impact and focusing on the safety, and social and ethical aspects of our work.

The numerous certifications obtained over the years bear witness to this: ISO 9001, Leather40075 process certification, product certification, ISO 14001, Emas registration, LWG, “Made in Italy” certification of origin, UNIC Code of Conduct and Social Responsibility, Icec TS-SC410 (up to arrival at the tannery) and ICEC TS-PC412 hide traceability (up to shipping to client), ISO 45001, UNI11427 “eco-leather” for articles in the Leather40075 “Leather for earth” family and SA8000.

Maintaining a focus on quality is an everyday commitment across the entire INCAS organization and based on specific values:

### PRAGMATISM, INNOVATIVE TRADITION, RESEARCH, RECOVERY, SUSTAINABILITY

In an increasingly challenging and competitive market, INCAS aims to establish a strong and clearly identifiable ‘personality’ that serves as a reference for external stakeholders (customers, suppliers, etc.) and internal stakeholders (workers, professional figures, etc.) who are then invited to share this spirit by working with Management to:

- Implement and continuously update risk and opportunity management strategies in response to changes in context, and stakeholder demands and expectations, whilst ensuring that these strategies address product and process conformity, stakeholder needs, customer satisfaction, and compliance with environmental, health, safety, and social responsibility standards, additionally aligning them with broader corporate protection objectives and related compliance obligations;
- Ensure careful monitoring of every stage of product creation so that the end product possesses the high quality standards established by the Conceria and customer requirements in compliance with current regulations;
- Guarantee prompt delivery and the stated product performance, working with maximum flexibility to meet specific and customised requests;
- Proactively collaborate in initiatives and projects promoted by the Luxury Market customer base (e.g. ZDHC Project - Zero Discharge of Hazardous Chemicals) aimed at increasing customer loyalty in this highly competitive market niche;
- Ensure transparency and clarity when communicating with customers and consumers, including supervisory authorities, about the environmental aspects of the Conceria’s activities and products, through an annually updated Environmental Declaration and product life cycle assessment (LCA);
- Uphold the principles of transparency, fairness, and good faith in interactions with institutions, customers, suppliers, competitors, and trade associations, avoiding dishonest practices that breach the Code of Conduct and Social Responsibility commitments, and specifically, undertaking to refrain from illegal activities such as extortion, fraud, abuse of office, corruption, undue favouritism, and collusive behaviour;

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- Ensure full compliance with all the mandatory requirements, standards and regulations that apply to issues related to the environment, social responsibility and the company's products, as well as labour and occupational health and safety legislation, including, in particular, the Workers' Statute and the National Collective Labour Agreement;
- Pursue a sustainable development model in economic, social and environmental terms;
- Assess any planned changes in advance to the company's activities, products or processes, identifying any related risks and opportunities in terms of quality, the environment and social and occupational health and safety aspects;
- Implement the principles of traceability of raw materials applied along the entire supply chain in order to guarantee transparency, quality, visibility, traceability and competitiveness of the activities carried out;
- Continuously update and improve the operating procedures of the Integrated Management system, with a particular focus on emergency procedures.

## WITH THIS IN MIND, MANAGEMENT UNDERTAKES TO

- Provide the human, financial and structural resources to meet the requirements of the Integrated Management System, thus enabling its effective operation and ongoing improvement;
- Prioritise compliance with legal requirements concerning the environment, occupational health and safety and social responsibility;
- Promote information, education and training initiatives for staff and anyone working on behalf of the Conceria, in order to guarantee product quality and encourage socially and environmentally correct behaviour in line with the Policy guidelines;
- Consult and encourage the participation of workers and their representatives on the monitoring and improvement of activities and aspects related to the integrated management system;
- Verify the absence of child, forced, compulsory, discriminated, unsafe or otherwise unprotected labour, both within Conceria INCAS and in the Conceria's supply chain;
- Maintain an open and transparent dialogue with external stakeholders, including authorities and control bodies;
- Guarantee the right of workers to form, join, and organise trade unions of their choice, and to bargain collectively with the Conceria;
- Periodically review the environmental, occupational health and safety and social responsibility goals and targets, as well as the relevance of this policy;
- Safeguard the promotion of workers' freedom of association and the right to collective bargaining;
- Continuously assess and monitor the effectiveness of the system, i.e. process and product performance related to the environment, occupational safety and social responsibility;
- Promote information, education, and training initiatives for staff and anyone working on behalf of Conceria INCAS, in order to foster correct and proactive behaviour on environmental, social, and occupational health and safety issues;
- Comply with the principles of all international instruments indicated in section II of the SA8000:2014 standard;
- Treat all staff with dignity and respect, implementing any disciplinary measures pursuant to the law and according to the Tanning Sector Collective Labour Agreement;
- Respect applicable laws, collective bargaining and industry standards on work time, leave and public holidays;
- Ensure that wages and overtime payments are in agreement and in line with the provisions established by law and the Tanning Sector Collective Labour Agreement;
- Ensure that the "Sistema Conceria" (Tanning System) maintains an ongoing status of self-assessment and self-correction

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- Set tangible improvement goals, to be reviewed periodically, aimed specifically at:
  - ✓ *promoting all the company's resources by developing 'frugal' interior design exhibition spaces, where the past merges with the present ('the luxury of/in the past')*
  - ✓ *maintaining the Atelier salon as a sales promotional space, where customers can meet by appointment, to display not only production articles (in continuous quality evolution) but also to propose 'concept articles' on which to work jointly with the staff of the most important brands to provide customised and exclusive articles on a seasonal basis*
  - ✓ *fostering a process of ongoing professional training and awareness-raising among workers on three fronts: Quality-Environment-Safety-Social Responsibility*
  - ✓ *guiding the development activities of new articles and processes also according to principles of eco-compatibility and sustainability, while enhancing the 'green aspects' of production*
  - ✓ *preventing, reducing and eliminating environmental pollution, with particular attention to waste water, atmospheric emissions of pollutants and GHGs, waste, use of hazardous chemicals and consumption of resources (water, energy, chemicals), favouring the use of renewable resources and production process circularity*
  - ✓ *safeguarding and prioritising the physical and moral health and safety of staff, seeking to prevent, eliminate and, where not possible, reduce OSH risks, encouraging the detection of near misses as far as possible, in order to prevent accidents, occupational injuries, intimidating acts and the occurrence of occupational diseases, in order to ensure a serene and stimulating working environment*
  - ✓ *collecting evidence on the origin of incoming hides (information, where available, from farms) in accordance with the requirements of Technical Specification TS\_SC410, ensuring traceability checks up to the Finished Stock according to Technical Specification TS\_SC412*
  - ✓ *handling any emergencies quickly and effectively during work activities;*
  - ✓ *encouraging cooperation and coordination between the company's various resources as well as with suppliers and contractors, where applicable;*
  - ✓ *preventing risks to the health of workers, end consumers and the environment related to the use of hazardous chemicals, ensuring full compliance with mandatory requirements (EC Reg. No. 1907/2006 REACH, EC Reg. 2019/1021/EU POPs, Reg. 528/2012/EU Biocidal products, etc.). This commitment has recently led to the launch of the 'Supplier To Zero' route, aimed at eliminating the impacts of chemicals on all environmental matrices.*

Lastly, this Policy is completed by the goals and milestones that are periodically planned by the top management team and communicated to the company's staff and anyone who requests them, specified in detail and managed through the Improvement Activities plan.

Castelfranco di Sotto (Pisa), on **18.12.2023**

The President

**Conceria INCAS SpA**

