

Rev.	Data	Description
02	01.09.21	Integrated Policy

Approved

STRATEGIC POLICY

The primary objective of Selcom S.r.l. is the complete satisfaction of the Customer.

Given the constant technological evolution and the continuous demand from the market, being selected, and appreciated by its customers mean excelling in efficiency, quality, competitiveness, product reliability, performance, brand image, and safety.

To pursue the elements of the Integrated Policy listed below, the General Management has appointed the RSGI Manager to ensure that the Integrated Quality/Safety/Environment Management System of Selcom S.r.l. has implemented and maintained in compliance with the regulations it refers to. The RSGI manager's task is also reporting to the Company's Management about the progress of the Quality System allowing an adequate and complete review of it and proposing new objectives for improvement.

The main objective at Selcom S.r.l. is the achievement of excellence as a key to continuity and growth. This goal can only be achieved by the full stakeholders' commitment.

As in the past years, the awareness that Selcom Srl can fully achieve the objectives set in this Policy and the level of Quality Excellence required by the market, derives from the company's organization strengths that the Management intend to recognize to all Employees as a praise for their constant and qualified professional commitment, human endeavor, and ethical attitude:

1. The Human Resources' competence and commitment, their tenacity in pursuing results and in seeking best solutions.
2. The ability to make Selcom known as a capable, reliable company that can be trusted for its high robust values.
3. The commitment of the Management is to:
 - a. Support, organize and plan staff training,
 - b. Enhance teamwork,
 - c. Strengthen the culture devoted to quality and therefore preventing defects and continuous improvement.
 - d. Maintain a suitable work environment for adequate employees' duties execution.
 - e. Reinforce collaborative relationship with Customers, Suppliers and Partners.

Therefore, all the interested parties operating in the company are asked to commit themselves and provide their best accurate contribution to research:

- **Conformity of the product supplied**
 - Using suitable raw materials, and storing them to prevent their deterioration
 - Maintaining production facilities and equipment
 - Operating with competence and professionalism
 - Preparing and implementing controls and measurements with adequate instruments
 - Controlling the storage of finished products.
- **Compliance with delivery times**
 - Effective communication with customers
 - Planning production according to customer's needs, as per their indication
 - Assigning product manufacturing to skilled and experienced personnel
 - Organizing products shipments in accordance with the agreed lead times.
- **Compliance with safety requirements**
 - Identifying the applicable legal requirements and their updates
 - Assessing in advance and identifying periodically risks related to products, activities, services
 - Implementing necessary control measures to prevent and limit injury risks and accidents on people during working time or on company's visitors.
 - Periodically consulting with workers' safety representative informing and training all employees.
 - Maintaining the efficiency of machinery/equipment to ensure the users' safety.
- **Environmental protection and pollution prevention**
 - Identifying the applicable legal requirements and their updates, based on the run activity and the location of the industrial settlement.
 - Documenting any further agreed commitment with the Interested Parties (Customer, representatives of other neighboring settlements, local, regional, national institutions), and establishing actions to ensure compliance with them
 - Monitoring continuously the energy resources consumption to detect any anomalies that could lead to waste hence to negative performance.
 - Investing in capital assets for the acquisition of state-of-the-art technology for manufacturing and best available solutions compatibly with financial resources and production needs
 - Conducting periodical checks on production efficiency and related accessories (filters, detectors, etc.)
 - Reducing production waste and focusing on the recovery / recycling of production scraps
 - Informing and involving if needed, suppliers of products and services that may have an impact on the overall environmental performance of the organization.
 - Maintaining the efficiency of machinery/equipment to limit their impact on the environment.

- **Development on the Territory**
 - Offering job opportunities to the local community
 - Transmitting positive values to the employees: to meet customer expectations, teamworking, operating safely, respect of the environment and prevent pollution.
 - Setting an example of sustainable development.
- **Continuous improvement**
 - Defining, pursuing, and monitoring measurable periodic targets related to business performance in terms of effectiveness, efficiency, and environmental impact, that are more and more ambitious
 - Defining procedures that allow the achievement of the performance levels set by the Company Management, periodically defined in the Management Review, and kept under control by specific indicators
 - Involving staff in the process of achieving these goals
 - Using non-conformities as a starting point to improve through possible corrective actions
 - Trying to raise the level of customer satisfaction
 - Designing and managing changes to activities, or processes to minimize the associated risks
 - Ensuring business continuity thanks to operating profits resulting from prudent administrative management
 - Defining improvement plans in the field of safety and environmental protection, including pollution prevention.
 - Embrace a sustainable approach by increasing the drive for innovation, enhancing the reuse and recovery of production waste, stimulating positively the supply chain

The primary business objectives are to:

<i>Elements Policy</i>	<i>Objectives</i>	<i>Indicators</i>	<i>Improvements</i>
Supply products, processes and services that meet the customers' needs and expectations, in compliance with the requirements imposed by current legislation.	Meeting customer expectations	Degree of customer satisfaction	Increased customer satisfaction.
Ensure work execution on time	Improve the time of realization of the product / service	Average product speed LM/hour	The emerging data must be constant or > than the period previously analyzed.
Increase product quality by implementing tests and controls during all phases of the manufacturing process and service implementation.	Improve the production quality of the product	Non-conformity in production % NC/LM Total	Reduction of internal non-conformities.
Involvement of all staff in all activities promoted by the Organization.	Raise, within the organization, the "Culture of Quality / Environment and OSH"	Number of trainings for the employees related to the SGI	Reduction of the number of trainings required for the employees
Dissemination of trainings (internal and external) at all levels.	Ensure adequate training and improve the knowledge of all employees according to the task performed	Insufficient number of skills per employee	Skills improvement acquired by each employee by reducing the number of insufficient ones.
Adopt the Integrated Management System, in accordance with UNI EN ISO 9001:2015, UNI EN ISO 14001:2015 and UNI EN ISO 45001:2018	Maintenance and implementation of the Integrated Management System	Nr. of Non-Conformities, Observations and/or Recommendations during Certification Body Audits and Internal Audits and, Legislative Compliance	Reduction of Observations, Non-Conformities and/or Recommendations of the Certification Body and internal audits.

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<i>Elements Policy</i>	<i>Objectives</i>	<i>Indicators</i>	<i>Improvements</i>
Maintain the non-existence of accidents at work by promoting safety policy.	No injuries at work by increasing the perception of safety within the production areas	INAIL indicators. Number of injuries at work and number of devices that help to prevent them	Decrease the number of injuries by increasing the devices/measures that help to prevent them.
Mitigate environmental impacts by promoting environmental protection policy.	Use of renewable energy sources, reduction of waste production, optimization of yields, selection of suppliers	Balance of electricity produced and consumed Quantity of waste produced and material suitable for recycling and recovery. Selection of suppliers / products certified in the environmental field.	Adopt systems / materials and technologies to reduce environmental impacts
Achieve operating profits while maintaining constant technological evolution.	Increase operating profits by ensuring the company a high technology level in Europe	Decrease costs in general, increase turnover and enlarge portfolio of advanced items	Increase profit percentage on turnover considering investments that ensure adequate technological evolution.

This declaration of intent is made available in the company by displaying it on the bulletin board for the Employees, and transmitted to all suppliers, and to interested parties who require it.

The continued validity of the Policy is periodically updated, during annually reviews. The issued revisions will be made available to the interested parties.

Fregona, 01/09/2021

 The General Manager of
 SELCOM SRL-a socio unico

