D&I AND GENDER EQUALITY POLICY

The companies **Ascom Parma Confcommercio Imprese per l'Italia**, **Seacom S.r.l.**, **Parma Incoming S.r.l.**, **Laborsalute S.r.l.** and **S.T.S. – Technical Support Centre – S.r.l.** (hereinafter collectively referred to as 'Confcommercio Parma') firmly believe in the value of human resources as an essential factor in achieving the highest quality of its services. The men and women on our staff are our true, priceless asset, bringing with them a wealth of experience, passion and expertise. For this reason, we are fully committed to creating a workplace where everyone is proud to work and to offering everyone, without exception, opportunities for professional development, as well as a stimulating and rewarding environment.

We reject all forms of discrimination, starting with the recruitment process and extending to pay management, access to training, career opportunities and every other scope. We actively promote freedom of expression and are constantly committed to combating prejudice and behaviour, whether conscious or unconscious (unconscious bias), which is often deeply rooted in individual and collective culture.

We firmly believe that the values of diversity and inclusion — including equal treatment of men and women — are fundamental to creating a fair and diverse work environment that fully harnesses and enhances the talent of every individual.

With this in mind, and in full respect of the principle of equality amongst all individuals, we promote inclusive behaviour and language that encourage everyone to express themselves and recognise the value of differences. We reject all forms of discrimination based on age, gender, sexual orientation, health status, ethnic origin, nationality, political views or religious beliefs of our employees and contract workers.

With the active involvement of everyone at Confcommercio Parma, we aim to tackle the inequalities inherent in systems, policies and processes. Our aim is to foster a shared culture based on common values, by promoting an 'open-door' policy that encourages dialogue and discussion. In this way

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We aim to make more inclusive decisions, taking into account everyone's views and suggestions, as well as the needs of the most vulnerable groups.

POLICY RECIPIENTS

This policy is addressed to all stakeholders of Confcommercio Parma – including employees, contract workers, companies, suppliers, providers, the Public Administration – with the aim of proving, through social responsibility, a role model for future generations and for all those with whom Confcommercio Parma interacts, both now and in the future.

Aware that we are part of a wider social and economic system, we believe that only a collective commitment can bring about real progress. For this reason, we actively promote a culture of inclusion and non-discrimination through information and training initiatives, and we are committed to communicating transparently — both within and outside the organisation — our will to value diversity and to pursue gender equality, with a particular focus on empowering women.

INTERNAL POLICIES

Confcommercio Parma is committed to actively promoting tangible changes in its internal policies and procedures, grounding them in the centrality and dignity of the individual. These new standards are designed to recognise diversity, govern effectively and act responsibly, whilst also promoting inclusive communication, with the overarching aim of supporting and defending Diversity and Inclusion (D&I).
Against this backdrop, Confcommercio Parma is working to achieve the goals of the UN 2030 Agenda and, more generally, to align itself with the policies on inclusivity pursued by our Country and the European Union. Specific mention is made of Goals 5 (Gender Equality), 8 (Decent Work and Economic Growth) and 10 (Reducing Inequalities).



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To this end, with regard to gender equality, we have adopted specific policies which we implement on a daily basis within the company. Specifically, the regard the following topics:

- Inclusive employment;
- Enhancing and empowering the Individual;
- Parenthood;
- Work-life balance;
- Prevention of abuse and harassment;
- Training and awareness-raising.

Selection and recruitment

Confcommercio Parma is taking appropriate measures to ensure a work – and indeed social – environment informed by the principles of respect and inclusivity. To this end, we ensure that everyone has equal access to the organisation's work environment and to career progression, whilst promoting and encouraging the coexistence of differences and a sense of belonging for everyone.

To encourage and facilitate the creation of a workplace that is as safe and inclusive as possible, Confcommercio Parma enhances diversity and combats all forms of discrimination, stereotyping and prejudice, with the aim of reducing any situations that may cause difficulty or distress. To this end, we are committed to providing training for the business functions involved in recruitment processes on inclusion and on biases – including gender bias – which could potentially have a negative impact on the selection processes.

Precisely to avoid any form of discrimination, particularly unintentional discrimination, Confcommercio Parma has adopted specific internal regulations to be followed by all Functions concerned.

Enhancing and empowering the individual

Confcommercio Parma recognises the importance of every single individual, whilst also acknowledging the importance of the work done and professional contributions made by each one of them within the organisation. Confcommercio Parma is committed to enhancing individual performance , without discrimination of any kind. Therefore, we recognise the distinctive characteristics that define each individual resource, safeguarding them, supporting them and highlighting them,

viewing them as added value, as well as essential elements for the continuous improvement of the work environment.

This is why we implement performance assessment processes and systems that encourage ongoing dialogue between line managers and their teams, creating development plans free from any gender discrimination and rooted in a culture of meritocracy. Periodic pay adjustments, incentive processes and schemes are linked to the recognition of the responsibilities assigned, the performances achieved and the quality of the professional contribution made, taking into account the context and applicable market benchmarks for similar positions or roles of a comparable level in terms of responsibility and complexity.

In any case, Confcommercio Parma ensures fair pay for equal work and is committed to resolving any unjustified anomalies or pay gaps.

In this context, Confcommercio Parma ensures that everyone has equal representation, career paths and opportunities for growth, promoting relationships of equals and equal opportunities in the development of individual skills, talents and aptitudes.

Parenthood

We ensure that every employee has access to parental leave and to childcare and caregiver options, without placing any obstacles in the way of parenthood, but by supporting motherhood and fatherhood through initiatives designed to meet the needs of those who, due to their parental circumstances, must balance their work commitments with the new responsibilities that have arisen. In particular, recognising the importance of a fair balance between work at Confcommercio Parma and family commitments, we support and encourage the taking of parental leave so that all potential beneficiaries within the organisation can make use of it.

Work-life balance

We are committed to ensuring that all employees have the opportunity to strike a balance between their work responsibilities and their personal life, through a balance that takes

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into account the objectives of the department in which they work and, at the same time, their specific personal needs as well as, more generally, their physical and mental wellbeing. The work-life balance measures apply to all Staff.

Prevention of abuse and harassment

We ensure the prevention of sexual, verbal and psychological harassment in the workplace through a specific programme designed to raise awareness of gender-based violence, which helps people understand the issues and guides them in their day-to-day behaviour. Confcommercio Parma does not tolerate any form of violence, harassment or abuse in the workplace, as this is contrary to its values and principles of conduct.

With regard to the prevention and handling of abusive behaviour, Confcommercio Parma – with a view to upholding the responsibility of individuals in achieving the common goal – has put in place secure mechanisms for reporting and managing any instances of abusive behaviour that jeopardise the pursuit of inclusion and gender equality.

Training and awareness-raising

Confcommercio Parma is aware of the importance of fostering a culture of kindness, understood as a constant focus on listening and on polite, neutral communication, aimed at preventing any potential gender bias and/or the use of non-inclusive language. To this end, in addition to the organisation's ongoing efforts to raise Staff awareness of D&I and gender equality matters, we aim to provide all our Staff with training on these topics, with the primary purpose of eliminating any form of prejudice, even unintentional, thus creating a workplace where everyone can feel protected and valued.

Establishment of a Gender Equality Steering Committee

Confcommercio Parma has put in place a management system designed to monitor the effective implementation of its D&I and Gender Equality policies, and to record any breaches of the Policies and procedures adopted by Confcommercio Parma on the matters in question.

To ensure actual and effective implementation of the principles and rules laid down by our D&I and Gender Equality Policies, the member companies of Confcommercio Parma have set up a body (known as the (Gender Equality Steering Committee), which provides practical support to each of them in their work to implement and monitor policies.

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This policy is published on the Confcommercio Parma website and is also communicated and disseminated within the organisation, in the interests of transparency and collaboration.

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CEO



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