

## INTEGRATED POLICY

### ON QUALITY, ENVIRONMENT, ENERGY AND WORKPLACE HEALTH AND SAFETY

This Policy is prepared by top management and implemented by Facility Management and the Organisational Areas relevant in terms of responsibilities and positions, all of which are committed to implementing it, keeping it up to date and disseminating it to all personnel, making it available to the public and anyone who requests it.

The Burgo Group is one of the largest European manufacturers and distributors of graphic paper, *specialty paper* and paper for the packaging sector. Aware of its position and responsibilities with regards to the community and the area in which it works, it believes sustainable development of its business is a requirement: the quality of its processes and customer satisfaction, environmental protection and the fight against climate change, energy efficiency, health and safety and the involvement of all of its contractors and other interested parties.

To maintain and strengthen its market position and protect the interests of its shareholders, customers, workers and the environment, the Organisation believes it is essential to actively implement its Integrated Management System for the environment, quality, energy and worker health safety, based on the following fundamental requirements:

- compatibility with the environment in which it works, protection of personnel and the population from adverse environmental effects;
- prevention of and protection, for employees and other interested parties, against workplace health and safety risks they may be exposed to;
- compliance with current legislation and with any other provisions laid down in relation to environmental impact factors, with special attention paid to efficient use of energy resources and/or workplace health and safety risks identified, as well as all voluntary regulations to which the Organisation adheres;
- clear definition and communication, to the entire Organisation, of responsibilities and roles in management of quality, environmental protection, energy resources and workplace health and safety;
- a focus on continuous improvement with reference to quality and environmental performance, as well as prevention for workplace health and safety, through risk and opportunity analysis and defining actions to achieve objectives, while maintaining the efficiency of the management system established;
- improvement of the level and consistent quality of products and services supplied, through effective control over production processes, as well as relationships with suppliers and customers, by strengthening technical assistance and constantly searching for advanced technological solutions, in order to ensure deliveries are reliable and punctual, and to quickly react to market needs;
- the Organisation's commitment to ensure all human resources are active in avoiding and identifying critical situations, through training, communication and involvement, based on their individual responsibilities and skills, for aspects associated with quality, the environment, energy and workplace health and safety;
- the availability of the necessary human, technical/instrumental and economic resources.

All of the above translates, annually, into specific improvement objectives and targets managed in the context of the Integrated Management System, achieved in compliance with the requirements of the EMAS Regulation, and ISO 9001, ISO 14001, ISO 50001 and ISO 45001.

**Guiding Principles**

**a. Products, Processes, Technologies and Management of resources**

We develop and manufacture products, paying attention to quality, minimising environmental impacts, maximising energy efficiency, and prevention injury and occupational diseases for all Interested Parties.

We implement new activities, processes and systems after assessing risk factors and the associated environmental, energy and workplace health and safety problems.

We use the best available technologies, including products and services with a high-level of energy efficiency that are economically accessible. When designing and/or installing new plant components, we hold it fundamental and undertake to improve safety, environmental and energy performance in the area affected by the project.

We are committed to careful management of energy and water and to optimising the use of natural resources and raw materials.

**b. Minimisation of environmental impact and workplace health and safety risks**

We are committed to assessing, monitoring, eliminating and reducing the impacts of our activities on the various elements of the environment and workplace health and safety, taking into account the nature and the dimensions of the environmental impact, our significant use of energy and the risks identified.

**c. Training, Involvement and Consultation**

We plan and carry out training to ensure personnel are educated, trained and aware of how to safely and responsibly carry out and monitor their tasks (raising of awareness to avoid dangerous behaviour also applies to external personnel who work for the Burgo Group at its sites).

To encourage the involvement and participation of all Workers, periodic informational meetings are planned and held, supported by appropriate communication tools. In addition, procedures are implemented that ensure Workers participate and are consulted, also through their Representatives.

**d. Suppliers**

Suppliers are involved in relation to improvement goals with reference to environmental protection, energy resources and workplace health and safety, correlated with the products and/or services required.

With reference to fibrous raw materials procured, suppliers who have sustainable forest management certifications are preferred, to ensure a health forest ecosystem is maintained and improved.

We are committed to evaluating purchases of products and equipment that may have an impact on significant energy usage in part based on the energy performance of the item in question, informing suppliers of the same.

**e. Emergencies**

To respond to potential accidents and other unforeseen events, appropriate emergency procedures are in place. In these the emphasis is on the concept of prevention through analysing the risks and adopting adequate measures to contain their effects. These measures are re-examined and modified in response to events recorded and/or in the case of the development of new activities, products and processes.

**f. Information and Communication**

We systematically inform personnel about environmental aspects, significant energy use and workplace health and safety risks associated with the activities carried out, to ensure they understand the implications of their positions and actions at work. We are committed to pursuing open and constructive dialogue with all Interested Parties, ensuring data and information is transparent and reliable.

When applicable, the Environmental Declaration is made available together with its updates, in order to transparently communicate results obtained and new goals to be achieved. This is also done through the annual preparation of a Sustainability Report.

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