## AVAИTI2

### **AVANTI 2 SRL**

### **ETHICAL CODE**

Revision	Date of review	edit	Pages
number			
0	06/11/2024	First issue	all

*Sede Operativa:* Via Uguccione Da Pisa 2 20145 Milano P.IVA: 10107060963 C.F.: 10107060963 CCIAA di Milano N.Mi - 2505766 Cap.soc. € 39.000,00 i.v.

# AVAИTI2

#### CODE OF CONDUCT

#### Principles of Conduct for Organisation, Personnel and Criteria of Conduct:

The principles set out below are considered fundamental, and the company AVANTI2 SRL undertakes to respect them in relation to everyone.

These principles must be known and respected by all persons, internal and external, who have relations of any kind with the company.

The company AVANTI2 SRL operates in strict compliance with the law and ensures that all personnel act accordingly: people must behave in accordance with the law, whatever the context and whatever the activities carried out.

This commitment must also apply to consultants, suppliers, customers and anyone who has dealings with the company.

AVANTI2 SRL is committed to providing quality services and to competing on the market according to principles of fair free competition and transparency, maintaining fair relations with third party companies.

AVANTI2 SRL avoids any discrimination on the basis of age, gender, sexuality, state of health, race, nationality, political opinions and religious beliefs of its interlocutors.

The same criterion is adopted in the choice of recruitment or staff relations.

Staff are hired under regular employment contracts or legally permissible contracts; no irregular employment is tolerated.

Human resources management is based on respect for the personality and professionalism of each person, guaranteeing their physical and moral integrity: personnel must always behave respectfully towards the people they come into contact with, on behalf of the company, treating everyone fairly and with dignity.

AVANTI2 SRL rejects all forms of forced labour, or labour performed by minors, and does not tolerate the violation of human rights.

In the management of contractual relationships involving the establishment of hierarchical relations, AVANTI2 SRL is committed to ensuring that authority is exercised with fairness and correctness and that all forms of abuse are avoided.

These values must also be safeguarded in every way in the choices concerning the organisation of work.

The company safeguards workers from acts of psychological violence and opposes any discriminatory attitude or behaviour, or that may upset people's sensitivities.

AVANTI2 SRL intends to conduct its business in a socially responsible and environmentally sustainable manner.

The assessment of staff to be recruited is carried out on the basis of the correspondence of the candidates' profiles with those expected and with the company's needs, in compliance with equal opportunities for all those concerned, and in compliance with the regulations in force.

The information requested is strictly related to the verification of the aspects envisaged by the professional and psycho-aptitude profile, respecting the candidate's privacy and opinions.

The company adopts, in its selection activities, appropriate measures to avoid favouritism and facilitation..

AVANTI2 SRL is committed to providing a working environment capable of protecting the health and safety of its staff, and is committed to disseminating and consolidating a safety culture, developing risk awareness and promoting responsible behaviour by all persons.

AVANTI2 SRL also works to preserve, especially through preventive actions, the health and safety of its workers, collaborators and third parties.

# AVAИTI2

All persons must comply with the internal rules and procedures on risk prevention and health and safety protection, and promptly report any shortcomings or non-compliance with the applicable rules.

In particular, AVANTI2 SRL provides the following information criteria on how to behave with regard to safety at work:

1-avoid risks

2-evaluate risks that cannot be avoided;

3-combat risks at source.

AVANTI2 SRL collects and processes personal data of customers, collaborators and employees and other individuals and legal entities. This data consists of any information that serves to identify, directly or indirectly, a person and may include sensitive data, such as those revealing ethnic or racial origin, and/or state of health.

AVANTI2 SRL undertakes to process such data within the limits of and in accordance with the provisions of current privacy legislation, with specific reference to the GDPR 679/2016 ('Privacy Code') and its annexes, as well as the requirements of the Garante for the protection of personal data.

Company personnel who find themselves, as part of their work duties, dealing with data, whether sensitive or not, must always proceed in compliance with the aforementioned regulations.

Information on counterparts is processed by AVANTI2 SRL in compliance with the confidentiality of the persons concerned.

Each person performs his or her work and services with diligence, efficiency and fairness, using the tools and time at his or her disposal to the best of his or her ability, and assuming the responsibilities associated with performance.

Persons are expected to be loyal to the company.

Within the scope of their work, persons are required to know and diligently comply with the organisational model and the laws in force. Under no circumstances may the pursuit of AVANTI2 SRL's interest justify conduct that is not honest or respectful of the laws.

Personnel shall not use for personal purposes - except within authorised limits - information, goods and equipment, which they have at their disposal in the performance of the function or task assigned to them.

Each person shall not accept, nor make, for him/herself or for others, pressures, recommendations or reports, which may bring prejudice to AVANTI2 SRL or undue advantages to him/herself, to AVANTI2 SRL or to third parties; each person shall reject, and shall not make, undue promises.

Personnel ensure the utmost confidentiality with regard to news and information constituting the company's assets or inherent to the company's activities, in compliance with the provisions of the law, current regulations and internal procedures.

In addition, the staff of AVANTI2 SRL are obliged not to use confidential information for purposes unconnected with the performance of their duties.

AVANTI2 SRL

*Sede Legale:* Via Benedetto Marcello 6 20124 Milano *Sede Operativa:* Via Uguccione Da Pisa 2 20145 Milano P.IVA: 10107060963 C.F.: 10107060963 CCIAA di Milano N.Mi - 2505766 Cap.soc. € 39.000,00 i.v.