



NKE Automation Srl

Equal opportunities policy

SCOPE AND PURPOSE OF THE POLICY

NKE Automation Srl's equal opportunities policy provides for non-discrimination of persons on the grounds of sex, sexual orientation, marital or cohabitation status, reassignment of gender, race, religion or belief, color, ethnic or national origin, disability or age, pregnancy, trade union membership, or other personal characteristics.

This policy applies to job posting, selection and hiring, training and development, promotion opportunities, conditions of service, benefits, services and compensation, health, safety, and conduct at work, dispute and disciplinary procedures, and termination of employment.

Workers and applicants for employment will not be disadvantaged by policies or conditions of service that cannot be justified as necessary for operational purposes.

The principle of non-discrimination and equal opportunity also applies to the treatment of visitors, customers and suppliers by members of our staff and also, in some circumstances, by former employees. All workers have a duty to act in accordance with this policy, and therefore to treat everyone with dignity at all times.

STAFF RESPONSIBLE FOR THE IMPLEMENTATION OF THE POLICY

The Board of Directors, who is responsible for health and safety within the Company, has overall responsibility for the effective operation of this policy and for ensuring compliance with the regulatory system prohibiting all forms of discrimination.

The Management, assisted by Human Resources, guides the development of the corporate diversity, equity and inclusion strategy and guarantees this policy by ensuring its effective implementation and monitoring the effectiveness of the actions adopted. In addition, he/she has a specific responsibility for setting an appropriate standard of conduct, leading by example, and ensuring that employees adhere to the policy and promote the company's equal opportunities goals and objectives.

All staff members are responsible for the success of this policy and must ensure that they are familiar with it and act in accordance with its aims and objectives.

CONDUCT PROHIBITED BY THIS POLICY

- **Discrimination:** it is a violation of this policy discrimination in the provision of opportunities or when a person is placed at a disadvantage for one or more of the reasons set out in paragraph 1.
- **Harassment:** this policy prohibits harassment of any kind, and any violations will be appropriately prosecuted by the company. Harassment is defined as conduct, verbal or physical, the intent of which is mockery, threatening, intimidation, or coercion.
- **Sexual harassment:** the policy prohibits sexual harassment in any form. Sexual harassment is defined as unwelcome advances, solicitation of sexual favors, and other behaviors that are used to influence work-related decisions, or if such behavior is intended to create an intimidating, hostile, or offensive work environment.

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RECRUITMENT AND SELECTION

The aim is to ensure that no candidate receives less favorable treatment on the basis of any of the grounds listed in paragraph 1.

Recruitment procedures are reviewed regularly to ensure that individuals are treated on the basis of their merits and abilities and that diverse parts of the community are involved.

The information of job vacancies will be ensured to reach a large part of the labour market and, in some cases, the groups that are under-represented in our sector.

STAFF TRAINING AND PROMOTION

All workers are guaranteed access to training to be able to progress within the organization. All promotion decisions will be made on the merits.

The composition and transition of workers to the various levels are regularly monitored to ensure equal opportunities at all levels of the organization.

Where appropriate, measures will be taken to identify and remove unnecessary or unjustified barriers and to provide appropriate services and conditions to meet the particular needs of disadvantaged or under-represented groups.

Terms of service, benefits, and internal services will be reviewed regularly to ensure they are available in the same way to all workers who are expected to have access to them.

All employees and new hires will be informed and trained on this policy.

TERMINATION OF EMPLOYMENT

Dismissal criteria and procedures will be monitored to ensure that they are fair and objective and that they do not directly or indirectly discriminate against employees.

In addition, it will be ensured that disciplinary disputes are conducted fairly and uniformly for all workers, whether they result in disciplinary reprimands, dismissals, or other disciplinary actions.

POLICY VIOLATIONS

In the event of acts that violate this policy, workers are encouraged to raise the matter through our complaints procedure.

Allegations relating to potential violations of this policy will be treated confidentially and investigated in accordance with national law and the internal Whistleblowing procedure, adopted in integration with the provisions of the Organizational Model Legislative Decree 231/2001.

If, as a result of investigation, an infringement is proven for any of the reasons mentioned above or if someone has otherwise acted in violation of this policy, they will be subject to disciplinary action.

As this policy also applies to our workers' dealings with visitors, customers and suppliers, if, as a result of an investigation, it is shown that any of the aforementioned third parties have been discriminated against or harassed, the culprit will be subject to disciplinary action.

POLICY REVIEW AND COMMUNICATION

This policy will be reviewed annually or in the event of changes in legislation. The results will also be evaluated during the Management Review of the Integrated Management System and will be a resource for the necessary improvement interventions.

Fulvio FERRERO

CEO

January 2024



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