



TUBETTIFICIO
Farvia

Code of Ethics



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INTRODUCTION AND SCOPE

The company, in order to clearly define the collection of values to which Favia aspires to in the reaching of its purposes, prepared the current Code of Ethics, whose observance is absolutely necessary to guarantee the reliability, reputation, image and correct working of the company itself.

The company asks all the employees and all those persons who cooperate in the company activities to enforce and observe with diligence the company rules and values contained in this corporate Ethics, according to their own responsibilities.

Under no circumstances the conviction to operate to Favia advantage will justify the adoption of behaviors in contrast with the principles of the present Code of Ethics.

Every suspect irregularity or potentially illegal activity in the working environment will have to be quickly reported to the Managing Director.

The current Code of Ethics identifies the general principles and behavior rules to which an ethical positive value is recognized.

The code has the aim to direct the act of the company towards ethical behaviors through the introduction of a collection of behavioral rules, whose respect constitutes the indispensable condition for the attainment of the own company mission.

The dispositions of the Ethical code are binding for the behaviors of the managing directors, their executive managers, employees, consultants and in general all those persons who have a collaborative relationship with Favia.

All the collaborators of Favia have to strictly adhere to the rules contained in the Code and adapt their own behaviors and their own actions according to it.

The inobservance of behaviors on which the company explicitly confers ethical value is proportionally sanctioned, if it is the case, under civil, penal and disciplinary profile.

The company undertakes to call to observance of the rules of the actual Code in every economical relationship established by it and to give to it the maximum possible spread.

The actual Code of Ethics is divided into three parts :

- General values
- Behavior rules in the activities
- Behaviors rules in the relationships with a third party



GENERAL RULES

1. Legality

All members of Favia are obliged to respect the laws in force, the Code of Ethics and the company rules, applying them with rectitude and equity.

2. Integrity

In the relations with a third party the company engages to act in a correct and transparent way, avoiding deceptive information and behaviors such as to obtain benefits unfairly. All the working activities have to be done with professional care, moral strictness and managerial correctness.

3. Loyalty

The relations with the outside, the relationships with collaborators and among the last ones have to be impressed to the maximum loyalty that consists in being faithful to the agreed engagements and acting with sense of duty.

4. Clearness

The principle of clearness is based on the truthfulness, limpidity and completeness of information.

The observance of such principle involves the obligation to give all the due information, both inside and outside the company, in a clear and complete way, using a communication of easy and immediate comprehension, in order to allow the receivers to take conscious decisions. As regards the information given to the clients and in the preparation of the contracts, the company gives all the information in a clear and comprehensible way, assuring always the maintenance of equal conditions.

5. Correctness and honesty

Favia works in the respect of the ethics and of the values of correctness in the company behavior and towards the third party.

All the behaviors and actions done by each employee and collaborator are inspired to the formal and substantial lawfulness and to the correctness.

The pursuit of the interest of the company can never justify a behavior in contrast with the principles of correctness and honesty.

No type of corruption or extortion can be accepted.

All employees or collaborators engage themselves not to offer or accept presents or other incentives which could influence the correct business relation to their own business partners.

6. Privacy

The company undertakes to deal all the received information within the working activity as confidential, therefore can not disclose it except in the limits of the use of such information for the execution of the activity and in the respect of clearness.

7. Market and free competition

At the workplace the company follows the principles of legality, loyalty and correctness, recognizes in the free and correct competition a primary value and works according to all applicable anti-trust laws.

8. Social equity

The company respects the basic rights of the people, protecting the moral integrity and guaranteeing identical opportunities.

The respect of both Italian and European legislation and of the National Collective Labour Agreement, guarantees that the company :

- does not carry out any type of inhuman treatment (sexual harassment or sexual abuse, mental or physical coercion, maltreatment);
- respects the limits of working time and of the minimum wage;
- does not limit the rights of association, inscription to the trade union and election of delegates;
- does not use child labor;
- does not carry out any discrimination during employment, retribution and promotion on the grounds of race, class, nationality, religion, invalidity, sex, sexual orientation, union membership or political affiliation.

9. Environmental Sustainability

Conscious of the effects of its own activities on the economical and social development and on the general welfare of the community, the company promotes the integration of the social and environmental problems in its own activities and in the relations with the interested parts and contributes in a constructive way to a sustainable development in consideration of the rights of the future generations.

The company engages either to a continuous improvement of its own environmental services or to prevent the possible risks for population and for the environment, not only in the respect of the actual law but also considering the growth of the scientific research and of the best experiences in scientific sector.

A close-up photograph of a wooden gavel resting on a wooden block, set against a dark brown background. The gavel is positioned diagonally, with the head resting on the block.

CRITERIA OF BUSINESS CONDUCT

1. Compliance with laws and regulations

Within the scope of its activities, the company acts respecting laws and regulations in force in Italy and in the European Union and requires that its directors, managers, employees and collaborators :

- strictly observe the laws and regulations, as well as principles and procedures issued for the same purpose
- behave correctly in order not to compromise the moral and professional reliability

Each employee, consultant, supplier, customer and all those who operate within the company should respect laws and procedures that should be known and understood.

2. Absence of clash of interests

Everyone should avoid from getting into situations that could arise possible conflicts of interest and refrain from personally profit from business activities became known during the execution of their own activities.

Among the hypothesis of "conflict of interest" , besides the ones defined by the law, it is considered also the case in which an employee, a collaborator or consultant carries out his activity to satisfy an interest different from the company's one in order to gain a personal benefit.

3. Confidentiality of information

The company ensures the confidentiality of the information achieved and the observation of the rules related to privacy; all the available information is treated respecting the confidentiality and privacy of the subjects on issue.

The staff, collaborators and consultants are not allowed to use confidential information for reasons that are not congruous with their professional tasks and /or to divulge them illegally.

4. Safety, health safeguard and working conditions

The company guarantees to its employees and collaborators, whose physical and moral integrity is considered a primary value, working conditions preserving the personal dignity in safe and healthy working areas.

The company undertakes to spread and strengthen the culture of safety in order to develop the awareness of risks and promoting responsible behaviors of the whole staff.

The subjects in charge have to analytically evaluate possible risks to health and hygiene that can't be avoided, to give suitable instructions to workers and to substitute with safer or not dangerous devices what results to be hazardous for the worker's health.

The collective protection measures must be considered and accomplished prior to the individual ones. For all the dangerous substances, the suppliers must provide the relative safety data sheets.

5. Environmental sustainability

The company, attentive to the environmental problems and aware of the strategic role of the environment as mean of company valorization, promotes each action intended to protect the environment and the health of the human resources.

In particular employees and collaborators have to:

- operate respecting laws and regulations in force
- evaluate investments and modifications to the equipment considering, besides the economic-financial aspects, also the environmental and safety aspects
- manage with care the equipments and use the raw materials in a rational way, energy included
- prevent, check and reduce, where possible, the polluting emissions in the environment and the waste production
- be properly trained in order to ensure to be adequately protected against specific risks
- inform all the persons operating for the organization about the dangers connected to the production activities and to train them adequately to prevent possible risks
- awaken the suppliers to adopt environmental procedures equivalent to the organization's ones

6. Use of the company goods

The employees have to operate with care in order to safeguard the company's goods, through responsible behaviors in compliance with the preset procedures that regulate their use.

7. Workers' protection

Each employee or collaborator, within the sphere of his working activities, undertakes to favor a working place without prejudices, respecting the other workers' personality and safety and actively collaborates in order to maintain an internal working atmosphere able to guarantee the respect of the dignity and health of everyone.

The relations between workers should be marked by values of civil cohabitation and occur respecting the rights and freedom of the persons and of the fundamental principles affirming the equal social dignity without discrimination for nationality, language, sex, race, faith, political and union creed, physical or psychic conditions.

The relations between workers, apart from the levels of responsibility, must be based on values of fairness, correctness and mutual respect.

Each functional foreman has to exercise his powers with objectivity and common sense with the aim of exploiting and making responsible his staff and collaborators. Each employee has to show collaboration and to accomplish his duties with responsibility, efficiency and diligence.



CRITERIA OF CONDUCT IN THE RELATIONS WITH A THIRD PARTY

In the relations with a third party all workers and collaborators behave with competence, professionalism, kindness, clearness and impartiality. Tubettificio Favia invites all the suppliers to share the principles contained in the actual Code, the respect of which constitutes an important component for the selection and evaluation of the supplier.

1. Competitors

The company undertakes to strictly observe the laws relative to the tutelage of competition and of the market, working according to the principles of correctness, loyal competition and clearness.

None of the collaborators can be involved in initiatives or contacts with competitors that could appear as violation of the laws protecting the competition and the market (agreements on prices and quantities, subdivision of the markets, etc...)

2. Customers

The company engages to satisfy its own clients according to the duties fixed by the actual laws, by the contract and by the prefixed specifications.

Furthermore Favia undertakes not to discriminate its own clients, to establish a relationship characterized by an elevated professionalism orientated to the availability, to the respect, the kindness, the research and to the offer of the maximum collaboration.

It is up to the company to inform timely about all the information concerning :

- possible proposals of changes of the actual contract
- possible proposals of economical and technical conditions

The company undertakes to examine always both the suggestions and the complaints of the clients, to confirm them receipt of their communications and of their possible claims and the necessary time for the replies and the eventual clarifications of them.

The congruity and the feasibility of the products and of the requested services are analyzed carefully, with particular care to the normative, technical and economical conditions, in order to find out timely the anomalies and never accept orders that can not be fulfilled.

3. Suppliers

The choice of the supplier and of the purchase of the goods and services has to be done in the respect of the principles of correctness, of competition and on the grounds of objective evaluations.

In the selection of the supplier the company considers the ability to guarantee the realization of adequate quality systems, of the availability of equipments and organizational structures and of the ability to face privacy obligations.

In the purchase activities the company undertakes to promote the respect of the environmental conditions and to assure that they are developed according to ethics and law principles.