

# SOCIAL AND ETHICAL POLICIES



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**HEAD OFFICE**

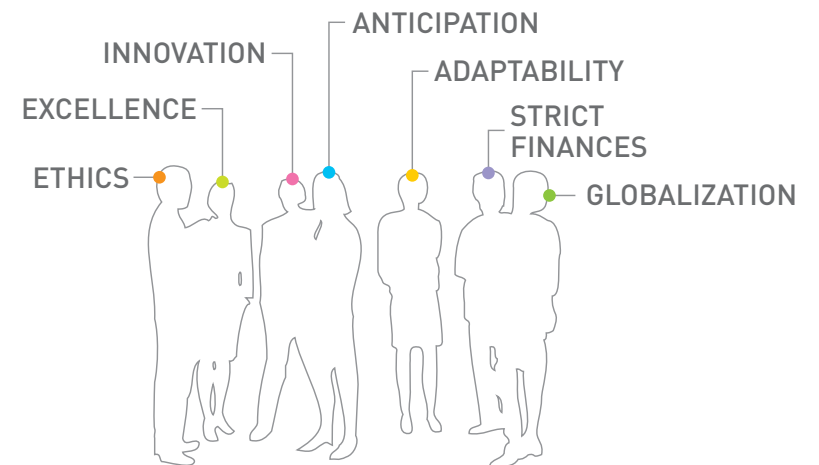
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# SOCIAL AND

# ETHICAL POLICIES

RADIALL is an international industrial company. Its teams do their work bearing in mind seven fundamental values:



These values govern the company's relations with its stakeholders and employees.

## **These values are expressed in RADIALL'S POLICIES.**

Founded on respect for people, concerning the human, professional, citizen and social aspects, RADIALL has laid down these ETHICAL AND SOCIAL POLICIES applicable in all the Group's establishments.

The Management Committee is responsible for the Group's ethical and social policy.

## ■ STANDARD OF CONDUCT

RADIALL conducts its operations with honesty and integrity, with respect for the rights and interests of its employees.

The company adheres to the laws, traditions and culture of each country in which it operates.

The company gives priority to local and shared management procedures as regards different practices in the countries in which it operates.

## ■ OBEYING THE LAW

The companies in the RADIALL Group and their employees must obey the laws and regulations of the countries in which they operate.

## ■ EMPLOYEES, LABOR RIGHTS AND CONVENTIONS

RADIALL favors a spirit of mutual respect in the work environment, in which everyone is responsible for the company's reputation.

The companies in the RADIALL Group recruit, employ and promote employees based solely on their qualifications and skills needed to do their work. All forms of discrimination are forbidden, especially concerning age, disability, nationality, race, religion or sex.

The RADIALL Group of companies shall not accept work done by children in any form whatsoever.

RADIALL respects the dignity of individuals and the right of employees to belong to trade unions and associations.

All RADIALL'S employees are entitled to working conditions that respect their health and dignity.

The companies in the RADIALL Group pay their employees in compliance with the law.

Employees will be encouraged to develop their working skills through professional training.

## ■ CUSTOMERS AND SUPPLIERS

RADIALL undertakes to provide its customers with products, systems and solutions offering the right value in terms of price and quality.

No employee may give money or gifts of significant value to a customer.

The company gives the same degree of privacy to confidential information from its customer as to its own confidential information.

The company aims at developing a relationship of mutual trust with its suppliers.

The company undertakes to pay its suppliers according to the agreed contractual terms.

Payments of money, gifts or any other favors of significant value shall not be requested or accepted.

## ■ COMPETITORS

The company will compete forcefully but honestly.

The company will not harm the reputation of its competitors directly or implicitly.

In its contacts with competitors, the company and all its employees shall refrain from exchanging confidential information or RADIALL'S intellectual property, industrial or commercial information.

## ■ SHAREHOLDERS

RADIALL conducts its business according to accepted principles of good management. The company gives its shareholders timely, regular, reliable and accurate information about its business and financial position.

Managers and employees who are constantly or occasionally in possession of inside information which, if revealed, might affect the price of the shares, are recorded on a list of permanent or occasional insiders.

## ■ BUSINESS INTEGRITY

The company and employees of RADIALL must act honestly in all commercial and financial transactions.

RADIALL'S accounting and statistical records give an accurate description of the transactions. No account, fund or deposit not revealed or recorded shall be created or managed.

The company expects the parties with whom it has business and exchanges to run their own businesses with the same level of honor.

## ■ CONFLICTS OF INTEREST

RADIALL'S employees shall not engage in any personal activity or financial transaction that might be in conflict with the company's interests.

If conflicts of interest arise, they must be made known and brought to the attention of the Group's general management.

RADIALL'S employees shall not seek any personal interest from relationships that they may have with third parties, nor misuse the power that they have within the company to serve their personal interest.

## ■ COMMUNITY INVOLVEMENT

RADIALL wishes to be a respected and trustworthy institution. It has responsibilities as regards the companies and communities with which it does its business, in accordance with its financial objectives and legal obligations.

Modest gifts to local charitable works are permitted in accordance with the directives of the general management.

## ■ PUBLIC ACTIVITIES

The companies in the RADIALL Group are encouraged to cooperate with governments and other organizations that directly and indirectly influence the development and defense of their legitimate commercial interests.

RADIALL does not support political parties or contribute to financing groups whose activities favor the interests of political parties.

Any political activity performed by employees is done solely under their personal responsibility.

## ■ HEALTH AND SAFETY

RADIALL obeys the regulations in the countries in which it operates concerning the health and safety of its employees at the place of work. Preventive measures, particularly concerning fire protection, medical supervision and protective clothing for certain activities, are adopted appropriately in all the Group's companies.

## ■ ENVIRONMENT

The companies in the RADIALL Group are determined to prevent pollution and encourage respect for the environment among the personnel, in particular by reference to ISO 14001, with or without certification.

RADIALL tries to integrate the environment and safety in the design of products and processes. It also controls industrial scrap and manages waste in an appropriate manner.

## ■ GROUP PROPERTY

All RADIALL'S employees undertake to respect and preserve the Group's property, including all equipment, products or components and intellectual property, and to use them exclusively for the legitimate interests of the Group. The property may not be lent or made available apart from exceptions formally decided by the general management.

## ■ CONFIDENTIALITY

RADIALL'S employees have the duty to protect all confidential information and to make sure that it is not communicated to the public or third parties.

## ■ COMMUNICATION

RADIALL publishes its ethical and social policies in all its establishments and subsidiaries, which themselves undertake to communicate the contents to their employees.

The operations management of each unit will make sure that these policies are constantly and correctly implemented.

The RADIALL management requires its employees to strictly comply with these policies and expects them to alert their management of any infringement that they witness or suspect. The employees are allowed to make known any infringement without them being blamed for such an infringement.

