

Quality policy

SagiCofim



TABLE OF CONTENTS

Chapters		Page
1	PURPOSE	3
1.1	INFORMATION AND DISTRIBUTION	3
2	SCOPE	3
3	QUALITY POLICY	3
3.1	MANAGEMENT DECLARATION AND COMMITMENT	3
3.2	LEADERSHIP AND STAFF ENGAGEMENT	4
3.3	CUSTOMER SATISFACTION	4
3.4	PROCESS-ORIENTATED APPROACH AND RISK MANAGEMENT	4
3.5	MUTUALLY BENEFICIAL RELATIONSHIPS WITH SUPPLIERS	4
3.6	ETHICS, OCCUPATIONAL HEALTH AND SAFETY	4
3.6.1	WORKER'S HEALTH AND SAFETY	4
3.7	ENVIRONMENTAL AWARENESS AND PROTECTION	5
3.8	COMMITMENT	5



1 PURPOSE

This document states the “Quality Policy” and the “Environmental Policy” that Management has established and wants to implement within the company structure.

1.1 INFORMATION AND DISTRIBUTION

This document is distributed, upon request, to all interested parties, both internal and external, and can be found on the company website www.sagicofim.com in the Company section - Quality, health, safety and environmental system.

2 SCOPE

This “Management and Environmental Policy” applies to the activities of the Company SagiCofim S.p.A., which consist of:

“Design, production and sale of filters and filtration systems, air treatment systems, air distribution components aimed at climate control and air conditioning”.

Production activities take place at the main facility in Cernusco sul Naviglio (MI), also home to the management, sale and administrative offices, and at the secondary production facility in Arluno (MI).

3 QUALITY POLICY

3.1 MANAGEMENT DECLARATION AND COMMITMENT

SagiCofim S.p.A. was established to offer innovative solutions in the field of air filtration and distribution. Its business focuses on finding solutions to contamination and pollution problems by aiming for air quality and well-being in controlled and air-conditioned environments. The goal is to limit any impact as much as possible, carrying out a cost-benefit analysis.

To achieve this aim and maintain it over time, it has adopted Quality and Environmental Management Systems based on the following standards:

UNI EN ISO 9001:2015 - UNI EN ISO 14001:2015.

Company Management Systems have been implemented to ensure employee development and increase their knowledge base, effective and efficient use of technical resources and a focus on customer expectations.

This requires commitment by the company in the “CONTINUAL IMPROVEMENT” of its Management Systems, which take into account a number of requirements:

- regulatory and legislative requirements relating to company and environmental activities
- mandatory requirements applicable to the business
- internal and external interested party requirements
- other requirements that the Company chooses to sign up to.

SagiCofim S.p.A. adopts behaviours in line with its values - being welcoming, always available and transparent, coupled with a focus on listening and people - both within the company and towards all external stakeholders. These behaviours, combined with professional excellence and the reliability of products and services, allows the company to dedicate itself to its customers and all interested parties.

3.2 ENVIRONMENT

Management is deeply involved in promoting Company Management Systems and is committed to acting as a driving force and example for staff at all levels, supporting and motivating everyone to achieve the goals set.

Members of staff represent the first and most important resource of the organisation and their active engagement in business processes is key for all skills and expertise to be made available to the Company. SagiCofim S.p.A. is a firm believer in employee engagement and people's ability to come together for the common good, contributing to tangible improvements in the daily working conditions of every single person.

It is a company that believes corporate well-being must aim to do so taking into consideration as much as possible respect for the environment and resources following a model of sustainable development.

Our organisation is centred on these two principles- People and Environment- in which everyone must feel truly involved, aware of the importance of their role, of their activities and of the way in which they contribute to company objectives, so as to drive the company to organisational greatness.

Management:

- demonstrates its commitment by defining the responsibilities assigned to each company function and verifying that they have been understood and applied
- ensures the availability of the resources necessary for the operation and control of processes
- fosters an engaging work environment and supports department and function managers in finalising staff activities necessary to pursue the objectives set.

The Company carries out regular education and training activities, both for developing skills and promoting behaviours required to reduce risks.

3.3 CUSTOMER SATISFACTION

We are SagiCofim S.p.A., air experts; our mission is to guarantee health, productivity and save energy, with completely satisfied customers our main goal.

How we strive to achieve it:

- by continually improving our product management, to obtain positive results both for our external reputation, with the satisfaction of partners and customers to achieve a perceived high-quality service, and of a financial nature for sustaining growth
- by guaranteeing professionalism suited to the needs of our customers
- by having long-standing and effective relationships with our customers
- by ensuring compliance with applicable "regulatory requirements", working hard to prevent non-conformities and to manage and resolve those that have already occurred as quickly as possible, seeking the best possible solutions in line with the principle of cost-benefit maximisation and sustainability.

Extra focus is placed on customer returns and complaints, which are handled promptly, so as to ensure customers a hassle-free service.

3.4 PROCESS-ORIENTATED APPROACH AND RISK MANAGEMENT

In order to measure and improve "performance", Management requires expert risk management of each process.

For each process it is necessary to identify and analyse the "opportunities" to improve performance, similarly it is necessary to identify and assess the "risks" that can affect company results.

Management requires process managers to measure opportunities and risks with adequate indicators (KPIs), track their progress, plan improvement actions and verify the improvement achieved.

3.5 MUTUALLY BENEFICIAL RELATIONSHIPS WITH SUPPLIERS

The Company and its supply network are interdependent.

Management encourages and seeks close relationships with suppliers and partners, so that each party can achieve success.

The suppliers of products and services that have an impact on the final quality are selected, qualified and, depending on their area of responsibility, involved in achieving company objectives.

3.6 ETHICS, OCCUPATIONAL HEALTH AND SAFETY

Management is aware of the main Ethical and H&S issues in the business world and encourages their respect within the company. SagiCofim S.p.A. has adopted a Code of Ethics which represents the Company's commitment on these issues.

3.6.1 WORKERS' HEALTH AND SAFETY

Management safeguards the health and safety of its workers, not only to comply with current legislation, but as a value in line with its way of doing business.

The very sector to which SagiCofim S.p.A. belongs is often involved in the area of health & safety, such as fire prevention and pollution control; the company's commitment to "health and safety" is therefore vital.

Management is geared towards achieving adequate safety standards for its work equipment and for the materials used in the production cycle.

With the active involvement of all personnel, SagiCofim S.p.A. promotes and implements every initiative capable of eliminating or reducing as much as possible any risk to the "health and safety" of workers, partners and anyone visiting the company.

3.7 ENVIRONMENTAL AWARENESS AND PROTECTION

Company activities:

- have no particularly critical environmental aspects
- have no impact on the local area or residents close to company premises.

Nevertheless, Management wants to encourage a shared ecological awareness and for this purpose SagiCofim S.p.A.:

- ensures compliance with applicable *"environmental requirements"*
- guarantees its own specific environmental commitment
- seeks and, if possible, favours sustainable/renewable resources
- tries to use, where possible, more ecological raw materials
- optimises company processes, measuring and improving performance both in terms of the company itself and environmental aspects
- respects the laws regarding environmental protection
- identifies and updates environmental aspects and impacts of the organisation
- undertakes to reduce the usage of resources, waste, rejects and in general the scale of its environmental impact and, when possible, also those of partners and suppliers.

3.8 COMMITMENT

The key point of the Management System is the definition of clear documented information relating to SagiCofim S.p.A.'s processes, which must ensure effective and efficient operation and the control of products also with regard to environmental aspects

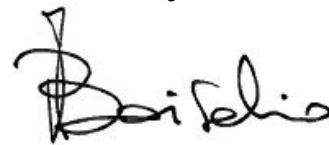
Management is committed to:

- periodically set company objectives and make available the resources necessary to achieve them and verify their achievement by regularly reviewing the management systems
- ensure that the guidelines are distributed and understood by all staff through all internal communication tools present in the company.

Process managers undertake to implement and communicate the commitments and directives and to develop the activities necessary to achieve company objectives and continual improvement.

Everyone within SagiCofim S.p.A. is called upon to actively participate, fully aware and with a sense of responsibility, so as to always improve their own performance.

Management



SagiCofim spa

Via Firenze 1
20063 Cernusco s/N
Milan Italy
tel +39 02 929021
fax + 39 02 92902300
info@sagicofim.com

www.sagicofim.com