

Gender equality whistleblowing instructions

Anyone who considers themselves a victim of harassment, discrimination, or any form of behaviour violating the principles of the policies adopted by ZUCCHETTI Rubinerteria S.p.A. (hereinafter ZUCCHETTI) in its Gender Equality Management System, or who witnesses such behaviour or becomes aware of it, may send a written report, which may be anonymous, to the following channels:

- e-mail address: paritadigenere@zucchettidesign.it
- paper letter addressed to the Gender Equality Steering Committee:
Zucchetti Rubinerteria S.p.A.
Via Molini di Resiga, 29 28024 Gozzano (NO) - Italy.

The recipient of the report will be the Gender Equality Steering Committee set up by ZUCCHETTI, which will conduct a preliminary assessment and, on the basis of the results of this investigation, implement appropriate measures for obtaining immediate cessation of the harassment or discrimination ascertained and restoring a working environment based on the principles of equality, propriety, freedom, respect and personal dignity in interpersonal relationships.

The Gender Equality Steering Committee ensures appropriate protection for persons suffering forms of retaliation or penalisation and puts an end to harmful behaviour against them.

All conduct directly or indirectly resulting in a situation of retaliation against the whistleblower shall be considered inappropriate and therefore result in disciplinary proceedings on the basis of the regulations in effect.

If the report should turn out to be unfounded, the Gender Equality Steering Committee will protect the reputation of the accused, reserving the right to adopt, in agreement with the departments concerned, the appropriate disciplinary initiatives against the person who falsely accused them in order to eliminate the causes leading to the unfounded report.

Employees intentionally reporting non-existent behaviour, or altering its real extent, with the goal of causing harm to someone or obtaining some benefit in the workplace, shall therefore be subject to disciplinary measures, while remaining criminally liable.

Confidentiality and protection

All reports are handled guaranteeing the utmost confidentiality of the whistleblower's identity and that of all the parties concerned and the events reported. Methods of communication that protect the identity of the persons mentioned in the report and the confidentiality of any information identifying the whistleblower shall be used, and the information acquired shall by no means be disclosed to anyone not involved in the process of handling the report as described in this instruction.

During the investigation proceedings and upon its conclusion, the parties involved shall be entitled to the utmost confidentiality regarding the disclosure of their names or other information permitting their identification.

Personal data processing in the reporting process shall comply with Regulation (EU) 2016/679 regarding the protection of the personal data of physical persons, and any other applicable laws and/or regulations.

Date 29/10/2024

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