



# SUSTAINABLE DEVELOPMENT POLICY OF THE IMPOL GROUP

---

**Sustainable Development Policy of the Impol Group**  
**2<sup>st</sup> EDITION**

Internal document of the Impol Group.  
Slovenska Bistrica, May 2023

# INDEX

<b>1. INTRODUCTION</b>	<b>4</b>
<b>2. POLICY GOALS</b>	<b>4</b>
<b>3. PILLARS OF SUSTAINABLE DEVELOPMENT</b>	<b>6</b>
3.1 SUSTAINABLE BUSINESS MODEL Ethics in business transactions Corruption prevention	8
3.2 SUSTAINABLE PRODUCTS	9
3.3. RECYCLING	10
3.4 ENVIRONMENTAL PROTECTION	10
3.5 RESPONSIBILITY TOWARDS EMPLOYEES	11
3.6 RESPONSIBILITY TOWARDS THE LOCAL COMMUNITY	15
3.7 SUSTAINABLE PRODUCTION AND PROCESSES	15
<b>4. POLICY OF THE IMPOL GROUP</b>	<b>16</b>
<b>5. COMPLIANCE ASSURANCE</b>	<b>17</b>
<b>6. CHANGE MANAGEMENT AND ONGOING IMPROVEMENTS</b>	<b>18</b>
<b>7. COMMUNICATION</b>	<b>18</b>
7.1 Communication systems	18
7.2 Publication of the sustainable development policy	18
7.3 Handling of non-compliance	19
<b>8. REFERENCE DOCUMENTS</b>	<b>19</b>

# 1. INTRODUCTION

Within the Impol Group, we constantly strive to achieve better results in the fields of employee satisfaction, occupational health and safety, environmental protection, and quality-related issues. We are especially devoted to supporting generally-applicable principles in the field of ethics, employment and occupation, occupational health and safety, environmental protection and protection of biodiversity, quality, and all related management and administration systems. **In this way, we assume responsibility for implementing sustainable development principles in our everyday business transactions.**

The Sustainable Development Policy of the Impol Group covers the fields of management, social responsibility, and environmental responsibility. All managers of the Impol Group are responsible for the implementation of the sustainable development policy into our business transactions. With the Sustainable Development Policy we are committed to business compliance with the SA8000 standard and the ASI Performance standard.

Simultaneously, the Impol Group is striving to develop a network of suppliers operating in accordance with sustainable development principles; all suppliers must therefore commit to complying with the Code of Business Practice for Suppliers.

This Policy has been adopted by the Executive Directors of the Impol Group.

**Andrej Kolmanič,**  
Chief Executive Director



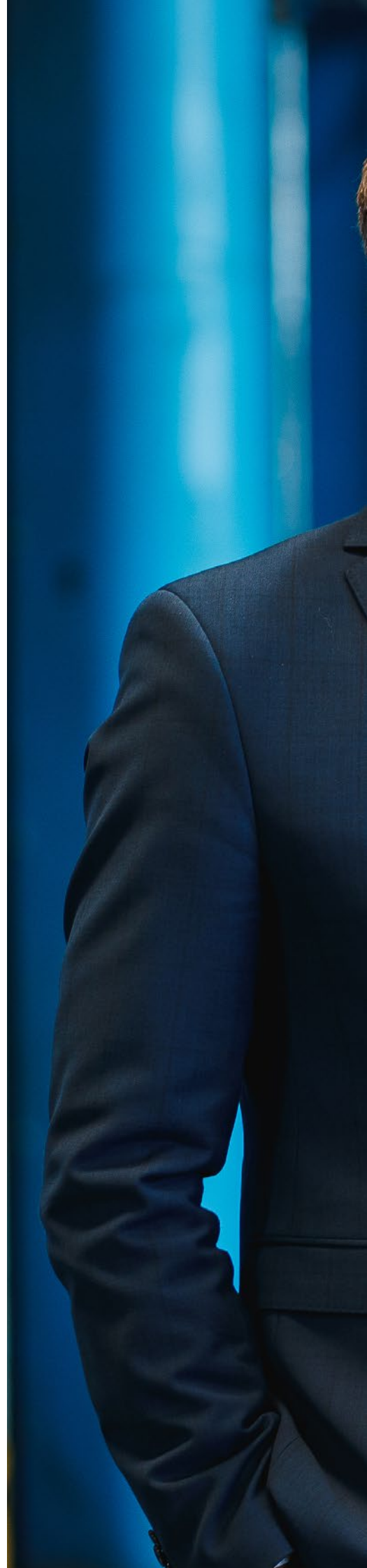
**Irena Šela,**  
Executive Director of Finance and IT



## 2. OBJECTIVES GOALS

The Sustainable Development Policy of the Impol Group provides the main guidelines and underlining principles governing the field of sustainable development and social responsibility.

The Sustainable Development Policy is a reference document taken into consideration when making organisational decisions, shaping strategies, conducting investment projects, making decisions related to acquisitions, mergers, opening or closing production areas, managing the stakeholders, and making other business decisions.





# 3. THE SEVEN PILLARS OF SUSTAINABLE DEVELOPMENT



## SUSTAINABLE BUSINESS MODEL

We are accountable to the shareholders, the Board of Directors and the General Meeting. Our goal is to direct the profit to the expansion and modernisation of the material base of the work, and at the same time to ensure an increase in the value of shareholders' investments. In addition to profitability, the fundamental operating goals also include ensuring a positive impact on the world.



## PROTECTION OF THE ENVIRONMENT

Reducing environmental pollution is one of several important business goals of the Impol Group. The latter is achieved by reducing the necessary input raw materials by lowering the flow factors, increasing the procurement of primary aluminium with a low carbon footprint and increasing the use of energy with a low carbon footprint. At the same time, we ensure the reduction of emissions to air and preserving the pristine nature around us.



## SUSTAINABLE PRODUCTS

Aluminium is lighter than steel, has excellent processing characteristics, and absorbs force better. The use of aluminium in the automotive industry enables the weight of cars to be decreased by 40%, thus contributing to the reduction of fuel consumption and, consequently, the degree of pollution.

Our goal is to restructuring the production mix in order to accelerate the manufacture of products with higher added value and increase the volume of additional processing of products.

When developing products, we will emphasize eco alloys and, at the same time, we will increase the use of returnable packaging made from recycled material.



## CARING FOR EMPLOYEES

We develop management excellence at all levels with clear objectives and policies. We ensure a more just, transparent payment system that encourages productive work and development. In line with the SA8000 standard, we strongly reject employee exploitation, workplace discrimination, child labour and inappropriate disciplinary procedures.

We guarantee fair payment for a job well done, control the working hours of employees and encourage dialogue between social partners. We continuously improve safety and health at work and encourage employees to work creatively and innovatively. We place great emphasis on employee satisfaction and their career development.



## SUSTAINABLE PRODUCTION AND PROCESSES

We strive to achieve operational excellence, thereby increasing productivity, utilisation of work equipment and reducing losses in processes.

We place great emphasis on the digitisation of work processes and increasing efficiency through automation and robotisation of production lines.

Our goal is also to increase the efficiency of energy use and by 2030 achieve the national goal of reducing energy consumption by 9% compared to the starting year of 2020.



## RECYCLING

We increase the share of secondary input raw material and develop relevant technological processes accordingly. We invest in increasing the casting capacities for recycling. We set up feedback loops with customers to increase the processing of secondary raw materials. At the same time, we reuse aluminium obtained from slag processing.

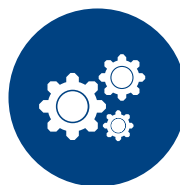
We establish the recycling of other production materials and auxiliary resources.



## PARTNERSHIP WITH THE LOCAL COMMUNITY

The Impol Group is one of the largest Slovenian employers; furthermore, we also received numerous awards for the best employer in the region. We therefore impact significantly the quality of life in the local community. Within Impol, we show our care for the local environment by sponsoring associations and local events, by helping with the development of the municipality, and by supporting the development of local training programmes.

# PILLAR 1: SUSTAINABLE BUSINESS MODEL



Managing authorities within the Impol Group are the General meeting of shareholders, the Board of Directors, Executive Directors and Managing Directors (depending on the way each of the companies is organised) in the framework of a one-tier board system where the Board of Directors is responsible for managing the company, supervising the implementation of business transactions, and performing other tasks pursuant to the Law, the Constitution and the Rules of Procedure of the Board of Directors.

Business transactions between the companies of the Impol Group are managed pursuant to its business policy, bilateral agreements, and applicable legislation. The prices are determined pursuant to tax legislation and other legislation governing transfer prices.

All companies within the Impol Group are required to manage their business transactions pursuant to applicable legislation. Furthermore, our remuneration policy is carried out in accordance with the agreed-upon (or, when it comes to national institutions, prescribed) deadlines. The business decisions adopted are geared towards enabling optimal business processes of the entire Impol Group. Business guidelines are detailed in the Impol Group Code of Business Conduct, which is a binding document for all business entities, managers, and employees of the Impol Group.

Any potential acquisitions and mergers with other legal entities are implemented pursuant to the principles of sustainability and the adopted Impol Group Code. While carrying out our due diligence, we also evaluate the sustainable development aspect of the company and social responsibility.

## ETHICS IN BUSINESS TRANSACTIONS

In carrying out our work, we observe high business ethics standards; pursuant to the Impol Group Code of Business Conduct, we are building a culture that stimulates legal, ethical, and transparent behaviour and decision-making by all employees.

All managers of the Impol Group must act in accordance with ethical business principles encompassing the following guidelines:

- Managing business processes is to be carried out with due diligence.
- All employees are expected to adopt a professional attitude towards their work and the organisation.
- All activities carried out by the employees are to comply with the legislation, contracts, adopted rules, and organisation regulations.
- All important business decisions are to be adopted by taking into account the interests of all stakeholders of the Impol Group, with the purpose of having their needs be met as best as possible.
- All stakeholders of the Impol Group have the right to freedom of speech; in a similar vein, they cannot be punished if they signal inappropriate activity they noticed within the organisation.
- Acts of bribery and mutual services that run counter to the legislation are prohibited. Accordingly, it is also prohibited to accept gifts with a value exceeding the maximum untaxed value pursuant to the rules of





the Republic of Slovenia.

- In addition, financing government bodies or political parties through sponsorships and donation which could be construed as *quid pro quo* is also a prohibited practice.

The main ethical principles that the employees within the Impol Group are expected to respect are:

- **Honesty:** Honest, candid behaviour making it impossible for an employee to deliberately hide or manipulate information which could, in turn, lead to inappropriate decisions.
- **Integrity:** Employees shape their work processes in accordance with the principle of “doing the right thing”, regardless of the fact that such decisions might turn out to be more difficult, or that they could require a higher degree of sacrifice.
- **Keeping their promises:** Employees perform the job tasks they have been assigned. If an agreement regarding an activity is reached, said activity shall be implemented in accordance with the agreement.
- **Loyalty:** Employees are loyal towards their company and act in the direction of ensuring the best possible results for the company.
- **Caring for others:** Employees shall treat their colleagues in a respectful, appropriate manner. They help those in need of assistance while making sure that the integrity of all business transactions remains intact.
- **Responsibility:** Employees shall take responsibility of their actions.
- **Sustainability:** Employees shall act in accordance with guidelines related to sustainable policy, thus ensuring the long-term development of the company.

## CORRUPTION PREVENTION

We put in place a system of internal audit, which verifies the compliance of business operations with the Slovenian legislation which includes the prohibition of corruption. At the same time, all employees are bound to respect the Impol Group Code of Business Conduct. We also put in place a transparent supply system, involving a greater number of decision-makers who also carry out control over business ethics themselves.

## PILLAR 2: SUSTAINABLE PRODUCTS



The main activity of the Impol Group is the production of aluminium products. Compared to other metals, aluminium presents numerous advantages: lower environmental impact, low weight, corrosion resistance, good forming properties, and good mechanical properties.

Our goal is to restructure the production mix in order to accelerate the manufacture of products with higher added value and increase the volume of additional processing of products. When developing products, we will emphasize eco alloys and, at the same time, we will increase the use of returnable packaging made from recycled material.

## PILLAR 3: RECYCLING



In these times of hyper-production which is, simultaneously, characterised by a limited scope of resources, an ever-increasing need of protecting the environment and conserving natural sources is present. This is why the construction of a circular business model enabling the reuse of resources is an essential focus in order to ensure sustainability. And this is precisely what is made possible by aluminium and its processing: an unlimited reuse of return raw materials with the preservation of its primary characteristics.

We increase the share of secondary input raw material and develop relevant technological processes accordingly. We invest in increasing the casting capacities for recycling. We set up feedback loops with customers to increase the processing of secondary raw materials. At the same time, we reuse aluminium obtained from slag processing.

We establish the recycling of other production materials and auxiliary resources.

## PILLAR 4: PROTECTION OF THE ENVIRONMENT



When shaping new investment projects, we are driven by the approach geared towards minimizing adverse effects on the environment and creating harmony with nature. With this objective in mind, we have obtained a certificate in accordance with the ISO 14001 standard, and have also implemented a system of continuous improvements in the field of environmental protection.

Our core orientations in the field of environmental protection are the following:

- We intensively increase the utilisation of secondary aluminium.
- Through intensive investments, we reduce adverse impacts on the environment.
- All new technologies must comply with BAT (Best Available Technology) techniques described in BREF reference documents.
- By analysing the energy efficiency of our devices, we systematically reduce our consumption of energy products.
- A part of electricity we produce is derived from renewable sources.
- We protect surrounding waters and preserve life forms existing within their habitats.
- We minimise our consumption of hazardous substances, thus minimising the creation of hazardous waste.
- We reduce noise immissions.
- We reduce specific consumption of energy products and emissions.

### SUPPLY CHAINS

We pass on our commitments related to environmental management,



sustainable development, social responsibility and care for the health and safety of our employees, to our suppliers of material and services. For this purpose, we perform annual assessments of our suppliers pursuant to the following criteria: performance quality, environmental management, ensuring the safety and health of employees and social responsibility. Only suppliers that confirm acting in accordance with the requirements of standards and legislation can then become a part of our list of confirmed suppliers of the Impol Group.

### USE OF CONFLICT MINERALS

Within the Impol Group, we use tin in our production process. Our tin supplier is verified through the CMRT (Conflict Minerals Reporting Template) form, where confirmed tin manufacturers are also listed. All of the tin used within the Impol Group originates from confirmed manufacturers from Indonesia and Malaysia.

### PREVENTION OF NEGATIVE IMPACTS

In the event of closure and winding up of a part of our industrial complex or of the industrial complex as a whole, the Impol Group undertakes to remove all potentially hazardous substances, while making sure that no sustained adverse effects on the environment occur.

### ACTIVITIES AND INVESTMENTS

We are reducing the necessary input raw materials by lowering the flow factors, increasing the share of procurement of primary aluminium with a low carbon footprint and the share of the use of energy with a low carbon footprint. At the same time, we ensure the reduction of emissions to air and preserving the pristine nature around us.

The sustainable aspect of the development of the Impol Group is also to be included into feasibility studies related to new investments.

## PILLAR 5: RESPONSIBILITY TOWARDS EMPLOYEES



### RESPECTING HUMAN RIGHTS

Respect for human rights is the underlying guiding principle of a responsible relationship towards one's employees. In doing so, we follow the UN Guidelines for Respecting Human Rights in the Business Sector.

The fundamental highlights of respect for human rights are as follows:

- Prohibition of child labour and of employing persons under the age of 18.
- Prohibition of employee exploitation, i.e. prohibition of extortion, coercion, precarious labour or slavery in any way, shape, or form.
- Prevention of discrimination and inequalities, promoting equal opportunities.
- Prevention of mobbing.
- Providing equal opportunities for men and women alike.
- Protection of disabled persons from discrimination.
- Ensuring health and safety at work.



# COMMITMENTS OF THE IMPOL GROUP: COMPLIANCE WITH STANDARD SA8000



## CHILD LABOUR

- We do not support the work of minors either with us or with our suppliers.
- Minors can work only for the purposes of education or outside of the time dedicated to education.
- Under-age employees may not work more than eight hours a day or at night.

## FORCED LABOUR

- We do not allow forced labour either with us or with our suppliers.
- Employees are regularly paid salaries, employees may opt to terminate the employment relationship at any time.

## HEALTH AND SAFETY AT WORK

- We ensure a safe and healthy working environment and actively prevent accidents at work and occupational diseases.
- Employees are provided with the required protective equipment and regular training in safety at work.

## FREEDOM OF ASSOCIATION AND THE RIGHT TO COLLECTIVE BARGAINING

- All employees have the right to form or join a trade union of their choice.
- Union members or employee representatives are not exposed to discrimination, harassment, intimidation, etc.

## DISCRIMINATION

- We do not use any form of discrimination based on nationality, race, religion, gender, sexual orientation, etc.
- We do not allow any intolerance between employees - e.g. threats, abuse, sexual harassment, verbal or physical abuse.

## DISCIPLINARY PROCEDURES

- All employees are treated with respect.
- Any form of physical or verbal abuse of employees is not permitted.

## WORKING HOURS

- Working hours are in accordance with legislation and collective agreements.
- A normal working week must not exceed 48 hours. Overtime must not exceed 12 hours per week and must not be a regular practice.

## REWARDS

- Employees receive at least the minimum wage, which is determined in accordance with the law.
- Employees may not lose income due to disciplinary procedures, except for procedures that comply with the law.
- Employees are paid more for working overtime.



# OUR WORK METHOD

## OUR STANDARD

We also use the following mechanisms to express our respect of the rights of our employees:

- Fair remuneration for work performed with honesty: average salaries within the Impol Group are higher than average national salaries and average salaries within the branch.
- Employee rewards: our employees receive stimulating awards for good business and individual results.
- Profit participation: In the event that annual targets are met, the employees are entitled to receive a Christmas bonus and the 13th salary.
- Meals offered: We provide high-quality meals to our employees.
- Working hours: Our employees observe working hours defined in the legislation (40-hour working weeks). In case of ordered overtime, they receive an allowance. All employees performing their work tasks in less favourable time periods (in the afternoon, at night, holiday work) receive an allowance for shift work.

## ENSURING SAFETY AND HEALTH AT WORK

Another main goal of the Impol Group is to prevent work accidents of our employees. For this purpose, we have established numerous mechanisms of systematic upgrades in the field of health and safety of our employees:

- Implementation of regular line controls with the purpose of defining and preventing potential conditions due to which an accident could occur.
- Implementation of periodical employee trainings related to health and safety at work.
- Implementation of periodical tests in the field of health and safety at work.
- Performance of ergonomic workplace assessments and implementation of ameliorations.
- Provision of high-quality protective equipment to our employees.
- Periodical conformity verifications of working equipment.
- An implemented incident report and lifesaving system.
- Carrying out rehearsals where employees learn how to react in case of an incident.
- Leadership training in the field of providing health and safety at work.
- Periodical communication actions in the field of providing health and safety at work.
- Rewards provided for employees who are maintaining and upgrading the system of health and safety at work.
- Rewards provided for heads of departments who are maintaining and upgrading the system of health and safety at work.
- Implementation of internal and external assessments of the ISO 45001 standard and other standards related to social responsibility.



## **EMPLOYEE DEVELOPMENT AND PARTICIPATION**

Understanding the needs of our employees is of key importance for a suitable employee development. We assess said needs through various mechanisms:

- Measuring the climate in the organisation, as well as the degree of satisfaction and commitment of our employees.
- Collecting useful proposals and recording incidents.
- Holding developmental discussions with our employees.
- Organising employee focus groups on different subjects.
- We also have an implemented system where we engage directly with employee representatives (workers' councils, trade unions).

## **CAREER DEVELOPMENT**

We are also committed to helping our employees develop their careers through the use of the following mechanisms:

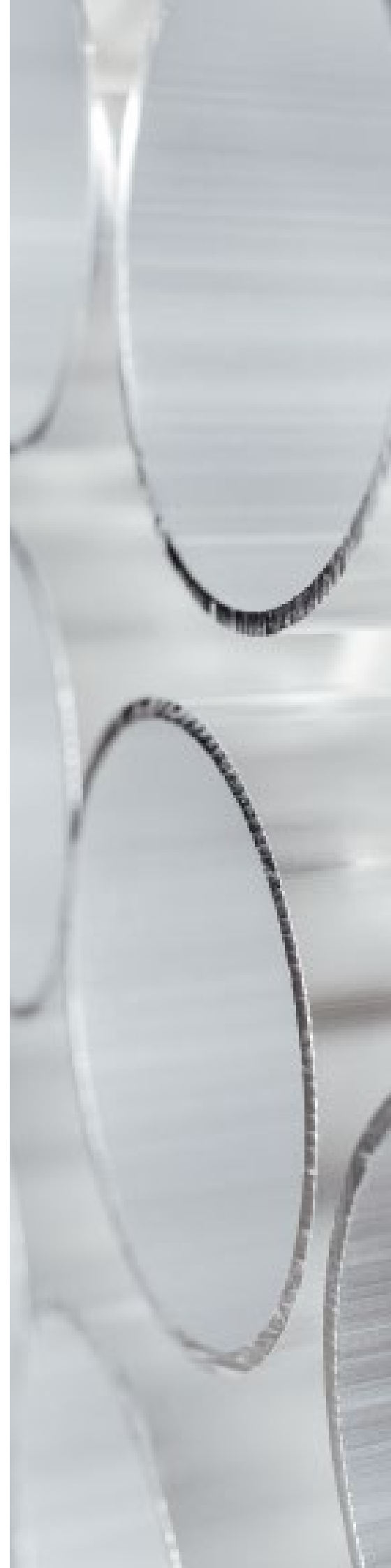
- Possibility of horizontal and vertical career progression.
- Implementation of training sessions.
- Systematic development of employee competencies through detailed competence models.
- An implemented mentorship programme.
- Including our employees in projects, encouraging team work.
- An implemented system of providing useful suggestions.
- Holding developmental discussions and preparing career plans.

In addition, we are also building on the loyalty and commitment of our employees; the main mechanisms we use to develop these areas are:

- Organisation of sports and social events
- Awarding prizes during occasions worth celebrating
- Awarding prizes to innovators
- Lunches for employees achieving above-average work results

We also develop our personnel in other areas by:

- Providing scholarships to promising high school pupils and students (intent on) pursuing their studies in programmes useful within the personnel scheme of the Impol Group.
- Supporting local schools in the implementation of programmes.
- Organising local events in order to promote shortage professions.



## PILLAR 6: RESPONSIBILITY TOWARDS THE LOCAL COMMUNITY



Due to the fact that we are integrated in the local environment, we continuously foster harmonious relationships with the local inhabitants by contributing to the development of social activities, accelerating the development of perspective educational activities, and contributing to a better quality of life.

- We sponsor numerous associations and other organisations, whereby we favour local sports teams and youth organisations.
- We also sponsor local events that go hand in hand with our sponsorship strategy; we decide on the basis of criteria related to professionalism, seriousness, and importance of the event for the development of the local environment.
- We actively report on our operation, plans, and strategies, thus informing all the interested stakeholders.
- We reduce negative impacts on the environment, investing mainly in noise reduction.
- We organise open days, thus enabling the public concerned to view our premises.
- We make development-related investments and increase the number of posts available.



## PILLAR 7: SUSTAINABLE PRODUCTION AND PROCESSES



We strive to achieve operational excellence, thereby increasing productivity, utilisation of work equipment and reducing losses in processes.

We place great emphasis on the digitisation of work processes and increasing efficiency through automation and robotisation of production lines.

Our goal is also to increase the efficiency of energy use and by 2030 achieve the national goal of reducing energy consumption by 9% compared to the starting year of 2020.



# 4. POLICY OF THE IMPOL GROUP

Using advanced technologies we manufacture high-quality aluminium and aluminium alloy products. We offer comprehensive and quality services to our users. We are committed sustainable management in order to prevent pollution and we strive to constantly reduce environmental impacts which are the consequence of our current and past activities. At the same time we are increasing our energy efficiency. We will constantly improve quality management systems, environmental management systems, health and safety at work, social responsibility and energy management system by following the commitments which we have set in various areas of our business operations.

## QUALITY

- Our operations will be focused on business growth, long-term financial safety and added value per employee.
- We will increase the level of user satisfaction by meeting deadlines and ensuring timely deliveries and by upgrading the information system for an improved information transfer.
- We will invest in advanced technology and develop innovative products with higher added value.

## THE ENVIRONMENT AND ENERGY

- We will contribute to preserving natural resources to decarbonisation and reducing TGP emissions by recycling secondary raw material and carefully using all resources, especially by reducing the specific consumption of energy products by developing and investing in energy-efficient installations.
- We will ensure a responsible chemical management and renewable energy resources, look for substitutes for hazardous substances and operate in accordance with the REACH directive.
- We will minimise the negative effects on the quality of air, water, land, forest, animal welfare and other natural resources, will reduce waste, preserve biodiversity and prevent forced evictions.
- We will invest in the top available production techniques, introduce safer and health and environmentally friendly processes that will also reduce noise emissions. We will report GHG emissions and other data regarding the environment.

## HEALTH AND SAFETY AT WORK

- We will build an organisational culture in which employee safety and health are a priority with the intention of constantly preventing the occurrence of accidents at work and other incidents.
- We will ensure a high degree of fire safety.
- We will constantly raise the awareness among employees,

train them for safe work and encourage a healthy lifestyle.

- We will include workers' representatives in the management of the safety and health at work system and regularly consult and actively encourage the involvement of our employees.

## INFORMATION PROTECTION

- We will constantly invest in the improvement of processes, relevant technology and raise awareness among people in order to increase the level of information protection.
- We will build an organisational culture in which protecting the organisation's professional secrecy, protecting personal information and other rights and liberties of individuals is an important aspect and a strong imperative of our operation.

## RISK MANAGEMENT

- In all areas of operation we will recognise and manage risks that could jeopardise the company's operations.

## PARTNERSHIP

- We will listen to the expectations, ideas and initiatives of all interested parties, particularly to users, employees and the public, and will respond to their needs.
- Our activities in the area of managing employees will be directed toward building employee commitment, encouraging teamwork, developing leadership and preventing injuries and damage to health.
- Each individual company will respect legal requirements on all levels and all other commitments adopted by the company with relevant interested parties.

The specified policy of the Impol Group is binding for all companies and processes operating on its behalf.

Slovenska Bistrica, 15/02/2023

Andrej Kolmanič,  
Chief Executive Officer



Irena Šela,  
Executive Director of Finance and Informatics





# 5. COMPLIANCE ASSURANCE

Internal assessment is carried out pursuant to the ISO 26000 standard and is implemented by internal auditors who have been made duly aware of the contents and the requirements of said standard. The assessments are carried out on an annual basis.

## COMPLIANCE CONCERNING THE RESPECT OF HUMAN RIGHTS

	Key indicators	Risks	Conformity assessment	Reporting
<b>Compliance concerning the respect of human rights</b>	Number of complaints submitted by the employees Number of lawsuits related to the non-observance of human rights	Loss of reputation Lawsuits Decline in productivity	Internal verifications related to the compliance of processes with the rules and standards adopted within the organisation External assessment of the ASI standard External assessment of SA8000	Annual report (in accordance with the GRI standard)

## MANAGEMENT OF HEALTH AND SAFETY AT WORK

	Key indicators	Risks	Conformity assessment	Reporting
<b>Management of health and safety at work</b>	Number of work accidents, the degree of seriousness of said work accidents, number of incidents reported	Loss of reputation Lawsuits Decline in productivity	External assessment of the ISO 4001 standard Internal verifications related to the compliance of processes with the rules and standards adopted within the organisation	Annual report (in accordance with the GRI standard) "Metalurgov poročevalec" (an internal magazine) "Metalurg" (a magazine for employees and for the members of the public)

## ENVIRONMENTAL PROTECTION MANAGEMENT

	Key indicators	Risks	Conformity assessment	Reporting
<b>Environmental protection management</b>	Specific use of energy products, quantity of hazardous waste, number of dangerous incidents	Loss of reputation Lawsuits Failure to expand Closures of establishments	External assessment of the ISO 14001 standard Internal verifications related to the compliance of processes with the rules and standards adopted within the organisation	Annual report (in accordance with the GRI standard)

# 6. CHANGE MANAGEMENT AND ONGOING IMPROVEMENTS

We measure process efficiency, identify opportunities, and implement ameliorations that make it possible for us to reach more ambitious goals.

Implementing improvements takes place through the following approaches:

- Implementing lean production methods,
- Discovering discrepancies and implementing corrective measures,
- Systematic encouragement of providing useful suggestions,
- Process reorganisation for the purpose of increasing efficiency.

Within their management standards, all CEOs and managerial staff of the Impol Group have included an obligation to implement at least two organisational improvements into their working process on an annual basis.

# 7. COMMUNICATION

## COMMUNICATION SYSTEMS

For a company to function and develop smoothly, communication and awareness are a prerequisite. The operating policy of the Impol Group and the developments within the group are presented to stakeholders via various channels.

<b>Stakeholders</b>	<b>Awareness-raising and communication channels</b>
<b>Employees</b>	Training courses, workshops, company colleges, sessions of the workers' council, trade union, "Metalurg" magazine, "Metalurgov poročevalec" magazine, notice boards, displays, website, Facebook profile
<b>Consumers, suppliers</b>	Website, supplier portal, annual report, newspaper publications, LinkedIn
<b>Investors, banks</b>	Website, annual report, newspaper publications
<b>Shareholders</b>	Website, annual report, newspaper publications, "Metalurg" magazine, Facebook profile, General meeting of shareholders
<b>Local community, media</b>	Press releases, website, annual report, newspaper publications, "Metalurg" magazine, Facebook, LinkedIn

# PUBLICATION OF THE SUSTAINABLE DEVELOPMENT POLICY

The Sustainable Development Policy is a public document published at [www.impol.si](http://www.impol.si).

The employees become familiar with its content through the following channels:

- Publication in the "Metalurg" internal magazine
- Initial training of new employees
- Periodical training of regular employees within a period of no less than 60 months

## HANDLING OF NON-COMPLIANCE

All non-compliances are resolved pursuant to the adopted internal rules focussing on analysing underlying reasons for their occurrence. The owner of each individual process is responsible for monitoring the implementation of any measure related to it. Stakeholders are notified of any non-compliance having a negative impact on them in a timely and appropriate manner.

**In the event of identifying non-compliance in the Impol Group's operations related to violations of human rights, environmental protection, unethical business practices or any other area covered by the Sustainable Development Policy, all employees and other stakeholders may report the non-compliance to the e-mail: [notranja.revizija@impol.si](mailto:notranja.revizija@impol.si).**

Anonymous applications can be submitted online at <http://povejnaprej.impol.si>

An anonymous report can be submitted in the mailbox located at the entrance to the IC Impol (Partizanska 38, 2310 Slovenska Bistrica). The mailbox is opened every week on Monday (except on public holidays) by an authorised person employed by Kadring, d.o.o. The organisation undertakes to reply within 14 days of receipt of the complaint. The identity of the whistleblower is treated in strict confidence and the organisation guarantees that it will not take any retaliatory action against the person who reported the non-compliance. The person may appeal against the reply given within 30 days.

In the event of mobbing or perceived workplace discrimination or other misconduct, the incident can be reported to [mobing@impol.si](mailto:mobing@impol.si) or a person can book a hearing. Reports are handled by an independent person.

---

### CONTACT OF THE BUREAU VERITAS

You can also make any complaints or suggestions directly to BUREAU VERITAS, which is accredited to certify social responsibility management systems to the SA 8000 standard.

WEB FORM: <https://bureauveritas.integrityline.com/>

TELEFON: +386 1 4757 600

### CONTACT OF THE SAI ORGANIZATION



SAI NYC Headquarters, 9 East 37th Street; 10th Floor, New York, NY 10016, United States of America

Email: [info@sa-intl.org](mailto:info@sa-intl.org)

Telefon: +1 (212) 684-1414



# REFERENCE DOCUMENTS

- The Impol Group Code of Business Conduct
- The Impol Group Code of Business Conduct for Suppliers
- General Purchase Conditions
- Rules of Procedure of the Impol Group
- The Operating Policy of the Impol Group



