

	CODE OF ETHICS		AL13-eng
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The Management of **TUSCANY ITALIAN CONDIMENTS S.r.l.** has adopted the following Code of Ethics:

(Source: Ethical Trading Initiative – 25/04/2016)

1. EMPLOYMENT IS FREELY CHOSEN

- 1.1 There shall be no forced, bonded or involuntary prison labour.
- 1.2 Workers shall not be required to lodge deposits or identity papers with their employer and shall be free to leave their employer after reasonable notice.

2. FREEDOM OF ASSOCIATION AND THE RIGHT TO COLLECTIVE BARGAINING ARE RESPECTED

- 2.1 Workers, without distinction, have the right to join or form trade unions of their own choosing and to bargain collectively.
- 2.2 The employer adopts an open attitude towards the activities of trade unions and their organisational activities.
- 2.3 Workers' representatives shall not suffer discrimination and shall have access to carry out their representative functions in the workplace.
- 2.4 Where the right to freedom of association and collective bargaining is restricted under law, the employer shall facilitate, and not hinder, the development of parallel means for independent and free association and bargaining.

3. WORKING CONDITIONS ARE SAFE AND HYGIENIC

- 3.1 A safe and hygienic working environment shall be provided, bearing in mind the prevailing knowledge of the industry and any specific hazards. Adequate measures shall be taken to prevent accidents and injury to health arising out of, associated with, or occurring in the course of work, by minimising, so far as is reasonably practicable, the causes of hazards inherent in the working environment.
- 3.2 Workers shall receive regular and documented health and safety training, which shall be repeated for new or reassigned workers.
- 3.3 Workers shall have access to clean toilet facilities and potable water and, where appropriate, sanitary facilities for food storage shall be provided.
- 3.4 Where accommodation is provided, it shall be clean, safe and meet the basic needs of workers.
- 3.5 The company, in compliance with this Code, shall assign responsibility for health and safety to a senior management representative.

4. CHILD LABOUR SHALL NOT BE USED

- 4.1 There shall be no recruitment of child labour.
- 4.2 Companies shall develop, participate in and contribute to policies and programmes that provide for the transition of any child found to be performing child labour into quality education until they are no longer children. The definitions of "child" and "child labour" are provided below.
- 4.3 Children and young persons under the age of 18 shall not be employed at night or in hazardous conditions.
- 4.4 These policies and procedures shall conform to the provisions of the relevant International Labour Organization (ILO) standards.

5. LIVING WAGES ARE PAID

- 5.1 Wages and benefits paid for a standard working week shall meet, at a minimum, national legal standards or industry benchmark standards, whichever is higher.
- 5.2 All workers shall be provided with clear written information about their employment conditions regarding wages before entering employment and about the particulars of their wages for the pay period concerned each time they are paid.
- 5.3 Deductions from wages as a disciplinary measure shall not be permitted without the express consent of the worker concerned. All disciplinary measures shall be recorded.

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6. WORKING HOURS ARE NOT EXCESSIVE

6.1 Working hours shall comply with national laws, collective agreements, and the provisions set out in Clauses 6.2 to 6.6, whichever affords the greater protection to workers.

6.2 Working hours, excluding overtime, shall be defined by contract and shall not exceed 48 hours per week.*

6.3 All overtime shall be voluntary. Overtime shall be used responsibly, taking into account the extent, frequency and hours worked by individual workers and by the workforce as a whole. It shall not be used to replace regular employment. Overtime shall always be compensated at a premium rate, which is recommended not to be less than 125% of the regular rate of pay.

6.4 The total number of hours worked in any seven-day period shall not exceed 60 hours, except where Clause 6.5 applies.

6.5 Working hours may exceed 60 hours in any seven-day period only in exceptional circumstances where all of the following conditions are met:

- it is permitted by national law;
- it is allowed under a freely negotiated collective agreement with a workers' organisation representing a significant portion of the workforce;
- appropriate safeguards are taken to protect workers' health and safety;
- the employer can demonstrate that exceptional circumstances apply, such as unexpected production peaks, accidents or emergencies.

6.6 Workers shall be provided with at least one day off in every seven-day period or, where permitted by national law, two days off in every 14-day period.

* International standards recommend the progressive reduction of normal working hours, where appropriate, to 40 hours per week, without any reduction in workers' wages as a result of the reduction in working hours.

7. NO DISCRIMINATION IS PRACTISED

7.1 There shall be no discrimination in hiring, compensation, access to training, promotion, termination or retirement based on race, caste, national origin, religion, age, disability, gender, marital status, sexual orientation, trade union membership or political affiliation.

8. REGULAR EMPLOYMENT IS PROVIDED

8.1 To every extent possible, work performed shall be based on recognised employment relationships established through national law and practice.

8.2 Obligations to employees under labour or social security laws and regulations arising from the regular employment relationship shall not be avoided through the use of labour-only contracting, subcontracting, home-working arrangements, apprenticeship schemes without genuine intent to impart skills or provide regular employment, or through the excessive use of fixed-term contracts.

9. NO HARSH OR INHUMANE TREATMENT IS ALLOWED

9.1 Physical abuse or discipline, the threat of physical abuse, sexual or other forms of harassment, verbal abuse, intimidation or other forms of coercion shall be prohibited.