



ORGANIZATIONAL POLICIES

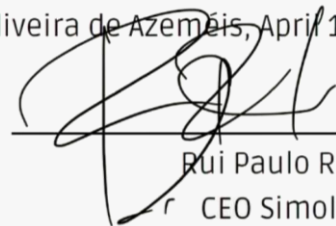
 **Simoldes**
Tools

Simoldes Tools' organizational policies overlap several areas of importance to its stakeholders such as quality, environment, occupational safety and health, sustainability, human rights, sustainable procurement, and biodiversity.

By establishing strong guidelines, Simoldes Tools strengthens its commitment to excellence, equity and long-term success.

Simoldes Tools thus promotes efficiency, transparency and ethics in all operations, fostering responsibility, mutual respect, trust, motivation and a sense of belonging.

Oliveira de Azeméis, April 13th 2023



Rui Paulo Rodrigues
CEO Simoldes Tools

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1

Mission, Vision and Values

Mission

Promote a collaborative and integrative business environment, sustained by customer preference and continuous improvement resulting in maximized returns for our stakeholders.

Vision

To be the best and most sustainable mold maker in the world.

Values

Dedication, commitment, passion, integrity, respect towards our customers, employees and society.



2

Management Systems



Management Systems

The strategic orientations of Simoldes Tools management are defined in the Policy and are based on the following principles:

- **customer satisfaction**, by ensuring the consistent supply of Goods and Services, in conformity with the agreed requirements, proposing product improvements, promoting a partnership relationship and making a world support network available;
- **supplier involvement**, by sharing resources, skills and value creation for both sides, developing solutions to reduce costs;
- **co-worker involvement and valuation**, by promoting communication, participation and appropriate skills acquisition for the working function performance;
- assure a **healthy and safe working environment** to all the co-workers, customers, suppliers and visitors and other interested parties, through the adoption of technics and working **methods preventing working accidents and professional diseases**;



Management Systems

- **update the technological resources** by continuously searching for the most recent trends;
- **environment protection** by minimizing the environmental impact and preventing pollution caused by the activities in a life cycle perspective of the manufactured products, aiming the continuous improvement of the environmental performance;
- keep an integrated management system, in a participated way, promoting its **continuous improvement**;
- ensure that the **laws and regulations applicable** to the company, mould making and implemented integrated system are complied with;
- maximize **productive profitability**, by selling at the best price allowed by the market and producing at the lowest possible cost, supported by efficient and effective functioning of the production resources;
- understand the Needs and Expectations from the **Concerned Parties** assuring their satisfaction;
- **solidarity**, by supporting social institutions, as well as public interest initiatives.



3

Sustainability





Sustainability

Simoldes Tools is aware of its **social responsibility** regarding the environment, health and safety of its employees as well as compliance with **human rights** regulations.

We are committed to go above and beyond our legal responsibilities and implement objectives and actions that align our practices with the **UN Sustainable Development Goals**.

Our practices are defined in such a way as to create both short and long-term added value by **maximizing positive and minimizing any negative impacts on society and the environment throughout the value chain** by means of **ethical and transparent conduct**.



Sustainability

At Simoldes Tools, sustainability is lived daily and constitutes an exercise in **transparency, continuous improvement** and fundamental reflection for ourselves and our stakeholder.

We are committed to **Climate Change Mitigation Policies** with special focus on the reduction of Greenhouse Gas Emissions (GFEE) and the reduction of our products' CO2 footprint.

Sustainability, competitiveness and innovation are strategic pillars to face future challenges and contribute towards improving social and environmental conditions and are therefore taken in consideration in all business decisions.

We act with **corporate responsibility**, so we operate actively, ethically and responsibly for the benefit of society and the environment.



Sustainability

People are the most influential factor in sustainability, believing and **valuing human capital** ensures sustainability in the future. Simoldes Tools is **integrative and inclusive**, promoting equal opportunities in various ethical, religious and social aspects.

Our **commitment to environmental protection and the challenge of decarbonisation** are increasingly present, so we invest in renewable energy, energy efficiency, recyclability and the development of new materials that are lighter and more environmentally friendly.

Our employees are the fundamental support for the success of the company. The promotion of a safe and balanced environment at physical, social and psychological level is one of the fundamental axes in the management of Employees, as well as the creation of decent, non-discriminatory jobs with adequate remuneration, always promoting **social equity of human capital**.



Sustainability

Aware of the risks related to occupational safety, **we promote a culture of safety among all our workers and other stakeholders**, ensuring a safe and secure working environment, access to quality health conditions and encouraging a healthy and sustainable lifestyle.

We engage our supply chain in our effort to **build a better future for all** by developing and implementing mechanisms that strengthen this awareness and collaboration.



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Human Rights



Human Rights

Simoldes Tools establish its commitment to respect the fundamental principles of Human Rights, in accordance with:

Universal Declaration of Human Rights

United Nations Global Compact

Global Reporting Initiative (GRI).



Human Rights

Thus, Simoldes Tools is committed to the fundamental principles of human rights:

Prohibition of Forced Labor, Child Labor and Human Trafficking

Simoldes Tools prohibits all use of child labor and rejects any form of forced or coerced labor resulting from human trafficking.

Freedom of Association and Collective Bargaining

Simoldes Tools recognizes the freedom of association of its employees as well as the right to collective negotiations. It respects trade union activity, negotiating the annual demands booklet with the workers' representative committee.



Human Rights

Non-Discrimination and Prohibition of Harassment

Simoldes Tools does not allow any form of discrimination based on factors that undermine human dignity, such as age, gender, race, nationality, physical or mental disability, sexual, political, religious orientation or trade union membership.

It advocates a workplace with equal opportunities and treatment, free from discrimination of harassment and violence.

Decent Employment and Working Conditions

Simoldes Tools seeks to provide all employees with a safe and healthy working environment, fair and equitable remuneration, continuous training, career development and work-life balance.

It therefore complies with all legislation and collective agreements applicable to its employees.



Human Rights

Relationships

Simoldes Tools promotes Human Rights in its relations with employees through the enforcement of internal regulations defined in the Code of Ethics and Conduct.

Simoldes Tools undertakes to encourage suppliers, partners and customers to respect human rights, reserving the right to terminate cooperation if violations of human rights are identified



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Human
Resources





Human Resources

Recruitment

- Recruiting according to the applicants' attitudes, skills and competencies, ensuring that it is adjusted to the needs and responsibilities of the position.
- Recruiting without discrimination of any kind, such as age, gender, race, nationality, physical or mental disability, sexual, political or religious orientation or trade union membership, promoting equality.
- Ensure equal opportunities in the selection process for all candidates.



Human Resources

Working Conditions and Employment

- Acting in accordance with the applicable legislation and regulations.
- Ensuring decent, safe, healthy and balanced working conditions for all employees.
- Not tolerating any act that affects the dignity and physical and psychological well-being of employees.



Human Resources

Occupational Health and Safety

- Ensuring health and safety conditions in the workplace.
- Ensuring that its activities do not harm the health and safety of its employees and other stakeholders.
- Adopting all suitable measures to prevent occupational risks and accidents.
- Providing training on health and safety at work for all employees.



Human Resources

Working Time and Compensation

- Respecting the working time and fair compensation in accordance with the current legislation.
- Ensuring the rest periods required by law for all employees.
- Promoting the reconciliation of professional, family and personal life.



Human Resources

Training and Development

- Encouraging all employees to update/consolidate their knowledge/skills.
- Supporting the learning and growth of all employees.
- Promoting on-the-job experience and training as forms of learning.
- Ensuring the exchange of knowledge and ideas.
- Providing professional training according to the identified needs and ensuring the number of hours required by law.



Human Resources

Career Management and Performance Assessment

- Give every employee the opportunity to grow, evolve and collaborate.
- Encourage all employees to express their career objectives/expectations.
- Retain and motivate all employees, recognizing and offering opportunities for career development/changes, in line with existing needs, their expectations and their skills and qualifications.



Human Resources

Career Management and Performance Assessment

- Promote all employees based on their performance, which is supported by performance assessment, compliance with established goals and assessment of behavior and potential.
- Ensuring that employees are prepared and have the necessary skills for potential promotion or mobility.
- Evaluating the individual performance of its employees through the performance evaluation model, ensuring that SMART objectives are set and appropriate feedback is given.



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Sustainable Procurement





Sustainable Procurement

Simoldes Tools, as a world leader in the construction of injection moulds for thermoplastics for the automotive and non-automotive sector (packaging, renewable energies, houseware), continually addresses the challenge of sustainability by incorporating ethical, social and environmental concerns in its supply chains in order to gradually and sustainably minimise the impacts of its activity.



Sustainable Procurement

Simoldes Tools strategy towards its supply chain:

- Engage suppliers through consistent adoption of good environmental, social and ethical practices as they are an essential part of building sustainable policies;
- Develop businesses ensuring ethical and social integrity with partnerships that develop and effectively contribute to the supply-demand mix in supply chains;
- Promote continuous progress in long-lasting business partnerships through the creation of the values based on ethical principles and the sharing of social and sustainable responsibility in the business.

As a leader committed to sustainable growth, Simoldes Tools undertakes not only to comply with the applicable legal requirements, but also to involve and commit its employees and suppliers, aware of the importance of the balance between the economic, social and environmental performance of the organization and its stakeholders.



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Biodiversity

Biodiversity



Simoldes Tools, with the implementation of its Biodiversity Policy, seeks to contribute to the global goal of loss of Biodiversity due to human activity. To achieve this goal, it commits to:

- Comply with all relevant environmental legislation and regulations, with the aim to contribute to the conservation of Biodiversity;
- Inform and raise awareness among its Stakeholders of the importance that compliance with nature conservation policies and the application of environmentally responsible techniques can have for the conservation of Biodiversity;
- Get involved in projects that contribute to minimizing impacts on Biodiversity;
- Support interns, master and doctoral students who want to develop curricular projects in the area of nature conservation and sustainability;
- Strengthen dialogue and partnerships with public or private entities on biodiversity issues.



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Conclusion



Conclusion

Organizational policies are the foundation of modern businesses, providing the necessary basis for a solid and responsible corporate culture, fostering a healthy and productive working environment. By encouraging transparency and mutual respect, they strengthen trust between team members and stimulate motivation to achieve business goals.

Note: This document is available on the company's website and intranet.