COMPANY POLICY

1. INTRODUCTION AND PURPOSE

Autenticert, as a certification body accredited in accordance with ISO/IEC 17021 and compliant with the requirements of the ISO 9001, ISO 14001, ISO 45001, ISO 37001, ISO 39001, ISO/IEC 27001, ISO/IEC 27017, ISO/IEC 27018, PAS 24000:2022, UNI/PdR 125 and UNI/PdR 192:2026 management systems, as well as operating in conformity with UNI CEI EN ISO/IEC 17065:2012 for the certification of products, processes and services, is committed to promoting a corporate culture based on integrity, ethics, transparency and responsibility throughout all its activities.

This policy defines the principles governing the certification activities of management systems, persons, products, processes and services, ensuring reliability, technical competence, impartiality, independence and the protection of interested parties.

Autenticert is committed to spreading the culture of certification as a tool for continuous improvement in the areas of Quality, Environment, Health and Safety at Work, Road Safety, Information Security, Anti-Corruption, Ethics, Gender Equality, Social Responsibility and Work-Life Balance – and Personnel certification (in accordance with the requirements of the ISO/IEC 17024 standard).
The organization's primary objective is to guarantee high-value services, fully compliant with regulatory and accreditation requirements, ensuring trust, fairness and customer satisfaction.

2. FUNDAMENTAL PRINCIPLES

Autenticert's activities are based on the following principles:

Impartiality and Independence: All certification processes for management systems, persons, products, processes and services are conducted free from internal or external pressures, ensuring objective, documented and technically sound decisions.

Non-discriminatory access: Autenticert makes its services accessible to all applicants whose activities fall within its scope of operations, without imposing undue conditions related to their size, membership of any association or the number of certifications already issued.

Transparency and Fairness: We manage information and records in a secure, traceable and confidential manner, making all relevant information about our processes available to interested parties.

Zero Tolerance: We adopt a zero-tolerance approach towards corruption, harassment, mobbing, discrimination and violence, in line with ISO 37001, PAS 24000 and UNI/PdR 125 standards.

Social Responsibility: We fully respect the rights of workers, communities and professionals involved, promoting ethical values, equity and inclusion.

3. PERSONNEL MANAGEMENT AND WORK ENVIRONMENT

Human capital is a strategic asset for Autenticert. We are committed to:

Inclusive Environment: Promote a respectful, collaborative organisational climate oriented towards the enhancement of diversity, in line with UNI/PdR 125 and ISO 30415.

Equal Opportunities and Equity: Guarantee equal dignity, absence of discrimination and meritocratic processes in selections, evaluations and career progression.

Non-discriminatory selection: Establich selection and recruirment procedures that promote the reconciliation of family life and work and do not discriminate against potential new resources: during interviews it is not allowed to ask questions relating to marriage, pregnancy or care responsibilities (UNI/PdR 192:2026, § 5.3.3).

Competence, Training and Monitoring of Personnel: Ensure that auditors, assessors, examiners and decision-makers

operate with up-to-date skills, fully compliant with accreditation requirements.

Independent Decision-Making: Certification decisions are based on verifiable evidence and are not influenced by consulting activities, economic interests or conflicting relationships.

4. PROTECTION OF PARENTHOOD AND WORK-LIFE BALANCE

Autenticert recognises that the well-being of people and their families is a strategic factor for the growth, innovation and sustainability of the organisation. In continuity with the commitments already made through the UNI/PdR 125:2022 (Gender Equality) and PAS 24000:2022 (Social Responsibility) certifications, the Top Management has adopted a Management System for the Reconciliation of Family Life and Work in accordance with the UNI/PdR 192:2026 reference practice, which protects maternity, paternity, parenthood and family caregiving responsibilities.
This section constitutes the organisation's Work-Life Balance Policy pursuant to § 5.1.1 and 5.1.3 of the practice, defined by the Top Management in coordination with the internal Working Group.

Commitments of the Top Management:

- Culture of Work-Life Balance: spreading a corporate culture that values the parental role and the sharing of care responsibilities, overcoming gender stereotypes and ensuring that family responsibilities do not constitute an obstacle to career development, also through training and awareness-raising initiatives aimed at management and all staff.
- Maternity and Paternity: guarantee information programmes on leave entitlements and support programmes for returning from maternity/paternity (return interviews, training, coaching), enhancing the transversal skills acquired during the parenting experience and keeping staff on leave informed of significant changes in the workplace.
- Organisational Flexibility: implement forms of time and spatial flexibility (smart working/teleworking, flexible hours, banked-hours schemes, reversible or temporary part-time) compatible with the service needs of the Certification Body, with simple access rules communicated to all staff, and periodic review of flexibility needs.
- Support for Caregivers: recognise and support employees who assist elderly, disabled or non-self-sufficient family members, facilitating access to flexibility tools, dedicated permits and specific services or agreements.
- Non-Discrimination and Equal Opportunities: Ensure that selection, hiring, training, compensation and career management processes are fair and not affected by marital status, current or planned pregnancies, or family care responsibilities, by making career opportunities and professional development programmes available to all staff.

Among the measures already adopted:

- Paid and unpaid maternity, paternity and parental leave.
- 18 weeks of paid maternity leave and at least 3 weeks of paid paternity leave, with the possibility of extensions.
- Flexible working, teleworking and part-time work for personal or family needs.
- Post-leave gradual return programmes and mentoring paths.
- Parenting support services, agreements and assistance.
- Permits dedicated to urgent family needs.

These measures support full gender equality, in accordance with UNI/PdR 125, and work-life balance, in accordance with UNI/PdR 192:2026.

Operational implementation is entrusted to the bodies and documents of the respective management systems (appointments, strategic plans, KPIs and audits), to which reference is made. Autenticert is also committed to giving visibility, in its internal and external communication – including marketing and advertising activities – to the initiatives implemented to promote the reconciliation of family life and work.

5. CORRUPTION PREVENTION AND RISK MANAGEMENT

In accordance with ISO 37001, Autenticert is committed to:

- prevent and combat corruption, fraud and conflicts of interest;
- carry out periodic analyses of the risks of impartiality, security, integrity and anti-corruption;
- take appropriate corrective and preventive measures;
- prohibit any consultancy activity that could compromise the independence of certification processes.

6. PERSONAL, ROAD AND INFORMATION SECURITY

Autenticert considers security an essential value and a strategic commitment extended to all dimensions of the organisation, in line with ISO 45001, ISO 39001, ISO/IEC 27001, ISO/IEC 27017 and ISO/IEC 27018 standards.

Personal Safety and Health in the Workplace

We are committed to ensuring a safe and healthy working environment, preventing injuries, accidents, dangerous behaviour and risks related to physical, organisational or psychosocial conditions.

We promote:

- the continuous assessment of health and safety risks;
- the adoption of appropriate preventive and protective measures;
- periodic staff training;
- the culture of prevention and well-being at work.

Road Safety

In accordance with ISO 39001, we support the reduction of risks related to corporate mobility and work-related travel.

The organisation undertakes to:

- promote the adoption of safe and responsible driving behaviour;
- assess road risks associated with work activities;
- adopt systems and procedures to reduce accidents, critical issues and risky behaviour;
- encourage the use of suitable, controlled and adequately maintained vehicles.

Information Security

Autenticert protects the integrity, confidentiality and availability of the information processed, adopting a management system compliant with ISO/IEC 27001, 27017 and 27018 standards.

The company guarantees:

- physical and logical security controls;
- protection of information systems from cyber risks, unauthorised access, data loss and external attacks;
- management of credentials and authorisations in a "least privilege" logic;
- continuous training on IT security and cyber hygiene;
- structured incident management and business continuity processes;
- advanced measures for the protection of data processed in the cloud.

Autenticert promotes an active culture of safety, based on prevention, individual responsibility and continuous improvement, so that each person contributes to the protection of themselves, others and the information assets of the organisation.

7. QUALITY AND SUSTAINABILITY

The organisation is committed to ensuring:

- certification services that are accurate, reliable and compliant with technical and regulatory requirements;
- management processes oriented towards operational excellence, methodological consistency and continuous improvement;
- constant monitoring of customer and candidate satisfaction, with effective feedback management;
- independent assessments, based on objective evidence and conducted by competent, trained and supervised personnel;
- an approach based on error prevention and strict control of process performance.

Autenticert promotes an internal culture oriented towards quality, with widespread responsibility and active participation of all staff.

Environmental Sustainability

In line with the environmental and sustainability principles, the organisation adopts a proactive approach to environmental protection, committing itself to:

- minimise the environmental impact of its activities;
- prevent pollution through the efficient use of resources, the reduction of energy consumption, responsible waste management and the choice of technologies with a lower impact;
- integrate sustainability criteria into strategic decisions, procurement and supply chain management;
- raise awareness among staff and collaborators on the importance of environmentally responsible behaviour;
- periodically assess environmental risks and opportunities, defining measurable objectives and improvement plans.

Autenticert promotes sustainability as a competitive value and a lever for cultural development for the entire certification sector, encouraging stakeholders and partners to contribute to environmental protection for future generations.

8. HANDLING OF REPORTS, COMPLAINTS AND APPEALS

Autenticert guarantees:

Secure Reporting Channels
Anonymous and confidential, for the management of illegal or unethical behaviour, including violence, mobbing, discrimination or suspected anti-corruption violations.

Impartial Handling of Complaints and Appeals
All complaints and appeals are investigated with transparency, traceability and independence, in accordance with accreditation standards.

Investigations and Sanctions
Each report is subject to timely investigation and confirmed violations result in disciplinary measures, up to and including termination of the employment or contractual relationship, and reporting to the competent authorities.

9. MONITORING, REVIEW AND CONTINUOUS IMPROVEMENT

Autenticert promotes a culture of improvement through:
Internal Committees: Committee for the Safeguarding of Impartiality, the Steering Committee for Gender Equality and the Working Group for the Reconciliation of Family Life and Work (UNI/PdR 192:2026), with periodic meetings to verify the application of policies.

Management review: periodic evaluation of the effectiveness of policies, management systems and strategic results and related KPIs, with the involvement of the competent internal bodies.

Stakeholder involvement: dissemination of the policy, moments of discussion, periodic surveys and transparent communication on objectives and performance.

The Policy is disseminated to all staff, published on the institutional website and made available to interested parties.

BARI, 01/09/2026

THE SOLE DIRECTOR