

**POLICY ON ALCOHOL AND DRUG**

SITIE commits itself to the realization of a workplace that must be kept safe, healthy and productive for all its employees and any external personnel.

- **the company firmly believes that the use of alcohol, drugs and other similar substances by its employees has a negative effect on their duty to efficiently perform their working activity and may have dangerous consequences on their own health as well as on the safety, efficiency and productivity of both other employees and the Company itself;**
- **the use, possession, distribution or sale of illicit drugs, or drugs subject to control and not prescribed by a doctor, inside the Company, is strictly forbidden and can result into punitive actions against the worker involved that may even lead to his/her dismissal;**
- **the Company shall completely exclude the sale and use of alcohol inside its premises: any violation shall result in a written disciplinary action;**
- **those who believe to be dependent on the above-mentioned substances are invited to look for medical support and immediately start a therapeutic treatment before their condition may have a negative effect on their working capacity and result to be dangerous for themselves, their colleagues or third parties as well as for the company and plant's safety;**
- **the Company considers alcohol and drug dependence as a curable condition;**
- **the company doctor in charge, appointed in compliance with the Legislative Decree 81/08, is at complete disposal of any worker who may voluntarily and confidentially decide to consult him/her for any kind of information or simply for a cooperation in order to start a quick and efficient recovery, it being understood that those who decide to follow this kind of treatment shall be fully assisted by all the guarantees provided for by the legal and contractual regulations in force and in full respect of the dignity of the worker;**
- **except for what stated in the following paragraph, should the dependence of the worker on alcohol and drugs be so critical to result dangerous in the carrying out of particular tasks, which represent the object of the due performance, and therefore compromise both their safety and that of their colleagues or third parties involved as well as the safety of the whole plant, the Company, in the exercise of its legal duty to ensure safety at the workplace, reserves the right to change said tasks within the limits provided for by law;**
- **the unfitness of the employee for the performance of his/her working activities, as confirmed by law and resulting from the dependence of the worker on alcohol or drugs, even if subsequent to medical treatment, may lead to the cancellation of the working contract for justified reason;**
- **during the working activities the use of alcoholic drinks, drugs or similar is forbidden. The employees are warned to avoid to use of the a.m. substances also beyond the working hours in case the relevant effects could last during the following working performances;**
- **the Company reserves the right to make sure, without any notice and through particular controls, that there are no drugs or alcohol inside its premises and may ask to the respective employers or competent authorities to remove the personnel working for those third parties who may represent a risk as mentioned above from their duties;**
- **the Company shall ask to its subcontractors (as regards both products and services) to follow the same policy sent with the contract;**
- **communicate this policy to all employees at recruitment and when introducing changes to working practice.**

Chairman of the Board of Directors

