



TESTA AUTOTRASPORTI  
NAZIONALI E INTERNAZIONALI



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## Company Policy

Nowadays, our company is improving our Quality Policy Framework, focusing on the Safety Management aspect, according to what is specified inside the SQAS profile requirements and details.

Our main operando is based on the best performance with the best care of some specific skills that concern Security, Health, Safety, BBS and together with CSR's attitudes.

Our Core ambition for this reason is our Customer satisfaction, performing better and better, in order to put a significant sign inside the Chemical Transportation Market.

This is why our Company define its general Policy sticking to what follows:

- International laws and regulations;
- Iso 9001:2008 requirements;
- Cefic and Sqas Guideline.

To each purpose, our Company is allied with the Quality Policy and each Management review is fully illustrated to our staff to gain the awareness about every company's change.

Podenzano, 4<sup>th</sup> July, 2018

The Director

Testa Tiziano



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## Quality Policy

The Company stated the following strategic aims assuming they must be prosecuted using our Quality System ISO 9001:

- First: identifying our Customer expectations and requirements and turn them into Company standards involving each part of the staff, in order to push everybody towards a concrete effort and to a more efficient and safety service.
- Second: consolidating our Company position inside the transport Market, using our Company policies to have concrete improvements and results.
- Third: tending to the highest level of performance by means of:
  - a) Just in time service and reliability;
  - b) The most advanced technological resources and the most efficient vehicles;
  - c) Professional and trained staff;
  - d) Safety operations;
  - e) Best insurance covers for transport goods;
  - f) Prompt and dynamic problem solving;
  - g) Internal organisation, with qualified and responsible persons, respecting our ethical code and acting with the most proper defensive behaviour in every situation.
  - h) A great Managing Direction, as the first example of all rules of Quality, Safety, Security, Health and Environment Policies and as way to return to our Customer's necessities.

This is the reason why, Testa Tiziano's Policy predicts that:

**Every part of the staff (employee, drivers, partners, suppliers and so on) must and is obliged to take care properly of their own Health and, at the same time, of the Health of all persons involved and affected by their operational activity.**

So, to reach all possible top goals about Health, Safety, Quality and Environment the Company Testa Tiziano pushes all the staff to advice the Direction or the HSEQ Service about each miss accident and/or about each potential risk.

This is basic for our Company, as we guess that each warning can be useful to improve our Health and Safety program and this is the reason why our staff have always immediate report Feedback by the Direction.



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Furthermore, the Company Testa, following its Policy, invite all staff to manage the relationship with its own suppliers in order to:

- ✓ Select them by their Quality Service/Quality products;
- ✓ Act as they were our possible Customers;
- ✓ Build together a relationship based on shared trust and co-operation;
- ✓ Adopt with competitors a loyal and open co-operation;
- ✓ Buy certified and approved -by actual legislation- vehicles and perform their maintenance to protect each person
- ✓ Check the System and its efficiency, through Audits, Non-conformance reports and Customers feedback (**Customer Satisfaction**), corrective and preventive actions, KPI analysis inside Managing review and all available means to improve its performance every day.

## Safety Policy

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The most important aspect in Testa Tiziano Safety Policy is the protection of its staff and all third parties involved in its daily active operational process.

Each effort is intended to prevent and avoid any incident, accident and job professional disease, with all staff co-operation and with an intense witnessing, interactive and training process.

Each step is aimed to identify the main risks inside the Company and to perform the main preventive actions, by applying the following Safety criteria:

- ✓ Wearing PPE any time;
- ✓ Using collective protection devices;
- ✓ Showing up the proper signals and danger warnings inside site and on board;
- ✓ Monitoring the Security and maintenance of all equipment, machinery and security devices;
- ✓ Performing the best operative training for Safety and Health;
- ✓ Teaching and communicating to all staff, the main Safety standards.

Moreover, the Company focuses on granting to all employee and to all operative staff, the highest level of protection and the highest safeguard of Customer goods against criminal acts and robbery, considering each aspect of current Security and improving any possible lack of the system.



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This for the Company Testa Tiziano by means of its Policy acts to:

- adopt the operative internal procedure, worries about each staff training and safeguard, about goods protection and preservation, about third parties and involved community preservation;
- grant to each worker a proper and healthy working place, safe and complying with the actual safety legislations and rules;
- prevent incidents by addressing the efforts in monitoring maintenance, improving training program about Safety procedures during loading and unloading performance;
- face any possible emergency with efficiency and diligence, co-operating with local authorities and organisation, being aware that incidents and accidents, if prevented, can be avoided.
- Respect every national and international laws and legislation and, whether they can be applicable, acting with sense of responsibility and preserving people and environment;
- Protect people, goods and operative guidelines from robbery and vandalism;
- Forbid use, possession and distribution of any drug, narcotic drug or any alcoholic substances, suspending everyone who could be under the effect of this kind of substances and inviting him/her to undergo to a medical check as soon as possible;
- Raise awareness to Safety and Health procedures, pushing each person to apply with the internal program in this sense and encouraging them to carry out a safety behaviour in each circumstance, even outside their working reality.
- Apply corrective actions and non -conformance reports for incidents/accidents to analyse the range of improvement and the possible lack into the global system;
- Create a sense of responsibility inside staff in order to have in each specific role the total protection of persons, workers, third people involved and the general community.
- Perform the BBS program to be sure that the best safety behaviour the less risk for people.
- Check each management review and statistic report to be sure both about progress and missed targets.



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## Alcohol and Drug Policy

The Testa Tiziano's Policy is based has a main rule: every person inside the company activity must be in psycho-physical healthy condition and work with the company Safety directive. This is why, the Direction:

- Forbid to all staff (drivers and employees) to use drugs or alcoholic/psychotic substances while on duty, because these can compromise their performance and their Safety;
- Ban the detention of drugs or alcoholic/psychotic substances on board;
- Focus its attention on check its staff sobriety periodically;
- State to apply the proper corrective action to delete any eventual incompliance and violation of the internal Alcohol and Drug Policy even for its sub-contracted parties.

The company encourages its staff to avoid the abuse and/or consumption of the aforesaid substances even outside the job domain and admit that this particular condition of mental and physical disorder and addiction is actually a disease, but that can be cured.

If the Company suspects that any people inside the team is addicted to any kind of substance, such as drug, alcohol, wine, beer, and so on, the Company organise a medical check to avoid any damage and danger, for the suspected subject, for his/her colleagues, for third people, for his/her vehicle and for the goods during every day activity.

We would like to remind to all staff that by the Transport and Logistic Worker Statute's, the consumption and abuse of alcohol and drugs can be a suitable reason for job dismissal.



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## Environment Policy

Our main Company Policy aims to protect Health and Safety of each staff's member and to adopt a concrete Environmental program to reduce acoustic, atmospheric and environment pollution that could occur while developing every day activity with chemicals and dangerous goods.

In practise, the Managing Direction, is focused on granting a proper Safety and Healthy job domain where all precautions to avoid any risk determined by chemicals or dangerous products are taken.

The Company staff is always subjected to training refresh and inspections to be aware of the overall know-how about environment impact and to prevent accidents.

The vehicles maintenance is scheduled following a resolute criteria in order to keep each technological device on the best level of safety performance.

The emergency training plan is regularly simulated to make people understand the great impact that chemical products can have on the Environment, on the ground and under, without forgetting the human factor.

The company carries out periodically medical inspections to understand the staff physical integrity and to be sure they are suitable for each job aspect.

To reduce the pollution due to CO2 emissions, the Company stated to renew each 3 year the vehicle park, in order to dispose always of the best technological means on the heavy goods vehicle market, choosing among the most advanced ones.

Each step is made to give a concrete mark on the environment pollution reduction respecting the entire legislation related to wasted oils, chemicals and truck parts.

In addition, defensive drive is our main issue during staff training to promote consumptions decrease and to have a tangible emissions reduction.

But a great help is represented also by the partnership and support with crucial Emergency first responders, which work with the highest standards of performance and can grant to contain eventual damages to the community and to the Environment.

Finally the Company gives most importance to the following subjects which concerns Environment:

- Natural resources consumption;
- Energetic resources control;
- Streamlining of materials and dangerous substances;
- Recovery, recycling and waste disposal of each product;
- Pollutant Emissions, due to gas and wasting gas or dangerous substances or fire incidents.



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This is why the Company produces annual reports to analyse and discuss with all parties involved (staff, sub-contractors, partners and local community institution), about Environment Policy trend and benchmarks.

## Company Protection Policy

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The Company adopt all suitable measures to preserve the Company estate, all company documents and/or documents of third parties, held in custody during the development of its own activity.

The Direction, for this aim:

- trains overall staff to internal rules of entry and parking on the Company Site by third people and third unauthorized vehicles;
- asks to each employee, driver and job partner to respect its rules of confidentiality, about facts, products, and circumstances related to the Company and its Customers.
- Invites all staff members to respect Confidentiality inside and outside the Company and with all partners involved.



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## Anti-Corruption Policy

Our Company approaches corruption matters with a very determined and absolute prohibiting procedure, adopting a zero-tolerance about bribery and corruption.

To fight corruption, we apply our Policy to every single part of our system, stressing the importance to comply with the highest standards of integrity and moral propriety.

Our commitment is acting professionally and fairly in all our business.

Our choice is focused on adhering to all rules and legislations related to anti-corruption topics and their applications in Italy and in each foreign Country where the company finds its field of action.

The company actually is strongly occupied in conducting its business without being involved in any corruption situation or illicit affair, both with Public and Private Subjects.

For public Subjects we mean public officials and public service operators and every person operating in Public administration in Italy and inside each Country where our activity is developed.

For private Subjects we mean each person who represents and works according to Customer's and Suppliers' interests, or commercial partners and contracting partners in general and/or any people managing with our company during its activity routine.

In specific the Company fights facilitation payments and kickbacks of all kind and:

- a. does not give or offer any payment, gift, hospitality or other benefits in expectation that a business advantage will be received in return or to reward any business received to no;
- b. accepts any offer from a third party that you know or suspect is made with the expectation that we will provide a business advantage for them or anyone else; or
- c. gives or offer any payment (sometimes called a facilitation payment) to a government official in any country to facilitate or speed up a routine or necessary procedure;
- d. threatens or retaliate against another person who has refused to offer or accept a bribe or who has raised concerns about possible bribery or corruption;
- e. pushes to fulfil an action or to omit it in the company's interest.

Moreover, to every part inside our Ethical Code is strongly forbidden to promise money or any other activity or advantage for private benefit or for third parties' benefit, skipping or performing acts of violations concerning own duties or loyalty and integrity as stated in Testa Tiziano's ethical Policy.



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The Anti-Corruption Policy is fully integrated in our informatic system to allow complete diffusion inside the Company organisation.

Our training team is always available to give information and advice about each step of our ethical code and its application.

Finally, each phase of the Anti-Corruption Policy is periodically checked and reported to analyse if the operando complies with it and if, where possible, additional improvements can be carried out.

**MANAGING DIRECTOR**

*Testa Tiziano*



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## The BBS program and principles

In order to improve our Safety performance, during every loading and unloading operation the Company decides to start using the BBS program (Behaviour based Safety), as planned inside SQAS Core guideline.

The program is fully combined by the main operational events and represent a core factor to analyse performance benchmarks about:

- ✓ Accidents/incidents statistics;
- ✓ Fuel consumption;
- ✓ Maintenance costs;
- ✓ Emissions reduction;
- ✓ Insurance premiums;
- ✓ Fines.

### Company Targets:

With the aforesaid grounds, the Company, starting from the Managing Director, to the operative staff and driving personnel, aim to identify and prevent any possible risk situation improving training sessions to understand and be fully convinced about our company targets.

For this reason, every single aspect of the human behaviour is considered the key to prevent dangerous circumstances.

Each single piece of the system is important, that is to say, that each **Person is Crucial**.

To identify the main potential incidents which can occur during our work, our program follows the following steps:

- ✓ Identify our targets;
- ✓ Analyse each behaviour and give immediate feedback about wrong execution to the person who is performing it, with correction and instruction about method of the right execution.
- ✓ Motivation and positive reinforcement about self-analysis of self-behaviour;
- ✓ Written reports about self-behaviour;
- ✓ Records collection every six months to analyse contents and benchmarks.
- ✓ Audit and meetings to discuss and check together the effective performance.



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For this reason, the staff is pushed to:

- ✓ Operate respecting current laws and legislation;
- ✓ Consider each subject concerned to Safety, Health and Environment, main principles of our company and main responsibility inside the company hierarchy;
- ✓ Perform each operation of (un)-loading, of tank-cleaning and step related to transport service complying with the most advanced Safety procedures in order to avoid environment damage;
- ✓ Develop all activities without any damage to the surroundings, to the plants where they are active and to avoid any danger situation and any possible danger for people's health;
- ✓ Consider for each new agreement the Environment impact and every possible action to prevent any Environment damage risk;
- ✓ Select any tank truck with advanced technologies to reduce the gas emissions in the atmosphere;
- ✓ Adopt the proper corrective actions to face any accidents that could occur during service.



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## Corporate Social Responsibility

The Corporate Social Responsibility represents our great challenge to sustainable development and to produce an overall encouraging impact on our global staff and on the company in general.

Since the partnership concept is one of our main topics, we suppose to success in a long terms interval, co-operating with every single partner, from the single employee to the great Customer or Supplier.

This knowledge comes from the awareness of the direct impact that our management has on the Environment and on the Economy, too and, secondarily, throughout the execution of our Customer's service.

Besides, our way of action about Corporate Responsibility is acting as follows:

- Granting the Environment sustainability, adopting a concrete Environment Policy;
- Assuring the Health and Safety protection of all workers adopting a strict and serious Safety Policy; based on real Safety, Health and Security;
- Tending to Social and Community targets with a tangible Social Policy;
- Regulating ethical subjects;
- Forbidding force labour and involuntary for prisoners,
- Banning children' employment before 15 years of age,
- Granting that young workers will not be involved in any risks and/or exposed to any dangerous situations, both form the health point of view to the moral aspect and supporting them to finish their scholastic path;
- Formulating Policies which treat the working children recovery, in order to give support and to promote their instruction upgrading (including the commitment to remain under 10 hours of daily work, bearing in mind, also, study and transfer);
- Producing apprenticeship contract, granting young workers interests and co-operating with training institutes according to local legislation for their training achievement;
- Promoting public commitment to avoid any form of discrimination ( of race, colour, class, nationality, religion, handicap, sex or sexual orientation, age, union or political membership);
- Preventing any form of discrimination during recruiting;
- Promoting equality on job place concerning carrier and salary;
- Encouraging the mutual dialogue between internal and external parties, activating suppliers and sub-contractors to adopt the same approach of engagement about Social responsibility;
- Reporting every potential illicit episode at work or unfair corrective action by all company staff;
- Endorse carrier implementation and training, throughout a well-defined recruiting system, giving priority to annual company's review to analyse individual skills and performances and to identify the main training targets to be fulfilled.