


| | | | | |
|---|---|--|--------------------|-----------------|
|  | SOCIAL RESPONSIBILITY PROCEDURE | | SA8000:2014 | |
| | PRS4.01 – CHILD LABOUR REMEDIATION PROGRAMME | | REV. 0 | Pag. 1/4 |

Contents

| | |
|---|---|
| 1. SCOPE | 2 |
| 2. APPLICATION AREA | 2 |
| 3. ACTIVITIES DESCRIPTION..... | 2 |
| 3.1 PRE EMPLOYMENT AGE CHECK | 3 |
| 3.2 MONITORING THE COMPLIANCE WITH CHILD LABOUR POLICY BY MOROCOLOR AND SUPPLIERS | 3 |
| 3.3 REMEDIATION PROCEDURES | 3 |
| 3.4 SUPPLIERS MONITORING | 4 |

| | | | | |
|-------------|-------------|--------------------|--|----------------------------|
| | | | | |
| | | |  | |
| 0 | 28/08/2015 | First issue | Silvia Baratto | Marco Moro |
| Rev. | Date | Description | Issued by SPT | Approved by DIR |

| | | | | |
|---|---|--|--------------------|-----------------|
|  | SOCIAL RESPONSIBILITY PROCEDURE | | SA8000:2014 | |
| | PRS4.01 – CHILD LABOUR REMEDIATION PROGRAMME | | REV. 0 | Pag. 2/4 |

1. SCOPE

This document aims to set out operational procedures on how to deal in case of children found on child labour, in the activities over which the company is able to have an influence.

2. APPLICATION AREA

Following measures can be applied to all activities carried out directly by Morocolor Italia Spa or to the activities by Morocolor suppliers over which the company is able to have an influence, in compliance with applicable laws, and, in any case, in the best interest of those concerned.

3. ACTIVITIES DESCRIPTION

Morocolor Italia spa undertakes to comply with, and communicate to internal and external stakeholders its commitment and measures to prevent child labour and to promote the development of a culture of protection of young workers in the workplace.

In particular it is committed to:

- Employ only people over 16 years;
- Respect collective bargaining agreements and national laws regarding child labour and young workers;
- Respect national laws regarding working students;
- Enable forms of cooperation with schools and universities to promote training courses (internship in a company), enabling the integration of young people into the labour market;
- Promote forms of cooperation with non-governmental organisations on support of child protection policies.

We communicate our requirements inside and outside the company as follows:

- Morocolor suppliers involved in production or operations for IKEA shall acknowledge and accept the IWAY requirements, "The IKEA Way on preventing child labour", by signing the IWAY Compliance Commitment document.
- All other Morocolor suppliers shall accept the requirements by signing this document
- The document is displayed in the company notice board
- The requirements are communicated to the staff during company training
- The document is published on the website
- The procedure is available on request to all stakeholders.

If child labour is found, Morocolor will act immediately by implementing following corrective action plan:

| | | | | |
|---|---|--|--------------------|-----------------|
|  | SOCIAL RESPONSIBILITY PROCEDURE | | SA8000:2014 | |
| | PRS4.01 – CHILD LABOUR REMEDIATION PROGRAMME | | REV. 0 | Pag. 3/4 |

3.1 Pre employment age check

During the selection of candidates the Head of Human Resources makes clear to the recruitment agency that the minimum working age (16 years) must be respected by recruitment.

After the selection, during the recruitment procedure, Human Resources must check that the job applicant is allowed to work and confirm his age by taking a copy of his documents or residence permit (non EU citizens) or other documents requested by Collective bargaining agreements.

3.2 Monitoring the compliance with child labour policy by Morocolor and suppliers

Morocolor ensures the compliance with these requirements as follows:

- An internal audit planned and performed by SPT at least once every 12 months, to detect any case of non-compliance.
- Introductory compliance training to workers, so that they can report anomalies or non compliance
- Implementation of the procedure for anonymous suggestions or complaints by the workers
- Unannounced audits by SPT members, trained to perform audits by suppliers, done according to a sampling plan defined every year to ensure compliance.

3.3 Remediation procedures

In the unlikely event, that child labour (workers under the age of 16) is found, the General Direction, in cooperation with the SPT, immediately implements a corrective and preventive action plan, to protect the child and his family. Internal representatives for Ikea must be immediately informed.

Once child labour is found out, the SPT immediately contacts the Association Telefono Azzurro, Childline 114 (free 24 hour helpline). During the telephone call the association makes a first assessment of the situation.

In the case of exploitation of child labour, the police are called, as well as local experts, the Department responsible for Labour Inspection (Ispettorato del Lavoro) and, in some cases, also the General Department for Work of the Ministry of Labour. In the worst forms of child labour Social Services are also called, to identify and establish an individual remediation programme that must be effectively implemented. In particular, the remediation programme must be designed to:

- Grant a source of sustenance for the child and his family providing alternative sources of income.
- Grant that the child can finish compulsory education, by contributing to education costs, including taxes, books and any travel expenses (home to school transport).
- Evaluation of whether another adult family member could be employed in the company or, as an alternative, support him by job search.

The SPT is making it a priority to find the resources for the implementation of the remediation project.

| | | | | |
|---|---|--|--------------------|-----------------|
|  | SOCIAL RESPONSIBILITY PROCEDURE | | SA8000:2014 | |
| | PRS4.01 – CHILD LABOUR REMEDIATION PROGRAMME | | REV. 0 | Pag. 4/4 |

In case of young persons of legal working age (between 16 and 18 years) Morocolor makes sure that they have access to an appropriate professional training programme and that all security laws are respected, to avoid hazardous jobs and to adequately protect their safety and health, both inside and outside the workplace.

If Morocolor finds out that the young worker hasn't finished compulsory education yet, it makes sure that:

- Work hours are only outside of school hours.
- School, work and transportation time does not exceed a combined total of 10 hours per day, and in no case more than 8 hours of work a day.
- No work during night hours.

3.4 Suppliers monitoring

Morocolor suppliers involved in production or operations for IKEA shall acknowledge and accept the requirements to prevent child labour by signing the "Ikea Way on preventing child labour" before signing a business contract. All other suppliers sign this document during the qualification process.

If the supplier refuses to sign up to this commitment, the qualification process is suspended until the noncompliance is resolved and, for suppliers involved in production or operations for IKEA, internal representatives for IKEA must be immediately informed.

If child labour is found during unannounced audits by suppliers, the SPT, after consultation with the General Direction, suspends the qualification process and acts immediately, as mentioned above, by contacting Childline 114 (free 24 hour helpline) or local NGOs (e.g. Save the Children or Amnesty International) and implementing, preferably together with the supplier, the above mentioned corrective actions. In case of Morocolor suppliers involved in production or operations for IKEA, internal representatives for IKEA must be immediately informed.

All actions in paragraphs 3.3 and 3.4 shall be recorded, records must be kept and progress must be regularly monitored. A proper Corrective Action file will be opened in the Social Responsibility System.