

WE
ARE **BACK**
Together

PRYSMIAN GROUP NEW WORKING POLICY

Global Guidelines for a new way of working in the post-Covid-19 era



Dear colleagues,

I am pleased to share with you the final version of our New Working Policy, to be gradually applied in the post-Covid-19 era.

This Policy is driven by the conviction that workplaces play a key role in our life, as professionals and individuals. Being back at our sites strongly builds team spirit, strengthens our social network and stimulates the generation of innovation, ideas and solutions for our business. After being impacted by the pandemic for almost two years, we aim at keeping this prior value for the future, while maintaining also a portion of our time for working remotely as well as solutions for flexible working time.

I believe this Policy has the potential to reinforce our being one-company, while boosting our values drive, trust and simplicity and giving a clear direction to our people.

Thank you very much for your contribution in designing the future of our work, by leveraging on your knowledge of our local contexts in addition to what we had to experience and learn during the pandemic.



Valerio Battista
Chief Executive Officer

*...We will be back
together soon!!!*



What is Remote Working

01

Provides a strategic and business-focused framework for adopting agile and flexible working practices post-Covid-19.

02

An inclusive way of working fostered by a higher level of accountability and flexibility and strengthened through the use of technology.

03

Shifting from a presence-based monitoring to outcome-based checks. Remote Working focuses more on people's performance and results at work than on time and location.

04

Designed to find a proper balance between the office and the home office, the professional and the personal, while leveraging on the value connected to social networking and interpersonal relationships.

05

Empowers managers to play a key role in its effective implementation and sustainable deployment. Managers are invited to lead by example in maintaining their teams while ensuring increased emotional and empathetic connections. They act as change agents encouraging their teams to embed and balance this new hybrid way of working into their daily lives.

The change that accompanies exceptional situations like the Covid-19 pandemic, like Remote Working, requires a huge cultural shift and coordination to be effective. Specific training will be delivered in the next months.

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Our Remote Working Solution

ESSENTIAL OPERATIONS ROLES

Highly place-dependent roles with strong interaction with tools/machines

(e.g. Plant Manager, Production Manager/Engineer, Shift Leaders/Department Supervisor, Maintenance Manager/Engineer, Logistics Manager, Warehouse Manager & WH Leader, Quality Manager, Quality Lab Technicians, HS&E Manager, HSE Emergency Specialist)

WORKPLACE



100%

SEMI-REMOTE-POSSIBLE ROLES

Place-dependent roles with interaction with tools/machines

(e.g. Process Engineer, Continuous Improvement Engineer, Production Planner, R&D Manager, R&D Engineer/Technician, Plant Controller, Plant Buyer, Plant HR, Plant IT Specialist, Plant Inside Sales)

WORKPLACE



REMOTE



up to
3.5 days
per month

85% or more

Up to 15%

REMOTE-POSSIBLE ROLES

Roles mainly executed in offices

(e.g. Milan HQ, Highland Heights HQ, Lexington HQ, Sorocaba HQ, Champ-sur-Marnes, Berlin HQ, Köln, Delft HQ, Moscow, Bishopstokes HQ, Muscat HQ, Istanbul, Dubai, Shouzou HQ, Singapore and other similar locations)

WORKPLACE



REMOTE



up to
8 days per
month

66% or more

Up to 44%

Remote Working – Key Rules

- ❑ Remote working days are on top of business travel days.
- ❑ Does not impact those whose place of work has been already defined as home working contractually.
- ❑ % of remote working days must be considered on a monthly base. More specific rules about how to distribute the % in the month must be defined at Country level under the coordination of the Region. Smart working days cannot be «saved» for the following months.
- ❑ During remote working days, Employees are expected to work and to be available as they would be in the workplace. Therefore, they are invited to follow local existing regulations about working time.
- ❑ Remote working is not mandatory. Therefore, it will be up to the Employee, according to the job role, to express their interest to access the remote working option. Each Region/Country is entitled to set its own approval process, also based on local specific legislation.
- ❑ Eligibility for a job role to access remote working must be assessed based on the ability to be performed at the same level as it would be within the office environment. If a role is dependent on other Employees' presence, remote working is unlikely to be effective. At the same time, the eligibility assessment must take into account the company's encouragement to find a proper and effective balance between remote working and in-office presence that benefits Employee, the organization and the business. In all cases, decisions must be taken while considering the maximum % of remote working allowed by the current Policy (30% on a monthly base).

- ❑ Once the eligibility is defined, Manager and Employee must agree on the remote working calendar in advance, always trying to rotate the days requested between the members of the same Department. It is also the Manager's decision, together with the Employee, to evaluate whether there are exceptional situations or specific business needs that require temporary full presence.
- ❑ In case of abuse or negative impacts on business results in any way, individual agreements to remote working shall come under discussion.
- ❑ Employees are expected to cover the broadband cost (plus heating and lighting), unless local legislation indicates otherwise.
- ❑ The current New Working Policy, where needed, shall be shared, discussed and approved with/by the local works councils.
- ❑ Starting from its local implementation, the New Working Policy becomes operative. Therefore, it must be incorporated into new employment contracts, both collective and individual. It also absorbs and substitutes any other regional and local remote working Policy already in place or that Regions/Countries have already started to negotiate with their works council.