

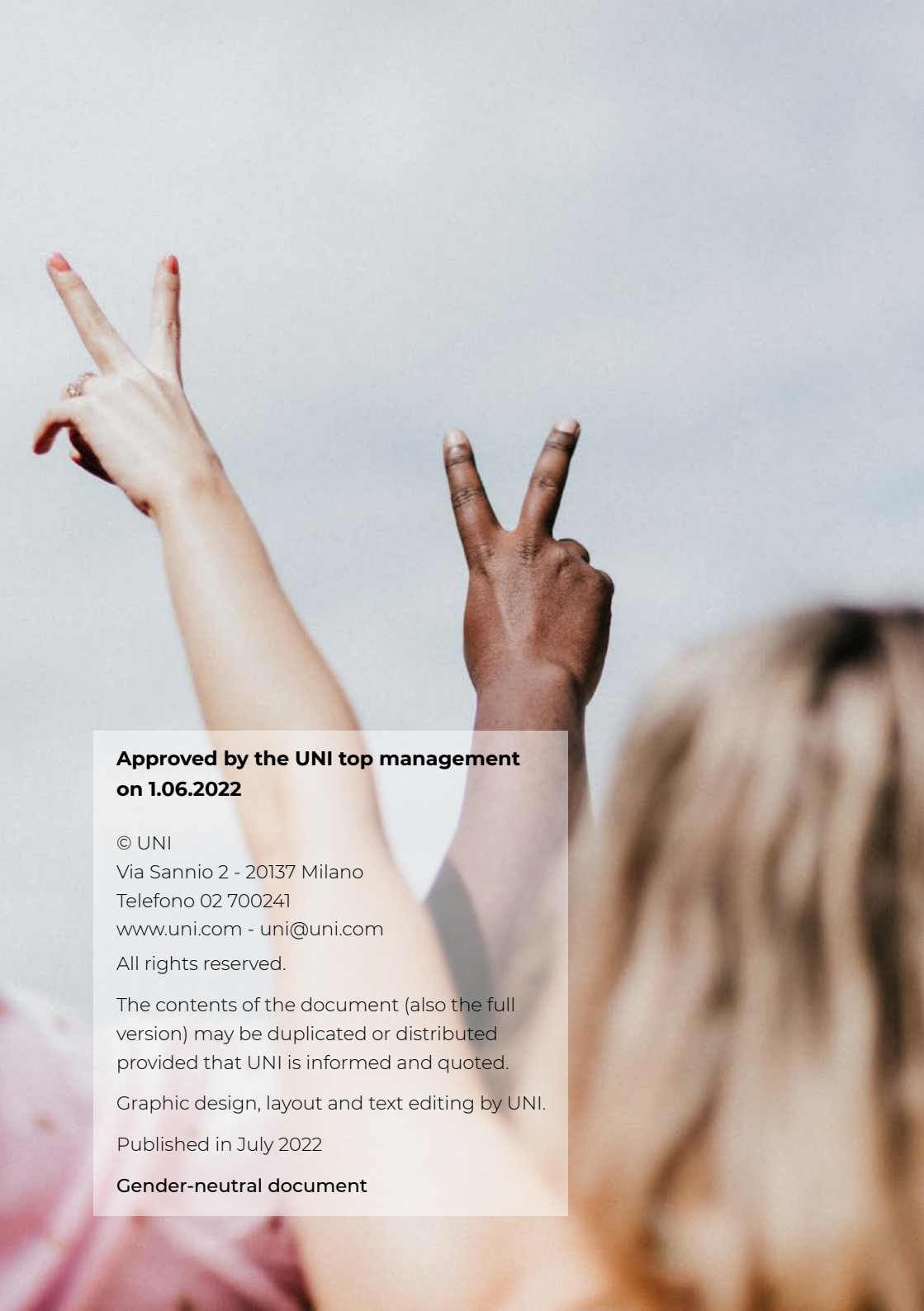
Diversity, Inclusion and **Equal Opportunities**: our policy

May 2022



uni

UN MONDO FATTO BENE

A photograph of two hands, one light-skinned and one dark-skinned, both making peace signs (V-signs) against a light, slightly blurred background. The hands are positioned in the upper half of the frame, with the light-skinned hand on the left and the dark-skinned hand on the right. The background is a soft, out-of-focus light blue or grey.

**Approved by the UNI top management
on 1.06.2022**

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Gender-neutral document

Foreword

The commitment to create a diverse, inclusive and fair working environment stems from our social responsibility guideline. For years, UNI has adopted as its governance model the UNI EN ISO 26000:2020 *Guide to Social Responsibility* by decision of the Board of Directors. In this context, **our actions are aimed at applying social responsibility in daily practice.** In 2020, we consolidated this long-term commitment with the [new Statute](#). Article 1 states that “UNI is a non-profit association ... The principles by which it is inspired are to affirm the dignity of the Person and to protect fundamental Human Rights.” This is the horizon of our work, of our long-term **commitment.**

We can only implement this commitment if every person at UNI is an agent of the change needed to make the governance model based on social responsibility a reality.

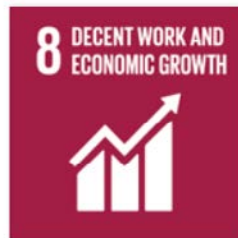
That is why, since 2018, we have been engaged in a transformational journey, involving all staff, aimed at orienting the organisational culture towards **integrity.** From this journey, which aims to raise awareness, train, promote a culture of change and actively involve people, our **integrity infrastructure** was born. It includes the [Ethics Charter](#), which describes the Principles and Values that guide our work, and the [Deontological Charter](#), which addresses areas of potential risk of integrity violations. These guiding documents have several focus points on equal opportunities, non-discrimination and inclusion. One example is our Equality (Fairness) Principle, which in the Ethics Charter states:

*“... every person, regardless of his or her social position, background, gender, race, colour, language, religion, political opinion, minority membership, age, **forms of diversity of any nature**, etc., has the possibility of being **considered equal to all others.** This does not mean that all persons are or should be equal, but that **differences between persons cannot be grounds for discrimination and different treatment**, because every person enjoys equal dignity.”*

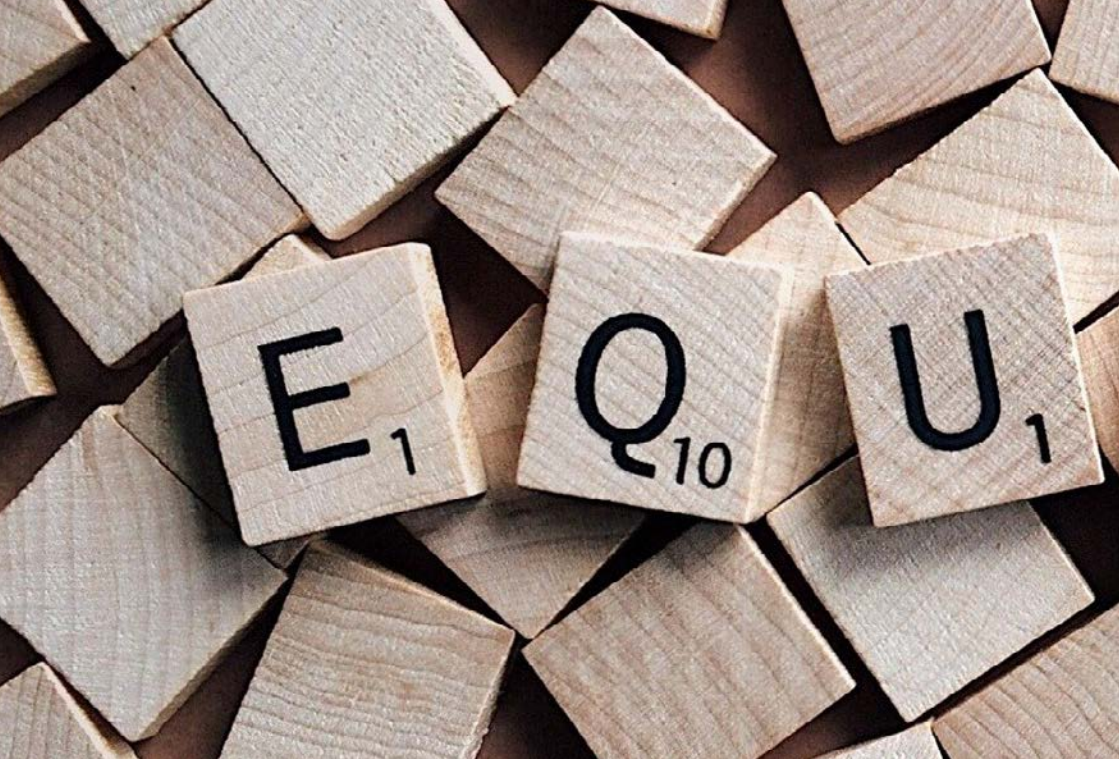
The guarantee of inclusion and equal opportunities is therefore fundamental: we know that there is a positive link between equity and social development, so our objective is not merely to achieve *pink quotas*,

for example, but to enhance the **individual characteristics of people, highlighting their differences**, while fully respecting the skills required. The differences that distinguish each and every one of us are a value, so we intend to promote their presence in our offices, so as to enrich and strengthen the workforce. With this in mind, we are committed to adopting proactive policies aimed at **identifying - and then managing - any risk situations that could prevent full employment inclusion** on the basis of gender, gender identity, age, race, socio-economic background, disability, physical or behavioural traits, religious, sexual, political orientation, etc., in the orientation defined by the guidelines of UNI EN ISO 30415:2021 *Human resource management - Diversity and inclusion*.

Normative production must also take into account the diversity of the people to whom processes, products, services or professions, regulated by technical standards, are addressed. Since 2019, by signing the *UNECE Gender Responsive Standard Declaration*, we have committed ourselves to producing standards that recognise and address gender differences: it is our responsibility to ensure that standardisation is also inclusive, that it does not ignore differences between individuals, but recognises, manages and values them. Thus, technical standards must constitute shared specifications, responsive to the needs of those who use them. In this way, we intend to realise our commitment to the goals of the **UN 2030 Agenda**, in particular **Goal 5 Gender equality** and **Goal 8 Decent work and economic growth**.







Scope of **application**

UNI acts in coherence with the principles of social responsibility essentially through two lines: **inwards**, as an organisation, by adopting a policy transversally oriented towards sustainability and inclusion; and **outwards**, through the production of standards, which is an instrument of change and support in encouraging our stakeholders to achieve the 17 objectives of sustainable development.

The approach to diversity, inclusion and equal opportunities also follows this dualism: on the one hand, it applies to all personnel, regardless of role, profile, classification. On the other, it commits us to **promoting** the principles of diversity, inclusion and equal opportunities also externally through normative activities. We do so:



- paying specific attention to policies, activities, training, personnel management processes, consistent with diversity and inclusion issues;
- producing, disseminating and applying standards that directly address these issues, such as **UNI/PdR 125:2022** *Guidelines on the management system for gender equality which provides the adoption of specific KPIs (Key Performance Indicator) relating to gender equality policies in organizations*, and **UNI EN ISO 30415:2021** *Human Resource Management - Diversity and Inclusion*;
- paying attention to these issues in our normative oversight, as committed to by signing the *UNECE Gender Responsive Standard Declaration*;
- raising awareness among stakeholders involved in the normative production process and Governance, for a fair and diverse representation in the composition of Governance and Technical Bodies.

Definitions

Diversity

Diversity in the work context refers to social differences, more or less marked, which may concern one or more aspects such as gender, gender identity, age, race, socio-economic background, disability, physical or behavioural traits, religious, sexual, political orientation, etc.

In a team, diversity is also expressed through the multiplicity of views and ideas and this, for us, is an asset.

Inclusion

Diversity and uniqueness are a strength in a work environment, but an anti-discriminating reality that is open to diversity is not automatically inclusive. In fact, inclusiveness is an active choice, it is the tool that allows us to value diversity, building an environment where groups of people with common interests and characteristics do not remain separate but confront and mix, influencing each other. Thanks to inclusiveness, different individuals interact and collaborate in a fruitful way, having equal opportunities for participation and decision-making. Inclusiveness is achieved when people feel welcome, supported, respected and empowered with respect to the goals to be pursued.

Equal opportunities

Equity or equality is about guaranteeing all people equal access to opportunities (for training, pay, selection, growth, career, etc.). We are aware that in order to achieve effective equality we need to eliminate unconscious biases that in some contexts prevent full inclusiveness and participation: to do so, we need to know about them and become aware of them. We therefore ask the corporate population to get involved, by organising awareness-raising and info/training meetings, and specific events for the management team for inclusive leadership.



Long-term objectives

Within this general framework, we will work according to the guidelines defined below, which will guide us for the coming years.

Pursue principles and implement guidelines in the area of diversity, inclusion and equal opportunities, specifically:

- UNI EN ISO 26000 *Guide to Social Responsibility*
- *UNECE Gender Responsive Standards Declaration*
- UNI/PdR 125:2022 *Guidelines on the management system for gender equality which provides the adoption of specific KPIs (Key Performance Indicator) relating to gender equality policies in organizations*
- UNI ISO 30415 *Human resource management - Diversity and inclusion.*

Implement inwards in these areas of personnel management:

- Selection
 - a) Orient the recruiting process towards the selection of profiles consistent with the characteristics sought for the individual open positions, regardless of the diversity categories of the people applying (gender, gender identity, age, race, socio-economic background, disability, physical or behavioural traits, religious, sexual, political orientation, etc.).
 - b) Encourage the entry of new talent by bringing in capable young people who bring new visions and perspectives. At the same time, enhance the experience and knowledge of senior staff with seniority in UNI.
- Training and Development
 - a) Undertake specific information/training courses for staff and management structure, in order to raise awareness and enable the recognition - and thus management - of those unconscious biases that might prevent the effective inclusion of minority groups.
 - b) Pay specific attention to the issue of equal opportunities: in the professional development process and meritocratic policy, including through a *calibration process* between managers during the performance appraisal process, ensuring an impartial and fair process based on merit; in salaries between women and men of the same grade and professional profile.



- c) Valuing the behaviour of individuals in terms of respecting and promoting diversity and inclusion policies in the annual performance evaluation, also useful for career advancement purposes.
- Monitoring and Reporting
 - a) Monitor and report periodically on the equality policy and its progress, including through specific KPIs, starting with those established by UNI/PdR 125:2022.
- Work-life balance
 - a) Continue to use the *smart working* tool, already active in UNI since 2017, as a form of work-life balance as well as co-responsibility on company objectives.
 - b) Establishing institutions that can facilitate parenting, parental leave and return to work after the leave period.
- Direct involvement
 - a) Invite staff to appoint a contact person as an equal opportunities point of contact:
 - i) reference and liaison figure between staff and management on these issues;
 - ii) organiser of events and awareness-raising activities;

- iii) responsible for a digital space where people's equality rights, the organisation's commitments in this area, and any information/training related to the prevention of gender-based violence and discrimination are highlighted;
 - iv) inform each new person joining the organisation of the internal policy on the subject, upon entry.
- Communication
 - a) Communicating in an inclusive manner (various documents, processes and procedures, articles, papers, contracts, etc.).

Implementing outwards, in these areas of standardisation development:

- Normative production
 - a) Develop standards that recognise and address gender differences that is inclusive with shared specifications, responsive to the needs of those who use them.
 - b) Writing standards in inclusive language.
 - c) Raise awareness among our stakeholders in order to have equal gender representation among experts in the Working Groups of the Technical Bodies, as well as within the Governance Bodies.
- Communication
 - a) Facilitating the accessibility of particularly relevant digital documents, making them consultable also by visually impaired persons.
 - b) Communicate in an inclusive manner (various documents, posters, articles, papers, social channels, etc.).
- Networking
 - a) Continue to be actively present in national, European and international networks, platforms and frameworks dealing with the topic, for a fruitful exchange of information and best practices also with a view to replicability.
 - b) Create partnerships with actors engaged in this field, or join projects/networks that are considered relevant to foster inclusion (gender equality, disability, youth, etc.), also outside our organisation.
 - c) Ensure equal gender representation in the panel of round tables, events, conferences or other events organised by UNI.





Control and revision

The observation of this policy is overseen by the Deputy Directorate General for Sustainability and Values, as envisaged in the Organisational Structure, also thanks to the *D&I Steering Committee*, set up pursuant to UNI/PdR 125:2022, which will assess whether the diversity and inclusion strategy is effective.

Annually, the Sustainability Report will provide cross-cutting evidence of progress according to the adopted reporting standards.

Once the action plans for the individual areas have been defined, the outcomes will also be evaluated during the annual Management Review of UNI's Integrated Management System. The outcomes of this monitoring will be a resource for necessary improvement measures.

Other already operational control tools are represented by the management structure, the RSU, the RLS, the Board, and the Directorate General. The Whistleblowing tool is also active, supervised by the Supervisory Board, with which it is possible to report any wrongdoing anonymously (see [Deontological Charter](#) point 13; [Organisational Model 231](#) point 8).



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