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TABLE FIRST APPROVAL and SUCCESSIVE REVISIONS

Rev.	Date	Cause	Paragraph	Page	Drafting/Verification/Approval RSG SA – AU/RSM/SPT
00	21/04/2023	First issue of the SG SA 8000:2014			 COSMIC SRL L'Amministratore Dott. Riccardo Marchetto

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1. SCOPE and SCOPE OF APPLICATION.

The **PURPOSE of SA 8000** is to provide a **voluntary and verifiable International Standard**, through Third Party Audits, that defines **the requirements** to be **met by organizations**, including recognition or improvement of workers' rights, workplace conditions and an effective management system. It is **revised periodically** as conditions change due in part to corrections and improvements received from stakeholders.

It is **based**:

- **On the Universal Declaration of Human Rights**,
- **on ILO Conventions** 1, 29, 87, 98, 100, 102, 131, 135, 138,155, 159, 169, 177, 181, 182, 183
- On the International Covenants on Economic, Social, Cultural, Civil and Political Rights
- on the **United Nations Conventions** on the **Rights of the Child** and on the **Elimination of All Forms of Discrimination against Women or Racial Discrimination**
- **On all other international human and labor rights standards**,
- **on national labor laws**

to value and protect all personnel falling within the sphere of control and influence of an organization, who produce products or services for it (see personnel employed directly, those of suppliers, subcontractors, sub-suppliers and home workers).

Organizations must achieve full and sustainable **CONFORMITY with the requirements of this Standard (SOCIAL PERFORMANCE)** through an adequate and effective **MANAGEMENT SYSTEM - SG SA**, an operational map characterized by continuous improvement, **based on the active and joint participation of workers and management**.

SCOPE OF APPLICATION: It is **universally applicable to any type of organization** regardless of its size, geographical location or industry. **Certification** can only be **issued for each specific workplace**. The list of exceptions can be found on the SAI website.

1. NORMATIVE REFERENCES

International Standard ***SA 8000:2014, § IV - Requirements for Social Responsibility point 1.***

2. TERMS and DEFINITIONS.

For **definitions** used in this procedure, reference is made to § ***III*** of the ***SA 8000:2014 International Standard***

The following definitions applicable to this procedure are given for brevity:

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Child: any person under 15 years of age, except where local minimum age laws establish a higher minimum age for access to employment or attendance at compulsory school, in which case the higher age applies.

- **Child labor:** any work performed by a child under the age specified in the definition of child above, except as provided in **ILO Recommendation 146 on the minimum age for employment**.
- **Human Trafficking:** The recruitment, transfer, harboring or receipt of persons through the use of threats, force, deception, or other forms of coercion, for the purpose of exploitation.
- **Remedial Actions for Child Labor:** All forms of support and actions necessary to ensure the safety, health, education and development of children who have been subjected to child labor, as defined above, and whose labor is terminated.

3. RESPONSIBILITY

This **procedure and supporting documents/records** have been developed, checked and approved by the **RSG SA Social Responsibility Management System Manager and the Sole Administrator - AU and Senior Management Representative - RSM with the endorsement of the (SPT) Social Performance Team**. These documents were also made known to the RL SA 8000.

The **AU/RSM**, which must set policy, **procedures and ensure a safe and healthy work environment for all personnel** by taking effective preventive measures that reduce and eliminate the causes of present **hazards and implement the OSH requirements of the standard, is responsible for:**

- **Take care of its operational implementation,**
- **Ensure that they are continually** updated as a result of changes in the referenced standard/regulations or promoted by the organization
- Take care of the **distribution of copies** in controlled and uncontrolled form and preservation/archiving;
- **communicate them effectively, to make them available to all staff** in relevant languages, **and to share them** transparently *with other stakeholders* (trade associations, customers, suppliers, subcontractors and sub-suppliers)
- **to have internal audits and periodic review meetings conducted on the degree of SG compliance and the results of performance indicators with a view to continuous improvement.**

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4. MODES OF OPERATION

*Regarding compliance with the **REQUIREMENT in 1.1**, the organization, in carrying out its activities, **DOES NOT RECOVER** or support the **USE OF CHILD LABOUR with CHILDREN** or the employment of **YOUNG WORKERS UNDER 18 years of age**, as also enshrined in its **POLICY**, effectively communicated to staff - PRS and other stakeholders - API.*

If it becomes aware of **critical or serious situations/Non-Compliant with national and international regulatory dictates and this Standard**, it undertakes to

- **-to counteract them**, if not properly managed as also stipulated in criteria 1.2 and 1.3, by informing the relevant authorities
- **to provide adequate financial** and/or other support to enable the **children/minors** involved to attend school until the end of the age-appropriate scheduled course **or young workers** to work only outside school hours, without night shifts and no more than 8 hours a day, **with a view to the protection of minors and their mental and physical well-being**
- **not to expose children or young child workers to situations that are hazardous or harmful** to their physical and mental development and health, inside and outside the workplace

The organization employs qualified and competent **LABOR CONSULTANTS**.

Normally

- **in the pre-recruitment stages of its staff carefully analyzes**, through **the documents requested and** exhibited, the age of applicants, so that there are no cases of workers being hired infants/minors or too young,
- **for each worker hired, collects, maintains and updates appropriate documentation as verifiable proof of age, not accepting false or forged documents,**
- **requires and verifies, through appropriate Written Notices/Communications, forwarded by e- mail, that *other interested parties-APIs*** (trade associations, customers, suppliers, subcontractors and sub-suppliers) with whom it comes in contact, counter and do not use or support ***CHILD LABOUR with children or the employment of YOUNG WORKERS who are minors.***

Otherwise, it provides

- **open a formal Nonconformity - NC**, requesting the implementation of **Corrective and Preventive Actions - AC and AP** to the other party involved,

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- **to report the wrongdoing**, in cases of obvious seriousness, **to the competent police and judicial authorities**, responsible for the protection of minors, for the immediate restoration of the conditions of legality, health, safety and welfare of the minors involved.

This **Procedure** is **made available and consultable to internal stakeholders** see PRS through its distribution **by direct contact in special meetings/meetings and/or by e-mail** and/or through its **publication on the company website** www.cosmicwaterleaks.space also for other external stakeholders - **API**.

5. DOCUMENTS and RECORDS.

-POLICY SA 8000:2014

-DOCUMENTATION LABOR RELATIONSHIP MANAGEMENT with PERSONNEL.

-INFORMATION/COMMUNICATIONS to OTHER INTERESTED PARTIES.

-P02 - RECORDING - RG No. 03 "DOCUMENTS DISTRIBUTED IN CONTROLLED COPY.