

<b>MINERVA GROUP</b> <i>Minerva/Jolly/Bodany</i>	<b>QUALITY/ENVIRONMENT SYSTEM MANUAL</b>	09/2021
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## 5.2 QUALITY-ENVIRONMENT POLICY

### 5.2.1 Quality-environment policy

MINERVA GROUP has the primary goal of making products that fully meet the needs of its customers.

MINERVA GROUP also undertakes to establish, maintain and review, at predefined intervals, a documented quality-environment system, in accordance with the standards of reference (EN ISO 9001-14001), in which it is held in the highest regard:

- the context in which the company operates and the expectations of the company
- control of the production cycle,
- the relationship with the customer with reference to the care of the aspects related to the transmission of the information necessary for the realization of the product/service in order to ensure its satisfaction
- the constant pursuit of legislative compliance
- commitment to continuous improvement of its environmental performance, especially in the areas with the greatest impact
- the constant pursuit of pollution prevention
- respect for the ecosystem, always promoting its protection and preservation.

MINERVA GROUP is also committed to complying with the ethical principles established by the SA8000 standard regarding social responsibility and compliance with workplace safety regulations.

#### **Business strategy**

For this reason, the organization must create geographical centers of excellence in the fields of design, production and logistics.

It is therefore necessary to choose suppliers who share the same concerns of excellence and accompany them to achieve our same quality goals.

For this reason, the organization is committed to respectfully using the resources of our environment and strongly combating any waste of resources.

For this reason, everyone must strive to achieve the objectives in order to provide superior performance to the competition.

The management wants to promote the development of a culture that is based on meeting deadlines and/or dynamism and/or horizontal and vertical communication and/or a mindset in which everyone is looking for quality improvement permanently.

Every employee must consider their colleague as an internal customer and provide them with impeccable performance that is essential to achieving the satisfaction of our external customers.

These results depend on a team spirit that is based on open and comprehensive communication.

Therefore, everyone must meet the deadlines, the specified level of quality and continually seek productivity improvements in his work.

Every employee must do their job with a constant view of possible improvements in their industry.

Group work by a dynamic and balanced design team must be the key to the success of the MINERVA GROUP.

## Management Commitment

The Management is committed to providing each employee with the means to achieve the objectives set.

The Management supports the development of a spirit of excellence and ensures that every employee is well integrated into the company, has the necessary training and technical means to perform his task to the best.

The Management supports this mentality and is committed to providing the concrete means to advance the objectives of the MINERVA GROUP. This priority must mobilize the intelligence of all, no one excluded.

## What management expects from every employee

The Management expects from each of its employees the initiatives in its work, the assumption of responsibility for its mission and a sincere, visible and permanent commitment to the company.

To achieve these goals, the Company declares specific commitments for each internal process, which are collected in the "Process Indicators" document, which is kept separately along with the Annual Review Minutes of the Quality-Environment System.

The Direction : Matthias Peter Aerni

Porrentruy, 08/09/2021

