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## 1 CORPORATE VISION and MISION

### VISION

A passionate international team devoted to innovation from Concept to Reality Leader in Cosmetic Packaging Solutions

### MISSION

To invent, develop and provide smart and innovative solutions to deliver cosmetic products in a safe, sustainable and fashionable way

## 2 CORPORATE POLICY

*Cosfinity* implemented a corporate INTEGRATED MANAGEMENT SYSTEM in order to define and apply a simple, continuous and expanded way of documenting rules and procedures which ensure the quality and safety of products, customer satisfaction, safety and respect for workers, control of environmental impacts and the conscious and responsible use of our resources.

The management system considers the basics of binding legislation, the special features and industry best practices, but mainly FOCUSES on identifying, understanding and the application of customers' requirements, in order to cure and increase their SATISFACTION as a prerequisite for the development and success of the company.

The definition of the management system is based on the mapping and organization of business PROCESSES, with the assignment of responsibility, authority and resources for management and operating procedures consistently.

EFFECTIVENESS, EFFICIENCY AND RISK CONTROL are the system's guiding principles, so the documentation and procedures are based on focusing on optimizing the goals of the enterprise's resource management, and are supported by a distributed decision-making system that guides the involvement and improvement continuously.

DATE and VERSION		APPROVED by
01 Nov 2019	1	Chief Executive Officer Laurence Kuo

### 3 QUALITY POLICY

QUALITY and COSMETIC SAFETY is designed, developed and produced by *Cosfinity*, and is guaranteed by processes and the infrastructure in place, in accordance with industry best practice, as well as a quality assurance system that is conducted in line with the ISO 9001, the Guidelines ISO 22716 and the European Regulation EU1223/09 in the field of cosmetic products.

The product's CONFORMITY is monitored and verified through a control plan that extends from the beginning stages of the ingredients and materials, through the individual production processes up to the final release, while evaluating compliance with each stage with respect to the specific product.

The IDENTIFICATION rules and registration adopted by *Cosfinity* are such as to allow a full TRACEABILITY of ingredients, processes, and controls related to any cosmetic product made.

The materials management, infrastructure and equipment, and operational and behavioral rules are defined to control and minimize the risk of contamination and damage throughout the entire production process, including the work carried out by external providers. Glass and wood are not allowed in cosmetic production departments.

The adequacy of the processes, equipment, suppliers and staff is subject to qualification and validation. The preparation and training of staff is taken care of with a careful and continuous training which focuses on the rules of the system and the application of GOOD MANUFACTURING PRACTICES in the cosmetic industry.

The TIMELINESS, ACCURACY, and the level of service we provide, are considered in all aspects of quality targets and customer satisfaction goals we strive to achieve. The control of the costs and the speed of reaction are considered objectives of efficiency and effectiveness.

The audit work, data analysis, problems and deviations management, and attention to customer satisfaction and to the suggestions of the operating staff in conjunction with the strategic lines of direction, are the elements that drive the CONTINUOUS IMPROVEMENT processes.

TECHNOLOGICAL INNOVATION and new formulation studies are one of the objectives with which *Cosfinity* continuously pursues the satisfaction of the needs and requirements of customers and consumers. The safety and quality of each new formulation is subject to monitoring and verification, in accordance with the regulations of the individual country.

### 4 HEALTH and SAFETY POLICY

The STAFF is the most important resource we have, and for this *Cosfinity*, in a responsible and determined way, implements all the actions required by local law to manage and minimize the risks of accidents and risks of our workers' health. For the good of all, we do not tolerate any objections by the staff to the safety rules.

The active involvement of staff in the implementation of protection and preventive measures is supported with continuous INFORMATION and TRAINING that includes the risks for each task, the preventive measures, the use of personal protective equipment, fire-fighting and first aid.

The assessment of the RISK to health and safety is considered a priority and binding in any business decision, at both organizational and operational levels: decisions or practices that could compromise the health and safety of workers are not permitted.

## 5 ENVIRONMENTAL POLICY

*Cosfinity* is committed to use in a responsible way and to preserve PLANET RESOURCES for future generation. Environmental local law are the minimum and mandatory reference for all the activities, nevertheless the best practices in energy saving and in material recycling are the continuous improvement target for any production and logistic process involved by the company.

All business decisions, within the scope of its competence and will, will map to materials, processes and tools that minimize the RESOURCE consumption and ENVIRONMENTAL IMPACTS. In cases where the choices are conducted by others, the commitment *Cosfinity* is still to indicate and suggest the implementation of best environmental practices.

## 6 SOCIAL ACCOUNTABILITY POLICY

*Cosfinity* identified in SUSTAINABILITY, in REPUTATION and social responsibility VALUES strategic objectives in which to base their industrial development programs and business. Enduring success is governed by the ability to act in a responsible and respectful way, by way of the stakeholders and in particular the environment, workers, suppliers and partners, customers.

Within the work management, *Cosfinity* ensures full respect of national and international NORM labor and contractual agreements.

*Cosfinity* does not accept and does not tolerate conduct prejudicial to the dignity of persons or discriminatory behavior by sex, race, religious or political belief, sexual orientation, health status. Bullying behavior, stalking and invasion of personal privacy are also not permitted.

*Cosfinity* does not get involved in production processes with manufacturing suppliers that are not able to ensure full compliance with the legislation on labor and safety at work. There shall be no child labor or any form of forced labor.

Corporate communication takes account of the performance in the environmental, social and development goals, and the improvement that *Cosfinity* takes in these areas. This also includes the implementation of its Ethic Code and Code of Conduct.

## 7 COMMITMENTS OF MANAGEMENT

Management is committed to define rules, procedures, and to provide adequate resources so that there is integrated, efficient, and effectiveness in all of our objectives within all business processes, decision-taking as guide the quality assurance principles and risk management.

Management strives to inform and train staff on strategies, business rules and objectives in order to mold the conditions to be an active and responsible environment for all employees in relation to their roles. Also, to promote the application and the continuous improvement of the integrated management system.

Management is committed to promote the values and ethical principles expressed in the Ethic Code and to ensure the application of the Code of Conduct throughout the supply chain which is controlled by the company.

The Management Board is committed to verify the company's results and to promote specific measures to adjust, improve, and make strategic changes.