

APPENDIX - “Communication On Progress: list of activities”

Principles	Objectives & Commitment	Actions Taken	Monitoring
1. HUMAN RIGHTS			
<p>#1 Businesses should support and respect the protection of internationally proclaimed human rights;</p> <p>#2 Businesses should make sure that they are not complicit in human rights abuses.</p>	<p>Green Media Lab strongly believes it is important to respect and protect all human rights. This is why it commits to supporting the Universal Declaration of Human Rights (UDHR).</p>	<p>- Green Media Lab installed a box where all workers can anonymously submit thoughts, considerations, complaints or suggestions;</p>	<p>All the letters submitted in the box are reviewed by the Human Resources Manager and by the CEO on a monthly basis. Letters are then shared openly during the monthly company meeting in order to foster open discussion and to find a solution.</p>
2. LABOUR			
<p>#3 Businesses should uphold the freedom of association and the effective recognition of the right to collective bargaining;</p> <p>#4 Businesses should uphold the elimination of all forms of forced and compulsory labour;</p> <p>#5 Businesses should uphold the effective abolition of child labour;</p> <p>#6 Businesses should uphold the elimination of discrimination in respect of employment and occupation.</p>	<p>Green Media Lab commits to follow the conventions set forth by the International Labor Organization (ILO).</p> <p>Green Media Lab developed the Workers Handbook reporting all the rules regarding workers duties and rights and the policies the firm follows in order to ensure decent working conditions to all its workers.</p>	<p>- Green Media Lab grants all its employees the right to protest (e.g. Fridays For Future);</p> <p>- Green Media Lab does its best to ensure a safe working environment (e.g. purchasing COVID health insurances for all its employees).</p>	<p>The administration office has always been in charge of managing the organisation of all workers. Starting from September 2021 this function was passed onto the Human Resources Manager.</p>

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3. ENVIRONMENT			
<p>#7 Businesses should support a precautionary approach to environmental challenges;</p> <p>#8 Businesses should undertake initiatives to promote greater environmental responsibility;</p> <p>#9 Businesses should encourage the development and diffusion of environmentally friendly technologies.</p>	<p>Green Media Lab commits to preventing any environmental harm caused by its business related activities (as explained by the “polluter-pays principle”) and it pledges to promote the protection of biodiversity and our planet.</p>	<ul style="list-style-type: none"> - Green Media Lab stated in its company charter its commitment to prevent any damage to the environment and to protect nature; - Green Media Lab took part to the NetZero 2030 movement, committing to achieve the company's carbon neutrality by 2030; - Green Media Lab chose renewable energy for its energy supply (50% of the total of the energy bill). It commits to move to 100% of green energy supply in the following year; - Green Media Lab regularly uses second-hand materials to build furnitures (e.g. old trash bins have been reused for plant vases); - Green Media Lab installed the Fabbrica dell’Aria, a system that takes advantage of the natural abilities of plants to filter the air, eliminating up to 98% of the VOC. - Green Media Lab prefers recycled or biodegradable products for daily use (e.g. tissues, coffee cups etc); - Green Media Lab has started energy efficiency measures: 100% LED lighting, energy efficient electrical appliances; - Green Media Lab installed a water dispenser through Wami 	<p>The environmental performance of the company is reviewed at least annually by the CEO.</p>

		<p>supporting in this way the construction of water wells in developing countries;</p> <ul style="list-style-type: none"> - Green Media Lab developed a series of lectures for the Universities in Milan regarding environmental crises and social problems. It also developed 5 free webinars on sustainable business practices hosting partners and experts of each sector. 	
4. ANTI-CORRUPTION			
<p>#10 Businesses should work against corruption in all its forms, including extortion and bribery.</p>	<p>Green Media Lab commits to doing business in a responsible way following the principle of transparency. Therefore it pledges to prevent and eradicate all forms of corruption and tangents that arise or may arise within its business activities.</p>	<ul style="list-style-type: none"> - Green Media Lab developed a whistleblowing policy defining the procedure all stakeholders can follow in order to file a corruption charge; - Green Media Lab installed a box where all workers can anonymously report any wrongdoing they witnessed within business activities. 	<p>The team, also known as ODV - Organismo Di Vigilanza - in charge of ensuring that all rules stated in the Workers Handbook, regularly monitors all the feedback received through the processes.</p>