

## **Convenção Européia pelo Diálogo Social** (*Convention Saint Gobain pour le Dialogue Sociale Européen*)

### **Responsabilidades**

Saint-Gobain estipula responsabilidades distintas com respeito aos seus clientes, investidores, empregados, fornecedores, a sociedade (em geral) e o meio ambiente.

### **Responsabilidades perante os clientes**

Os clientes contam com a Saint-Gobain em relação à realização de seus desejos.

Então temos a responsabilidade de:

- fornecer produtos e serviços de grande qualidade
- ter preços competitivos
- ter entrega conveniente
- respeitar em todos os aspectos as tansações dos desejos, os interesses e as normas éticas dos clientes
- fornecer informação oportuna e adequada aos clientes

### **Responsabilidades perante os investidores**

Os investidores permitem a Saint-Gobain financiar suas atividades.

Então temos a responsabilidade de:

- garantir a continuidade da empresa
- obter a longo prazo un rendimento suficiente dos recursos investidos, dentro de uma proporção razoável para revisão do grau de risco da atividade
- comunicar em tempo hábil informações importantes
- tomar todas as medidas necessárias para prevenir delitos de princípios

### **Responsabilidades perante os empregados**

Os empregados dedicam uma grande parte de seu tempo e de seus conhecimentos para a Saint-Gobain.

Então temos a responsabilidade de:

- respeitar os códigos de padrão nacionais e internacionais de trabalho, como por exemplo o combate ao trabalho infantil
- utilizar a capacidade dos empregados e permitir-lhes desenvolverem-se em seus trabalhos

- oferecer boas condições de trabalho em um ambiente são e seguro
- impedir toda forma de discriminação, de intimidação e de abuso de poder
- comunicar-nos clara e honestamente
- admitir toda forma de crítica, sugestões e novas idéias
- evitar, dentro da medida do possível, todas as objeções por ocasião da execução do trabalho e de se alcançar uma solução
- tratar de manter boas relações com os representantes dos empregados que têm uma relação construtiva com a empresa
- de criar um ambiente que estimule os empregados a respeitarem este código

### **Responsabilidades com os fornecedores**

Os fornecedores provêm os serviços e os produtos que a empresa utiliza. Para certos fornecedores a empresa Saint-Gobain é um cliente muito importante.

Então temos a responsabilidade de:

- selecionar os fornecedores de conformidade com as considerações de mercado
- pagar preços correntes e de ter exigências razoáveis
- de conseguir relações estáveis e duráveis que garantam valor, qualidade, confiança e competitividade
- pagar em dia e segundo os acordos estabelecidos
- ser franco e digno de confiança em todas nossas atividades
- rejeitar relações com fornecedores que infringem sistematicamente os códigos de padrões nacionais e internacionais
- não aceitar favores nem convites que possam comprometer a integridade de uma relação profissional

### **Responsabilidades perante a sociedade**

A infra-estrutura social e física da sociedade permite que Saint-Gobain empreenda.

Então temos a responsabilidade de:

- rejeitar negócios com países submetidos a um boicote nacional ou internacional
- respeitar os direitos humanos conforme a Declaração Universal dos Direitos do Homem
- rejeitar negócios com países que não respeitem este código dentro da execução de nosso trabalho
- não efetuar pagamentos a indivíduos nem a partidos políticos

- apoiar iniciativas, dentro de nossas possibilidades e objetivos, que contribuam para a melhoria da sociedade
- estabelecer relações construtivas com organizações-não governamentais
- não contribuir, nem direta, nem indiretamente com a lavagem de dinheiro
- ter como objetivo a competição honrada e franca, respeitando os direitos de propriedade material e intelectual de nossos concorrentes de forma que a lei se aplique à concorrência

### **Dilemas**

Vista a complexidade do trabalho da Saint-Gobain, as responsabilidades podem estar em conflito, o que pode engendrar os dilemas que podem levar ao fracasso.

### **Justificativa**

Saint-Gobain prestará atenção a toda condição que tenha de ver com as atividades da empresa, como as condições de trabalho e que se possa compreender.

Saint-Gobain está pronta a se justificar, se necessário e/ou conveniente, quanto à aplicação deste Código.

Todas as demandas, sugestões e todas as queixas serão levadas em consideração.

### **Responsabilidades perante o meio ambiente**

Saint -Gobain utiliza fontes energéticas naturais.

Então temos a responsabilidade de:

- respeitar pelo menos as medidas e prescrições legais mais importantes referentes ao meio ambiente e de fazer além de seu domínio, se a situação exigir
- prevenir ou limitar ao máximo possível e a longo prazo a poluição do solo, da água, do ar, o uso de materiais perigosos, a quantidade de resíduos tal como a poluição sonora
- reciclagem de resíduos e emprego eficaz da água e energia
- traduzir clara e precisamente nossa gestão em normas/diretivas e fazer com que elas sejam realmente aplicadas
- de zelar constantemente para que a consciência e a motivação dos empregados da Saint-Gobain, assim como de outros trabalhadores nos limites da empresa, com respeito aos problemas de meio ambiente, sejam observados por todos, se

bem que legalmente a responsabilidade é incumbência única dos administradores.

### **General Principles of conduct and action for the Saint-Gobain Group.**

The Saint-Gobain Group has developed a number of shared principles applied by both management and employees which have guided the activities of the Group over the years.

Today the Group wishes to give written expression to these principles in order to facilitate their communication and consolidate their implementation throughout the Group worldwide. The purpose of this document is also to make a public statement of Saint-Gobain's adherence to these basic principles of conduct and action, which apply to all companies forming the Group without regard to the country of activity.

The principles set out are not intended to be exhaustive but to cover the most essential areas. They are complemented, and may in the future be further complemented, by sometimes more specific rules having regard to local conditions or particular positions of responsibility, but in any case without detracting from the basic principles.

The application of these principles is a requirement for belonging to the Saint-Gobain Group.

### **Principles of Conduct**

The Saint-Gobain Group considers that the basic values shared by management and employees alike are professional commitment, respect for others, integrity, loyalty and solidarity. These are principles of conduct which apply to each one of us.

**Professional commitment** for us means mobilising to the best of one's ability the knowledge and know-how of the individual and also calls for training to keep both up to date. It requires personal commitment and a willingness to take on those tasks which have assigned and to acquire needed knowledge. It implies the effective contribution of each person in caring particularly for the environment and for worker health and safety.

**Respect for others** is an absolute prerequisite for the professional and personal development of each person. It must be applied throughout the Group worldwide and implies an acceptance of pluralism and others cultures and of people of all origins. It is expressed in a readiness to listen to others, to inform, to explain and to engage in dialogue.

**Integrity** requires a rigorous adherence to probity in one's professional activities. It admits of no compromising of the interests of the Group entrusted to the given individual in favour of that person's own private interests – whether in dealings within the Group or in dealings on behalf of the Group with third parties, whatever local practices might be.

Detailed rules of conduct may be adopted for certain categories of Group personnel where the nature of their responsibilities so requires.

**Loyalty** requires honesty and fairness in dealing with superiors, colleagues, subordinates and third parties dealing with the Group. In particular, it is incompatible with the pursuit of self-interest where the latter conflicts with the goals of the individual Group company or the Group as a whole. It implies the adherence to the guidelines and internal rules of individual Group companies and of the Group as a whole.

**Solidarity** is based on a sense of individual responsibility at work which prevails over self-centered thinking and encourages team work and bringing out the best in each person. It means rejecting management or operational methods which are geared more to the self-satisfaction of given individuals rather than the interests of the particular Group company or the Group as a whole.

### **Principles of Action**

The Saint-Gobain Group wishes to set out the principles of action which govern the activity of all management and employees in the exercise of their professional responsibilities regardless of the country involved.

These principles of action contribute<sup>1</sup> to the realisation of sustainable development and responsible patterns of growth in accordance with the long-term strategy pursued by the Group.

### **Respect for the Law**

All Group companies are to apply in all areas all laws and regulations in force in those countries where they carry on business.

Particular attention is drawn to the areas described below.

All Group companies shall prohibit all actions which might breach applicable norms of competition law.

They shall refrain from any form of financing political parties or activities, even if allowed under local law.

They also are to reject all forms of active or passive corruption whether in domestic or international transactions<sup>2</sup>.

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<sup>1</sup> They are intended to embody the OECD Guidelines for Multinational Enterprises, adopted in June 2000.

<sup>2</sup> Covered by the OECD Convention on Combating Bribery of Foreign Public Officials in International Business Transactions of 17th December 1997.

Furthermore, Group companies are to renounce exploiting loopholes or inadequacies in any such laws or regulations where this would mean non-compliance with the norms of the Saint-Gobain Group in the areas described below.

### **Caring for the Environment**

Group Companies are to actively promote the protection of the environment.

At company sites management methods shall be followed, wherever the site may be located, which allow measurable environmental performance standards to be set, and actual performance to be regularly evaluated and checked against the applicable standards.

They shall strive to raise the main relevant environmental performance standards of their own sites to the level of particularly effective performance standards found in the Group for comparable sites – even if that means going beyond the requirements of local legislation.

### **Worker Health and Safety**

Group companies are to take particular care to adopt all measures necessary to ensure the best possible protection against health and safety risks in the workplace.

They shall adopt risk reduction policies and follow-up on the due application of the same, checking actual results against the applicable standards. Such policies shall apply both to their own employees and to employees of sub-contractors where the latter are working on a Group site.

They shall strive to raise the main relevant health and safety performance standards of their own sites to the level of particularly effective performance standards found in the Group for comparable sites – even if that means going beyond the requirements of local legislation.

### **Employee Rights**

Group companies are to scrupulously ensure that employees' rights are respected.

They are to promote an active dialogue with their employees.

In addition, and without limitation, they shall respect the following rules, even if not provided for by applicable local law:

They shall refrain from any form of recourse to forced labour, compulsory labour or child labour<sup>3</sup> -- whether directly or indirectly or through sub-contractors where the latter are working on a Group site; and

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<sup>3</sup> As defined by the applicable conventions of the International Labour Organisation

They shall refrain from any form of discrimination of whatever kind with respect to their employees whether in the recruitment process, at hiring, or during or at the end of the employment relationship.

Each member of management and employee of the Saint-Gobain Group is personally responsible for applying these principles of conduct and action.

Each management level – company, business unit, Delegation or Branch, carries its own responsibility for ensuring the application of these principles of the Group.

The Branches and Delegations are to report regularly to the general management of the Group on how the principles are being applied.

The general management of the Group is to implement awareness and training programmes on order to promote these principles across the Group. It will stipulate the measures required to enable effective testing, and checking of actual results against the applicable standards, to be carried out.