

## INTEGRATED MANAGEMENT SYSTEM POLICY

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### 1. Purpose and Scope of Our Policy

#### Objective

Norm Holding Integrated Management Systems Policy aims to make clear our commitments in the fields of environment, occupational health and safety and energy management as an organisation that adopts sustainability principles and is sensitive to climate change.

Another purpose of this document is to define the scope and limits of the Integrated Occupational Health and Safety, Environment and Energy Management System (IMS) in terms of organisation, campuses and infrastructure, and to explain the areas excluded from the scope and the reasons for exclusion, if any.

#### Scope

Norm Holding is an integrated group of companies that carries out its activities in shaping and coating fasteners and manufacturing the required moulds for the automotive main and sub-industry as well as other sectors.

This policy covers Norm Fasteners, Norm Coating and Norm Tooling factories and our production facilities detailed in geographical scope. The scope of the system is planning, realising, reviewing and taking precautions for the management, audits, monitoring and improvement of the activities carried out in production, purchasing, human resources, maintenance and auxiliary facilities, administrative affairs and inspection and test processes with an IMS perspective. In this context, our geographical and technical scope is also specified in the annexes.

### 2. Responsibility

Review of this policy is the responsibility of the Sustainability and Management Systems Director; approval is the responsibility of the CEO. The policy is reviewed at least annually or as necessary, taking into account changes in global and legal legislation, guidance in national and international frameworks and stakeholder expectations.

### 3. Our Commitments and Targets

As Norm Holding, our primary goal in all our operations is to minimise the environmental accident risk of our employees and local communities living in the regions where we are located, and to ensure the continuity of Occupational Health and Safety and Environmental Culture. Occupational Health and Safety is an integral part of everything we do and has the first priority in all our activities. In this context, climate change and energy management issues are also among our strategic priorities. Our basic principles within the scope of integrated management systems;

- **To follow our compliance obligations** within the framework of legal requirements and other requirements from related parties covering our risks and opportunities in our activities **and to endeavour to do better,**
- **To reduce risks by eliminating hazards** with proactive approaches in order to create **a safe and healthy working environment,** to take **preventive measures,** to evaluate, prioritise and reduce all hazards that may arise from working environments to an acceptable risk level and thus to prevent injuries and work-related health problems

- **To be prepared for** all kinds of **extraordinary situations** that may occur in our organisation (events that require emergency response, struggle, first aid or evacuation such as fire, explosion, hazardous chemical release, environmental accident, natural disaster) **and to provide the relevant resources,**
- To **purchase equipment, preventive measures, PPE and services** that include OHS, environment and energy-oriented technologies and methods by following technological developments in national and international platforms,
- **To establish our norms by prioritising OHS, Environment, Energy issues in** new investment and improvement **projects** with our forward-looking steps and to carry out training activities including subcontractors, to increase their personal awareness by providing knowledge, skills and competence,
- **To ensure the availability of** the necessary **information and resources by consulting and ensuring the participation of employees/representatives** for the **continuous improvement of** OHS, Environment and Energy performance/targets and Integrated Management System
- To **prevent environmental pollution and protect the environment** with our greenhouse gas emissions, carbon footprint reduction and waste minimisation projects in order to slow down the effects of the climate crisis with permanent solutions,
- To carry out efforts to reduce and prevent air emissions other than greenhouse gases by adopting the principle of **protecting the ecosystem** with preventive approaches in all our activities and to produce projects to control other emissions that pollute the local environment,
- Identify the management of raw materials, chemicals and wastes and develop strategies for waste minimisation, recycling and disposal,
- To reduce the amount of waste by increasing the recycling and recovery opportunities at the end of the life of our products,
- To ensure **the protection of** natural life and **ecosystems** by promoting **the use of sustainable resources** and to set principles that promote biodiversity,
- Identify strategies to reduce water consumption and ensure effective treatment and discharge of wastewater
- **To use** primary and secondary **energy sources efficiently** in all our activities, to turn to renewable/alternative energy sources, to utilise waste energy and to manage any leakages that may occur,
- To take an active role in the fight against climate change, to develop innovative solutions to reduce our carbon footprint and to contribute to the development of our suppliers in line with the same goals
- To increase the value we create with projects for a sustainable life with qualified education and culture & arts activities in the geography we are in under the framework of value to society and the future,

We pledge on behalf of all employees.

## Objectives:

Occupational safety, environment and energy related targets start from strategic targets down to individual targets and are evaluated within Norm Holding Performance Evaluation System. Occupational safety performance evaluation criteria are accident severity and accident frequency rates. Environmental performance evaluation criteria are the amount of hazardous and non-hazardous waste per tonne of processes, chemical and water values used per tonne and energy values spent per tonne. Energy performance evaluation criteria are the cumulative energy intensity index of additional processes. Trainings within the scope of IMS and legal regulations are monitored and reported by HR.

In order to fulfil the principles and commitments set out in the policy and to ensure coordination between the departments and senior management, these KPI-based data, which have been determined and foreseen within the scope of the company's strategic plans, are presented at monthly meetings called executive meetings.

We have cross-site audits, internal audits and external ISO 45001-14001-50001 Management System certification audits and action tracking systems that monitor the effectiveness of this approach.

In addition, we have near-term, medium-term and long-term strategic goals under the headings of value to the world and value to people, which are published in our sustainability report, and progress is shared.

## 4. Attachments

### Geographical Scope:

- **Norm Izmir Civata San. Tic. A.S.:** Production of Fasteners (all fasteners including bolts, nuts, ball joints, bushings, screws, rivets etc. special products)
- **Address:** İzmir Atatürk Organised Industrial Zone, İzmir Atatürk Organised Industrial Zone, Çiğli District, İzmir Province, 10007 Sokak no:1/1/3.
- **Norm Somun San. Tic. A.S.:** Production of Fasteners (all fasteners including bolts, nuts, ball joints, bushings, screws, rivets etc. special products)
- **Address:** İzmir Province, Çiğli District, İzmir Atatürk Organised Industrial Zone, 10006 Street No:50-52, 10032 Street No:9.
- **Norm Salihli Vida ve Civata Makine San. ve Tic. A. Ş.- Salihli Branch:** Production of Fasteners (all fasteners including bolts, nuts, ball joints, bushings, screws, rivets etc. special products)
- **Address:** Manisa Province, Salihli District, Salihli Organised Industrial Zone 304. Cadde No:8 address, It operates.
- **Norm Somun San. Tic. A.Ş.-Salihli Branch:** Production of Fasteners (all fasteners including bolts, nuts, ball joints, bushings, screws, rivets etc. special products)
- **Address:** Manisa Province, Salihli District, Salihli Organised Industrial Zone, Salihli Organised Industrial Zone 304 Cadde No:16
- **MS Vida Makine San. ve Tic. A. Ş.- Salihli Branch:** Production of Fasteners (all fasteners including bolts, nuts, ball joints, bushings, screws, rivets etc. special products)
- **Address** Organised Industrial Zone 304. Cadde No:18/1 Salihli Manisa address.
- **Uysal Makine Sanayi İthalat İhracat ve Tic. A.S:** Plating and coating

- **Address:** İzmir Atatürk Organised Industrial Zone, İzmir Atatürk Organised Industrial Zone, Çiğli District, İzmir Province, 10038 Sokak No:5.
- **Uysal Makine Sanayi İthalat İhracat ve Tic. A.Ş.- Uysal 2 Branch:** Plating and coating
- **Address:** İzmir Atatürk Organised Industrial Zone, İzmir Atatürk Organised Industrial Zone, Çiğli District, İzmir Province, 10037 Street No:8.
- **Uysal Makine Sanayi İthalat İhracat ve Tic. A.Ş.- Uysal Salihli 2 Branch:** Plating and coating
- **Address:** Manisa Province, Salihli District, Salihli Organised Industrial Zone 306. Cad. No: 9 address.
- **Nedu Fasteners San. and Tic. A. S:** Production of Various Cold Forming Moulds and Secondary Process Machining Parts for Bolts and Nuts
- **Address:** İzmir Atatürk Organised Industrial Zone, İzmir Atatürk Organised Industrial Zone, Çiğli District, İzmir Province, 10002 Street No:8.