

## **ANNEX 04**

### **Internal management: social policy & human rights**

The contracts offered by the company to its employees conform to Italian national standards provided for all labor contracts in the travel and tourism industry. All TFL Tours employees have an ordinary national collective agreement (a CCNL - Workers' National Collective Contract) for workers at all various levels in the tourism industry which:

- Guarantees all standard labor rights;
- Refers to specific wage rates and pay scales' tables;
- Regulates notice periods in case of resignation or dismissal (which vary according to levels), periods of Holiday / Annual leave, Maternity leave, Pensions, Sick Leave and Additional benefits;
- Safeguards a working environment based on mutual respect and fairness, deeming unacceptable any discrimination based on gender, sexual orientation, origin and opinions or, in any case, harmful to personal dignity.