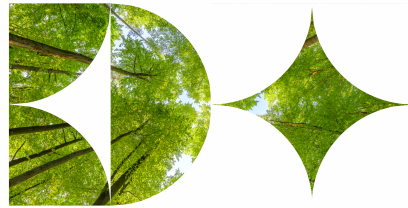


Code of Ethics



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1. Purpose and scope

This Code of Ethics defines the values, principles, and rules of conduct that guide all activities of progetto Doable.

Progetto Doable directs its work toward the development of solutions, services, and processes that support the conscious, sustainable, and concrete achievement of personal and professional goals for individuals and organizations it collaborates with.

The Code of Ethics aims to:

1. declare the core values of the company culture;
2. define the expected behaviours of all involved parties;
3. ensure fairness, transparency, and accountability in all activities;
4. prevent unethical or harmful conduct;
5. provide a clear framework for managing violations.

Adherence to this Code is an essential condition for collaborating with progetto Doable.

2. Applicability and recipients

This Code of Ethics applies to:

- founders and governance bodies;
- employees and internal collaborators;
- external consultants and professionals;
- partners and suppliers;
- interns, trainees, and volunteers;
- anyone acting in the name of or on behalf of progetto Doable.

All involved parties are required to:

- be familiar with and comply with the Code;
- adopt behaviours consistent with the stated principles;
- contribute to a respectful and safe environment;
- report any violations or inappropriate conduct.

3. Core Values

3.1 Proactivity Driven-Culture

Progetto Doable promotes a culture oriented toward conscious action and personal responsibility. Proactivity implies the ability to anticipate needs, contexts, and consequences, acting with intention and initiative.

In practice, this value is reflected in:

- taking responsibility for one's decisions and actions;
- solution-oriented thinking and continuous improvement;
- the ability to act effectively in complex or uncertain contexts;
- respect for commitments and agreed deadlines;
- willingness to acknowledge mistakes and take corrective action.

3.2 Community Development

Progetto Doable recognizes the value of relationships and communities as a central element of its activities.

Every project, collaboration, or initiative is conceived as part of a broader ecosystem involving people, organizations, and territories.

This value entails:

- attention to the social impact of activities carried out;
- building relationships based on trust, fairness, and mutual respect;
- promoting collaborative and inclusive practices;
- rejecting opportunistic or exclusionary behaviours;
- actively contributing to the development of the communities involved.

3.3 Situational Awareness

Progetto Doable acts with awareness of the context in which it operates, recognizing the complexity of situations and the diversity of perspectives.

Situational awareness includes:

- the ability to understand organizational, social, and relational contexts;
- attention to power dynamics, roles, and responsibilities;
- preventive assessment of the effects of decisions;
- responsible use of information and data;
- adapting behaviours to specific situations in compliance with ethical principles.

3.4 Conscious Leadership

Progetto Doable promotes conscious leadership, understood as the ability to lead oneself and others with responsibility, consistency, and awareness of the impact of one's actions.

This value is expressed through:

- alignment between declared values and actual behaviours;
- exercising one's role with respect, listening, and awareness of limits;
- preventing abuses of power or authoritarian conduct;
- fostering autonomy, growth, and well-being;
- taking responsibility for decisions that affect others.

3.5 Collaborative Journey

Progetto Doable views work as a shared journey based on collaboration and shared responsibility. Results arise from participatory processes and the conscious contribution of all involved parties.

This value involves:

- valuing teamwork and the exchange of expertise;
- open, clear, and respectful communication;
- sharing information necessary for carrying out activities;
- constructive management of conflicts;
- recognition of individual contributions within a collective path.

3.6 Values – Expected Behaviours Matrix

The following matrix translates progetto Doable’s values into expected behaviours, providing a practical reference to guide daily choices and actions.

Value	Expected Behaviours
Proactivity Drive-Culture	Acting responsibly and intentionally; anticipating needs and critical issues; respecting commitments and deadlines; proposing solutions and improvements; promptly reporting problems or risks.
Community Development	Building relationships based on trust and respect; considering the impact of actions on people and contexts; avoiding opportunistic practices; fostering collaboration and inclusion.
Situational Awareness	Assessing context before acting; using information and data responsibly; adapting behaviours and decisions to specific situations; recognizing limits and risks.
Conscious Leadership	Acting with consistency and accountability; exercising one’s role without abuse of power; promoting listening, autonomy, and well-being; taking responsibility for decisions that affect others.
Collaborative Journey	Sharing information and expertise; communicating clearly and respectfully; actively contributing to teamwork; managing conflicts constructively; recognizing the contributions of others.

4. Standards of Conduct

4.1 Use of company resources and assets

Progetto Doable's resources (tools, funds, technologies, infrastructure, materials, and data) must be used exclusively for authorized activities.

It is prohibited to:

- use resources for personal purposes without explicit authorization;
- transfer materials or tools to unauthorized third parties;
- engage in activities that may damage company assets or compromise their security.

Each individual is responsible for the proper care and preservation of resources.

4.2 Conflicts of interest

A conflict of interest arises when a decision or behaviour may be influenced by personal, family, or professional interests.

All involved parties must:

- avoid situations that may give rise to conflicts;
- promptly disclose any potentially critical situations;
- refrain from decision-making when potential influence is identified;
- comply with the guidance of the body responsible for conflict assessment.

4.3 Relationships with partners, suppliers, and stakeholders

Progetto Doable manages external relationships according to principles of:

- fairness;
- mutual respect;
- contractual transparency;
- regulatory compliance.

Personal favoritism, opaque agreements, and unfair contractual practices are prohibited.

4.4 Communication and corporate representation

Anyone representing progetto Doable must ensure communications that are:

- accurate, documented, and not misleading;
- consistent with company values;
- respectful in tone and content.

Public communication, including social media activities, must not damage the company's reputation or credibility.

4.5 Data protection and privacy

Progetto Doable manages personal and sensitive data in compliance with applicable regulations.

All individuals must:

- process data solely for authorized purposes;
- use secure tools and personal credentials;
- avoid unauthorized disclosure of information;
- promptly report any data breaches or security incidents.

4.6 Workplace safety and well-being

Progetto Doable is committed to ensuring a safe working environment, including:

- compliance with workplace safety regulations;
- adoption of prudent and collaborative behaviours;
- protection of physical and mental health;
- prevention of stress, overload, and psychosocial risks.

5. Internal relationships

5.1 Collaboration and teamwork

Progetto Doable fosters a climate based on:

- cooperation;
- listening;
- constructive dialogue;
- sharing necessary information.

Opportunistic behaviour, unfair competition, or actions that hinder others' work are not tolerated.

5.2 Diversity, Equity, and Inclusion

Progetto Doable considers diversity a resource and promotes policies that ensure:

- equal opportunities;
- equitable access to training and growth;
- recognition of individual skills and competencies;
- attention to diverse personal needs.

5.3 Internal reporting management

Any individual may report behaviours contrary to this Code of Ethics through dedicated channels, ensuring:

- confidentiality of the reporting party;
- protection against retaliation;
- impartial assessment of reports.

6. Relationships with the community

Progetto Doable commits to:

- contributing positively to the communities it engages with;
- promoting responsible and respectful practices;
- avoiding activities that may generate negative social or environmental impacts;
- adopting an ethical approach in all external communication and collaboration activities.

7. Training and Dissemination of the Code of Ethics

Progetto Doable ensures:

- accessibility of the Code to all involved parties;
- periodic awareness and training activities on ethical matters;
- updates to the document in line with regulatory and organizational developments.

8. Violations and consequences

Failure to comply with this Code of Ethics may result in:

- training interventions or formal warnings;
- operational limitations;
- termination of the collaboration relationship;
- notification of competent authorities in cases of legal violations.

Each violation is assessed based on its severity, intent, and impact.

9. Approval and Review

This Code of Ethics is approved by the competent bodies of progetto Doable and is subject to periodic review to ensure consistency, effectiveness, and relevance.

10. Conclusion

This Code of Ethics represents a shared commitment by all individuals involved in progetto Doable. Its observance ensures credibility, consistency, and quality of work, contributing to the company's sustainable and responsible growth.

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