

Internal Regulations for the Initiative: “SHAPE A MEMORY” – Sofidel Calendar 2026”

1. RECIPIENTS AND PRIZES

- This prize initiative is aimed at all fixed-term and permanent employees of the Sofidel Group, including those in their probationary period, provided they are employed at the start of the initiative and remain employed at the time of its closure.
- Participation in this prize initiative implies unconditional and total acceptance of the rules and clauses outlined in these regulations without any limitations.
- The Companies of the Sofidel Group cannot, under any circumstances, be held responsible for the non-delivery or non-receipt of any and all communications related to this initiative.
- Participants explicitly acknowledge and accept that participation does not imply the prior purchase of a good or service produced and/or sold by Sofidel S.p.A., the entity promoting the initiative, and/or by its affiliated companies.
- The prizes are awarded in recognition of the winners' personal merit and as a title of encouragement for those who, through their activities, have made their contribution, specifically helping the Sofidel Group to communicate through its 2026 calendar the company's 60-year anniversary.

2. PARTICIPATION IN THE INITIATIVE, JURY AND WINNERS

- The initiative takes place in co-creation mode: employees of the Sofidel Group are asked to connect to a web page (via PC or smartphone) and fill out a registration form with their data (**first name, last name, company, plant/office, company email – if any**) and write the text for an anniversary card addressed to the Sofidel Group.
- The initiative runs **from 17:00 CET on 15 July 2025 to 17:00 CET on 10 September 2025** in online mode. Submissions must be uploaded only via the official landing page: <https://communication.sofidel.com/>. Submissions after the deadline will not be considered for the initiative.
- Employees may take part in the initiative with one or more contributions; however, for the purpose of awarding prizes, only a single participation will be considered.
- The initiative will recognize 13 winners selected from all employees of the Sofidel Group companies who have participated in the initiative, in the manner and timeframe indicated in these rules.

- The 13 winners will be selected based on the unquestionable judgment of the initiative's Jury composed of five members who will act as an impartial and meritocratic judging body:
 - Ambra Taccola, Sofidel Group Communication Manager.
 - Roberto Berti, Sofidel Corporate Human Resources Manager.
 - Massimiliano Vannucchi, Sofidel Chief Operating Officer.
 - Simone Capuano, Sofidel America Executive VP, Operations & Supply Chain.
 - Derek Dafoe, Executive Vice President – Marketing & Sales USA.
- The contributions provided by the participating employees will in any case be judged anonymously: the Jury – only after the winning contributions have been announced – will connect them with the authors. This is to ensure total impartiality of the judging.
- Jury members are excluded from participating in the initiative to ensure impartiality and fairness in the evaluation process.

3. PRIZES FOR THE 13 WINNERS

- Each winner selected by the Jury will receive a gross prize worth €1,000 (or its equivalent in local currency), disbursed via an Amazon gift card, once all winners have been identified, or in any case as soon as possible after the conclusion of the initiative.
- Gross prize means that the same may be subject to the taxation provided for, on a country-by-country basis, by the relevant tax and contribution regulations.
- The prize is non-transferable and must be used by the expiration date indicated on the gift card.
- The names of the winners will be officially announced by December 20, 2025.

4. PRIZES TO THE FIRST 1,000 PARTICIPANTS

- The first one thousand employees who participate in the initiative, complying with the rules of these regulations, will receive as a special prize an additional day of vacation in the year 2026.
- The technological and digital system through which participation in the initiative will materialize will be used to define the chronology of participation and thus the first thousand participants who will be entitled to this special prize. In this regard, a list of participants in the initiative as recorded chronologically by the technological system used will be compiled.

- The use of the additional vacation day, as well as all other vacation days due to employees, will be subject to the relevant company and national regulations and, in any case, will be subject to the prior approval of the applicants' line managers.
- In any case, additional vacation days shall be granted taking care not to jeopardize the regular performance of work activities.
- Additional vacation days must be taken exclusively in 2026; otherwise, the entitlement will be forfeited.
- For the Group's Italian companies, the additional vacation day will be made available to eligible employees only if they have reached the established individual residual vacation target.
- The first 1,000 participants will receive instructions from their respective companies on how to use their additional vacation day by January 31, 2026.

5. PRIZES TO ALL PARTICIPANTS

- All employees who participate in the initiative, complying with the rules of these regulations, will receive a case of Sofidel tissue paper products as a gift to be collected according to the directions provided by their respective companies.
- Pursuant to the regulations in force in the various countries, the value of the case of Sofidel tissue paper products may be subject to taxation in accordance with the relevant tax and contribution regulations.
- Instructions for claiming the prize will be provided to participants by their respective companies by March 31, 2026.

6. RIGHTS AND OBLIGATIONS

- All contributions submitted as part of this initiative become the exclusive property of the Sofidel Group. By participating in the initiative, the employee irrevocably and gratuitously assigns to Sofidel all economic and copyright related rights over the submitted contributions, in any form or application, both present and future, with no time or territorial limits, in accordance with applicable intellectual property laws and regulations.
- Sofidel S.p.A., the entity promoting the initiative, holds the exclusive right to use, develop, modify, implement, and commercially exploit the submitted contributions, or other intellectual property rights, with no obligation to consult, recognize, or provide any additional compensation to the employee, beyond the prizes set forth in this regulation. By participating in the initiative, the employee fully and unconditionally accepts the

above provisions.

- By participating in the initiative, the participant guarantees that the submitted contribution is original, no company's budget has been used and does not infringe upon any third-party rights, including copyrights, or other intellectual property rights.
- In the event of disputes or claims by third parties, the employee agrees to indemnify and hold Sofidel harmless from any liability, costs, or expenses arising from such claims.
- Any violation of this provision will result in exclusion from the initiative and may lead to legal action for compensation for any damages suffered by Sofidel.

7. TERMINATION AND MODIFICATIONS

- The Company reserves the right to amend or terminate the regulations at any time, upon prior notice to employees, specifying the conditions under which such amendments will apply.

8. PRIVACY AND DATA PROTECTION

- The personal data of employees participating in the initiative will be processed in accordance with current privacy regulations, as detailed in the privacy notice <https://communication.sofidel.com/wp-content/uploads/2025/07/Privacy-Policy-EN-Sofidel-2026-Calendar.pdf> pursuant to Article 13 of the General Data Protection Regulation (GDPR). The Data Controller is Sofidel S.p.A., with its registered office at Via G. Lazzareschi n. 23 – 55016 Porcari (LU), Italy. For any privacy-related inquiries, employees may contact: dpo.holding@sofidel.com

9. CONTACT PERSONS

- For any questions regarding the initiative, employees can contact their local Human Resources Department and the Sofidel Group Communications Department.
