



# GOOD PRACTICE REPORT

INDUSTRIAS TAPLA S.L.



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# Introduction

The Economy of the Common Good is an international movement that works to ensure that business organizations develop their activity in an aligned way with values of **Human Dignity, Social Justice and Solidarity, Ecological Sustainability and Participation** within their interest groups: **Supply chain, Employees, Consumer, Financial entities and Society in general.**

An organization that works for the Common Good, is an organization whose **main objectives** are the **profitability and economic sustainability** of the company, but always keeping in mind that these results are achieved **by respecting management values, commitment and improvement of the environment where the activity is carried out.**

In order to know the alignment level of the management model of organizations to the values previously mentioned, there are two basic tools:

1. **The Balance of the Common Good:** it is a report where **a diagnosis is made TO each group of interest,** detailing **the good practices** that are carried out in the organization, as well as **the actions that should be developed in the future** in order to improve the orientation from management towards values.
2. **The Matrix of the Common Good:** is a chart with 20 indicators where is shown the level of achievement of the organization in the use of values for each interest group.

This document is **a compilation of the good practices identified** by the team that has carried out the creation of the Balance of the Common Good to the organization, and this chart is exposed in order to each group.

The elaboration of the Balance of the Common Good, has been developed within the framework of the **1st edition of the RSE Dynamization Strategy project within the productive manufacturing of the Valle del Tenes territory led by the Enterprise and Employment Service of the Vall del Tenes** that started in November 2017 and lasted 12 months.

# General information about organization

Type of information	Data of the organization
Name of the organization	INDUSTRIAS TAPLA S.L.
Legal form	S.L.
Web page	<a href="http://www.tapla.com">www.tapla.com</a>
Industrial sector	Automóvil Automotive sector
Adress	Crta. De Sabadell a Granollers, km.11, 08185 LLIÇÀ de VALL (Barcelona) Spain.
Employees	42
Full-time employees	42
Report period	2018-2017

## Brief presentation of the organization

Industrias Tapla S.L is a company founded in 1968 and since the beginning, it had been dedicaed to the production of flocked articles for diverse uses.

Our policy of continuous improvement has allowed us to perfect our own technology of flocking to obtain excellent technical products, with its use in several sectors, that nowadays, we regularly export to a growing number of customers around the world.

With a solid base in R + D + I, Industrias Tapla SL designs and manufactures global flocked solutions, all of them aimed to meet the needs of our customers, offering services and products with a high quality standard and committing ourselves to prevent and minimize the environmental impact of our activity.

Our policy is promoted by the Management Committee and is followed with full responsibility and involvement by each team member, thus achieving the defined objectives.

We maintain an effective and efficient program of Quality Management Environment and Safety, always looking for constant improvement and greater competitiveness in the market, also promoting the motivation and continuous training to our team and our suppliers.

As part of the fundamental values of Industrias Tapla, S.L., there is a strong commitment to promote a management model based on integrity, transparency and ethics in every area.

We are committed to comply with all current regulations and other requirements subscribed in our processes and products, as well as the protection of the Environment.

## Products and services

- Design and manufacture of flocked technical products which are mainly directed to the automotive sector with a constant and continuous improvement aimed to offer technical solutions to our customers

## The organization and the Common Good

- Industrias Tapla S.L. under the philosophy of the economy of the common good and taking into account all the interested parts, shares knowledge in colloquia, we allows companies to visit our facilities, and we constantly work in the continuous improvement of their system that feeds back all their processes that consider all the interested parties under this same philosophy.
- During the last 12 months Industrias Tapla has performed the matrix of the common good and the report of the balance of this common Good. During the 12 months all the BBC pimes aspects have been performed and with the tools named before it`s been possible to standardize all the aspects that are taken into account by the BBC pimes.
- Contact from email: [sig@tapla.com](mailto:sig@tapla.com).

# SUPPLY CHAIN

Action	Value
- Economic collaboration to the suppliers in response to a need.	Solidarity
- A supplier development process is available.	Solidarity
- A specific environmental protocol is available to promote good environmental practices among suppliers	Sustainability
- There is an ethical purchase protocol and anti-corruption protocol.	Human Dignity
- Ethical management of purchases.	Human Dignity
- The contracting documentation is public and accessible to all those responsible for the organization.	Clarity and Participation
- Payments are made to suppliers within the established law of morosity.	Social Justice
-- We share knowledge and documentation with our suppliers	Solidarity
We work closely with our suppliers for the products innovation	Solidarity
- We conduct audits and annual work sessions with our suppliers to discuss opportunities for mutual improvement.	Clarity and Participation

# Ethical management of finances

Action	Value
- There is a protocol for the distribution of payments for profits among the entire staff.	Social Justice
- We collaborate financially in business associations	Social Justice
- We collaborate financially with the employees that need it.	Social Justice
- There is an annual environmental improvement investment plan.	Sustainability
- An investment plan for annual security improvement is available.	Sustainability

# EMPLOYEES

Action	Value
An Ethical code is available to ensure the behavior of the company with the employees	Human Dignity
- 100% Continuous training of the employees	Human Dignity
Commandments for healthy life are available.	Sustainability
- Comprehensive communication plan throughout the company and for all employees	Clarity and Participation
- A motivation plan is available for all employees.	Human Dignity
- A polyvalence matrix is available among all employees and sections. It is guaranteed by rotations.	Clarity and Participation
- A counseling program is available for people suffering from a cancer process.	Human Dignity
- A protocol for the prevention of harassment at work is available.	Human Dignity
- There is a suggestions box with format and transparent publication of such suggestions with the answers.	Clarity and Participation
- A bag of hours for employees is available	Human Dignity
- Intranet is available for communication and transmission within the organization.	Clarity and participation
- There are available self-management teams with responsibilities and attributions about the process.	Human Dignity, Clarity and Participation
- Knowledge is shared transparently and honestly among all sections of the company	Clarity and Participation
- The salary remuneration policy is higher than the one that is established in the current agreement	Social Justice
- The positions of responsibility are divided equally by sex.	Human Dignity
- There is an annual training plan for occupational risks.	Human dignity, Sustainability
- There is a self promotion of healthy habits and sports among employees.	Sustainability
- Each trimester 5S audits are carried out to guarantee the order and security.	Sustainability
- Annual surveys and personalized meetings are carried out with the entire staff.	Human Dignity, Clarity and participation
There is a commitment to equality among people.	Human Dignity
- There is an ethical code of escalation.	Human Dignity
- An anti-corruption code is available.	Human Dignity
- There are indicators and signs to raise awareness of the saving of natural resources and promote sustainability.	Sustainability



# CUSTOMERS

Action	Value
- Global satisfaction indicator.	Clarity and participation
- R & D + i focused on minimizing environmental impact.	Sustainability
- Annual training plan aimed to accomplish the customer requirements.	Sustainability, Clarity and participation
- Commercial technical assistance and customer support in all stages of the project.	Clarity and participation
- Incident resolution through 8D format and the 5 why.	Clarity and participation
- The technical documentation is available in several languages.	Social justice
- We share knowledge of our processes throughout different methodologies	Solidarity, Clarity and participation

# SOCIAL ENVIROMENT

Action	Value
- We actively join public and private administrations in order to promote social actions of common benefit	Solidarity, Clarity and participation
- We promote social actions with solidary aims towards other companies.	Solidarity
- We are a company thar is committed to cancer	Solidarity
- We publish and promote ethical protocols of behavior	Clarity and Participation
- We have a company policy with the commitment of good governance, sustainability and ethical management.	Social juastice and Sustainability