

HUMAN RIGHTS AND LABOUR POLICY



POLICY, SCOPE AND AGREED GUIDELINES

The Casais Group undertakes to support, respect and protect human and labour rights and to make sure that it is not complicit with any form of abuse or violation of these rights with regard to its employees, suppliers, partners, customers and other stakeholders in any of its activities, or business areas or locations where it operates.

The principles and standards by which it is governed are internationally recognised. They are:

- The International Bill of Human Rights, which includes the United Nations Universal Declaration of Human Rights (1948), the International Covenant on Civil and Political Rights (1966) and the International Covenant on Economic, Social and Cultural Rights (1966)
- Conventions of the International Labour Organization (ILO) on Declaration on Fundamental Principles and Rights at Work
- United Nations Guiding Principles on Business and Human Rights
- OECD Guidelines for Multinational Enterprises

The Human and Labour Rights Policy establishes principles of respect for human and labour rights as set out in the following documents:

- Code of Business Ethics and Conduct
- Supplier Code of Conduct
- Sustainable Procurement Plan
- A Culture of Prevention and Safety (a Casais Group book)

PRINCIPLES

The principles by which the Group is governed are:

The elimination of all forms of forced or compulsory labour

Not to support, promote or use forced, compulsory or involuntary labour or engage in human trafficking of any kind. Not to use force, abuse, or threaten, or engage in any other form of physical coercion or harassment.

To respect what is established in the ILO Conventions (No 29 on Forced Labour, 1930 and No 105 on the Abolition of Forced Labour, 1951) or in local legislation, when they are more comprehensive than the international guidelines.

Effective abolition of child labour

To ensure that its own employees and all those who have contractual relationships with any of the Group's companies do not use child labour and comply with all applicable child labour laws. To comply with local laws relating to the minimum working age and not to participate in or support any kind of use of child labour, either directly or indirectly. To govern its policy in accordance with ILO Conventions, namely No 138 on the Minimum Age for admission to employment, 1973 and No 182 on the Worst Forms of Child Labour, 1999.

The elimination of discrimination in respect of employment and occupation

To follow a principle of non-discrimination and a remuneration model of equitable pay and benefits commensurate with employees' skills, qualifications and ability to contribute to the fulfilment of the Group's objectives.

To comply with all applicable laws and regulations regarding wages and working hours, including those related to minimum wages, overtime, piece rates and to ensure legally required benefits in compliance with the provisions of the relevant ILO Conventions (No 100, concerning Equal Remuneration, 1951 and No 111, concerning Discrimination in Respect of Employment and Occupation, 1958).

Freedom of association and the recognition of the right to collective bargaining

To ensure that employees have the right to join or form trade unions or works councils without facing discrimination or intimidation.

To follow the principles of Conventions No 87 on the Freedom of Association and Protection of the Right to Organise, 1948, and No 98 on the Right to Organise and Collective Bargaining, 1949.

Occupational Health and Safety

To promote a culture of occupational risk prevention, which is a fundamental and indispensable requirement for guaranteeing health and safety.

To pursue and adopt best practice and provide resources to improve occupational health and safety, and promote well-being and the prevention of injuries and adverse effects to health.

To eliminate hazards and minimise risks in health and safety management.

To respect the principles of Conventions No 155, the Occupational Safety and Health Convention, 1981, No 187, the Promotional Framework for Occupational Safety and Health Convention, 2006, and the Protocol of 2002 to Occupational Safety and Health Convention of 1981.

Inclusion and Non-Discrimination

To promote inclusion and respect for diversity in the company, guaranteeing that there is no discrimination of any kind against employees or stakeholders with whom the Group's companies interact, and that everyone is treated equally.

Not to tolerate any kind of harassment, discrimination, bullying, defamation, violence or victimisation on the grounds of race, ethnicity, gender, gender identity, age, religion, disability, civil status, sexual orientation, political ideology, rank, or any other factor.

COMMITMENTS MADE

The Casais Group undertakes to respect and enforce all the internationally recognised human and labour rights identified above. Commitments have been made to implement the following defined principles:

- To promote respect for human rights among its employees, the communities in which it operates and other stakeholders, communicating its policies and commitments both in-house and externally.
- To guarantee that it will not be party to or complicit with abuses or disrespect for human and labour rights.
- To promote and honour the provisions of the Code of Business Ethics and Conduct in respect of employees, and the Supplier Code of Conduct in respect of suppliers and business partners.
- To ensure by providing a specific channel of communication, that employees and other stakeholders can freely report any practice of harassment, discrimination or violation of human rights, in particular discrimination with regard to gender, gender identity or gender expression, civil status, race, ethnicity or nationality, disability, religion, sexual orientation, age or societal status.
- To identify risks related to human and labour rights by developing and updating as required a Risk and Impact Map for all its activities in all locations.
- To monitor and control potential and actual risks identified,
- To communicate and report transparently on its approach to human and labour rights, identifying risks and impacts, and the mitigation, compensation and reparation measures taken.
- To work with its partners and suppliers to extend these same commitments to their supply chains and partnerships.
- To take into account not only national laws and regulations but also local practices in the countries where it operates. To ensure that

the most stringent standard available is adopted in countries where national legislation or regulations may conflict with the observance of the human rights commitments and guidelines subscribed to which the Group subscribes.

- To formalise global HR principles and gender indicators with an equality plan broken down into a recruitment and selection policy, career management policy, development and training policy and a compensation and benefits policy.

People Management System

* in partnership with MIC



ENTRY INTO FORCE AND APPLICATION

The Policy takes effect from the date of its approval and is valid indefinitely, is subject to being updated or revised by resolution of the Board of Directors, and is available for consultation by all parties on digital (internet and intranet) platforms.