

GUIDELINES

ON RESPECT AND DIGNITY



GUIDELINES ON RESPECT AND DIGNITY

At Grupo Argos, we promote a value-based experience supported by the guiding principle of our actions established in the Business Conduct Code: integrity. We aim that all our activities occur within respect, dignity, diversity, inclusion, and equality. We guarantee a work environment free of labor or sexual harassment. That is why, as part of the commitment against labor and sexual harassment, we establish mechanisms and tools for the prevention and care of the different cases that may arise.

With these guidelines, we seek to prevent harassment by promoting greater awareness among employees, the early resolution of situations that arise, and the use of channels and processes necessary to attend to it, guaranteeing the application of the principles of respect, impartiality, confidentiality, and protection of the complainant in the resolution of complaints. In addition, it aims to help create and maintain a work environment free of discrimination, where people are treated with respect, dignity, and equality. Furthermore, we promote an atmosphere of well-being in the workplace, which enriched our culture with trust and integrity.



These guidelines are based on the Business Conduct Code and the Internal Labor Regulations to promote integrity-based behavior. Moreover, it encourages responsibility, honesty, coherence, and transparency.

HOW WE APPLY OUR GUIDELINES ON RESPECT AND DIGNITY AT GRUPO ARGOS?

- We have mechanisms for dealing with situations that may constitute labor and sexual harassment within the company, guaranteeing the application of respect, impartiality, and confidentiality.
- We promote the prevention of labor and sexual harassment at work by disseminating information on behaviors that constitute and not constitute harassment and the mechanisms in place to file a complaint if any of these behaviors occur in any of its forms.
- We implement good interpersonal relations practices to foster an environment of mutual respect.
- We promote and develop policies and programs for the prevention and dissemination of harassment.
- We encourage awareness to avoid any situation that threatens the dignity of people.
- We prohibit acts contrary to the principles and values of the company, such as sexual and non-sexual harassment, the use of jokes, sexist comments, and obscene language among employees, which may create an unpleasant work environment. Furthermore, we apply the corresponding actions in each case.
- We inform all staff of these guidelines, and we ensure that respect for dignity and diversity are an integral part of our relationships with clients, suppliers, contractors, and other stakeholders.

VERSION, DATE AND REASON

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1	May 7, 2021	Document creation

RESPONSIBLE

Talent Director