

# **GUIDELINES**

## **ON RESPECT AND DIGNITY**



**GRUPO ARGOS**

Investments that transform

At Grupo Argos, we promote an experience of values based on the guiding principle of our actions established in the Code of Business Conduct: integrity. In development of this principle, we pursue all our actions in a framework of respect, dignity, diversity, inclusion, equality, and we guarantee a work environment free of labor and/or sexual harassment. Thus, as part of the commitment against workplace harassment and/or sexual harassment at work, we establish mechanisms and tools for the prevention and attention of the different cases that may arise.

These guidelines seek to prevent workplace and/or sexual harassment by promoting greater awareness among employees, early resolution of situations that arise and the use of channels and processes necessary to address it, guaranteeing the application of the principles of respect, impartiality, confidentiality and protection of the complainant in the resolution of complaints that may arise. In addition, these guidelines are intended to help create and maintain a work environment free of discrimination, in which people are treated with respect, dignity and equality and in general, promote an environment of well-being in the workplace and the strengthening of the culture of trust and integrity.

These guidelines are implemented in the development of the Code of Business Conduct, the Protocol for the Prevention and Attention of Workplace Harassment and Sexual Harassment at Work and the Internal Labor Regulations, which are tools that contribute to promoting behavior based on integrity and respect for the rules, promoting responsible, honest, upright, serious and transparent actions, in accordance with the regulations and internal policies of Grupo Empresarial Argos.

## **WE APPLY OUR GUIDELINES ON RESPECT AND DIGNITY IN GRUPO ARGOS**

- We have mechanisms for dealing with situations that may constitute workplace and/or sexual harassment within the company, guaranteeing the application of the principles of respect, impartiality and confidentiality.
- We promote the prevention of workplace harassment and sexual harassment at work, through the dissemination of information on conduct constituting and not constituting workplace harassment and sexual harassment at work and the mechanisms provided to file a complaint if any of these behaviors occur, in any of its modalities.
- We implement good practices of interpersonal relationships, to foster an environment of mutual respect.
- We promote and develop policies and programs for the prevention and dissemination of the behaviors provided for herein.
- We encourage awareness to avoid any type of situation that violates 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 and apply the corresponding measures in each case.
- We inform all staff of these guidelines and ensure that respect for dignity and diversity are an integral part of our relationships with customers, suppliers, contractors and other stakeholders.