

## POLICY

# Promoting diversity, equal opportunities, and inclusion in the workplace

## I. STATEMENT OF COMMITMENT

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S&T (hereinafter referred to as "the Company") is committed to ensuring a work environment that promotes equal opportunities and the elimination of any form of unlawful discrimination based on race, sex, pregnancy and maternity, marital or civil partnership status, gender reassignment, disability, religion or beliefs, age, or sexual orientation. This policy aims to eliminate unfair and discriminatory practices within the Company and to encourage the full contribution of a diverse community. The Company is committed to actively combating all forms of discrimination.

The Company also aims to provide fair and accessible services to all its clients and partners, without discrimination. All employees and collaborators must be treated with respect and dignity. Therefore, we are committed to upholding a "zero tolerance" policy regarding **discrimination** and to promoting diversity in all its forms: gender diversity, as well as diversity in nationality, social background, education, professional experience, generational diversity, or disabilities.

### Workplace Discrimination and Harassment

Workplace discrimination refers to any unfair or differential treatment of an individual or group of individuals based on criteria such as:

- **Gender:** Different treatment of men and women.
- **Race, ethnicity, nationality:** Discrimination based on belonging to an ethnic or national group.
- **Sexual orientation:** Discrimination based on sexual preferences.
- **Age:** Differential treatment based on age.
- **Disabilities:** Discrimination against people with disabilities.
- **Religion or beliefs:** Different treatment based on religious or philosophical beliefs.

Any act of discrimination is unacceptable and goes against fundamental principles of respect and equality. Our organization promotes a work environment where every individual is treated fairly and equitably, and diversity is valued as an asset.

### Workplace harassment includes:

- **Verbal harassment:** Comments, remarks, or jokes that are offensive, humiliating, or degrading toward an individual, creating a hostile environment.
- **Physical harassment:** Any aggressive or intimidating physical behavior, such as unauthorized touching or threatening gestures.
- **Psychological harassment:** Behaviors aimed at intimidating, humiliating, socially isolating, or manipulating an individual to make them feel insecure or inadequate.

## II. POLICY OBJECTIFS

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2.1. Preventing, reducing, and eliminating all forms of unlawful discrimination in accordance with applicable national and international legislation.

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2.2. Ensuring that recruitment, promotion, training, professional development, performance evaluation, benefits, remuneration, working conditions, dismissals, and restructurings are determined solely based on competencies, qualifications, experience, skills, and productivity.

### III. FUNDAMENTAL PRINCIPLES

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The company, as an entity engaged in economic activities, is committed to:

- **Ensuring equal opportunities** – All employees and collaborators benefit from equal opportunities, without discrimination based on race, gender, age, disability, religion, sexual orientation, or other characteristics protected by law.
- **Complying with national and international legislation** on equal opportunities and non-discrimination in all aspects of its activities.
- **Promoting a fair and inclusive work environment** – Supporting diversity and fostering an organizational climate based on mutual respect, professionalism, and collaboration.
- **Eliminating all forms of discrimination and harassment** – Implementing proactive measures to prevent and combat direct or indirect discrimination, ensuring a safe and ethical work environment.
- **Implementing transparent and fair policies** – Recruitment, promotion, remuneration, and evaluation procedures are based exclusively on competencies, performance, and merit.
- **Ensuring accessibility and reasonable accommodations** – Providing support and tailored solutions for employees with disabilities or specific needs, enabling everyone to contribute effectively to the company's success.
- **Empowering employees and management** – Every company member is responsible for respecting and supporting the principles of equal opportunities and diversity, actively contributing to a harmonious work environment.
- **Developing programs and initiatives that support inclusion and diversity.**
- **Monitoring and periodically evaluating progress** on diversity and inclusion initiatives.
- **Continuously reviewing and improving policies** – Committing to periodically assessing and enhancing policies and practices to ensure compliance with current legislation and international best practices.

### IV. RECRUITMENT AND SELECTION

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The company promotes a fair recruitment process based on competence and merit and ensures that:

- **Job postings are inclusive** and attract candidates from diverse backgrounds.
- **Candidate evaluation is conducted** based on objective and transparent criteria.
- **Recruitment teams reflect diversity** and are trained to avoid unconscious bias.

### V. PROFESSIONAL DEVELOPMENT AND PROMOTION

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The company is committed to providing all employees with equal opportunities for professional growth by ensuring:

- **Mentorship programs** for employees from underrepresented backgrounds.
- **Equal access to training and advancement opportunities.**
- **Transparent and objective performance evaluations.**

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## **VI. REMUNERATION AND BENEFITS POLICIES**

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The company guarantees pay equity and equal access to benefits for all employees, without discrimination. Salary structures will be periodically reviewed to prevent unjustified disparities.

## **VII. INCLUSIVE WORK ENVIRONMENT**

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To maintain a work environment based on respect and diversity, the company:

- **Adopts a zero-tolerance policy** toward any form of discrimination or harassment in the workplace.
- **Organizes training sessions** to promote diversity and inclusion.
- **Provides confidential mechanisms** for reporting incidents.

## **VIII. IMPLEMENTATION AND RESPONSABILITIES**

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All employees have the responsibility to support and uphold this policy. Company leadership will play a key role in implementing diversity and inclusion initiatives.

Internally responsible individuals will be designated to monitor compliance with the policy and provide support to employees

## **IX. MONITORING AND EVALUATION**

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The company will periodically assess the effectiveness of its diversity policy and will adjust the necessary measures for the continuous improvement of internal practices.

## **X. COMUNICATION AND CONSULTING**

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The company promotes a culture of transparency and open dialogue regarding diversity and inclusion. To ensure the effective implementation of the policy:

- **All employees will be periodically informed** about the principles and measures related to diversity and inclusion.
- **Training sessions and workshops will be organized** to raise awareness of the benefits of a diverse and inclusive work environment.
- The company will encourage employees to express their opinions and suggestions regarding diversity initiatives through surveys, working groups, and periodic consultations.

## **XI. INCIDENT MANAGEMENT AND REPORTING**

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The company adopts a clear and firm approach in the case of any violation of the diversity policy:

- Any employee who faces a situation of discrimination, exclusion, or unfair treatment will report the incident through the confidential channels provided. It is essential that anyone who is a victim of discriminatory behavior or harassment in the workplace reacts promptly. This allows for the prevention of negative consequences of such behavior and enables the necessary measures to be taken to resolve the situation.
- **Objective and fair investigations** will be conducted to address the reported issues.

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- **Disciplinary measures** proportionate to the severity of the violation will be applied in accordance with the internal regulations.
- The company will provide **support and resources** for the affected individuals, ensuring a safe and fair environment for everyone.

## **XII. SPECIFIC MEASURES FOR A SAFE AND SUSTAINABLE WORK ENVIRONMENT**

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The company is committed to continuously improving its diversity and inclusion policies and practices by:

- **Constantly monitoring the effectiveness** of the implemented measures and adjusting them according to the organization's needs.
- **Adopting international best practices** regarding diversity and equal opportunities.
- **Collaborating with experts, organizations, and partners** to develop innovative initiatives in the field of diversity.
- **Promoting an organizational culture** in which every employee feels valued, respected, and motivated to actively contribute to the company's success.

## **XIII. COMMITMENT TO CONTINUOUS IMPROVEMENT**

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Through this policy, S&T Company commits to building an inclusive organizational culture where every individual feels valued and respected. This policy comes into effect upon approval and will be periodically reviewed to reflect legislative changes and best practices in the field.