



## **Equality and Non-discrimination Policy**

**Policy No. 7**

**Date of issue: 07/15/2021**

It consists of 7 pages

Implementation: General

Prepared by: Corporate Management

---

Prepared by  
Fernando Reyes  
Compliance Officer

---

Supervised by  
Javier Aguirre  
Corporate Director

---

Approved by  
Fernando Bolaños  
CEO



**EQUALITY AND NON-DISCRIMINATION POLICY**

**OBJECTIVE**..... 3

**SCOPE** ..... 3

**DEVELOPMENT** ..... 3

**GENERAL PRINCIPLES**..... 3

**ALLIANCES** ..... 5

**EQUAL PAY** ..... 5

**REPRODUCTIVE RIGHTS** ..... 5

**MATERNITY AND PATERNITY** ..... 5

**CUSTOMARY LAW** ..... 6

**CUSTOMARY LAW RELATED TO STAKEHOLDERS** ..... 6

**CUSTOMARY LAW RELATED TO EMPLOYEES**..... 6

**CUSTOMARY LAW RELATED TO COMMUNITIES** ..... 6

**JUST COMPENSATION** ..... 7

**PUBLIC RIGHTS-OF-WAY ROUTES**..... 7

**NOTICE IN CASE OF SUSPICIONS** ..... 7



## **OBJECTIVE**

Promote a culture of labor equality and non-discrimination in the workplaces and guarantee equal opportunities for each member of the corporation.

To offer all employees the same work and self-improvement, respecting gender, race, religious beliefs, ideology, sexual orientations, special physical abilities, health conditions related to chronic noncommunicable diseases due to occupational and professional contact; recognizing the same rights for everyone.

## **SCOPE**

This policy applies to all employees who are part of the corporation and it must be disclosed at a general level in the different areas of the corporation in order to be implemented.

## **DEVELOPMENT**

Any form of mistreatment, violence and segregation in the corporation towards personnel and among personnel is strictly prohibited in matters of:

- **Physical appearance**
- **Culture**
- **Disability**
- **Language**
- **Gender**
- **Age**
- **Social, economic, health or legal status.**
- **Pregnancy**
- **Civil or marital status**
- **Religion**
- **Ethnicity or nationality**
- **Sexual preferences**
- **Migratory status**

## **GENERAL PRINCIPLES**

- We respect the culture, religion and ethnicity of our employees;



- We promote equal opportunities and development for all personnel;
- In the hiring process, we seek to provide equal employment opportunities to candidates without regard to ethnicity, color, religion, gender, sexual orientation, civil or marital status, nationality, disability or any other status protected by federal, state or local laws;
- We promote a respectful and equal work environment, a caring atmosphere of open communication and a workplace free of discrimination, sexual harassment and other forms of intolerance and violence;
- We are committed to attracting and motivating our personnel, so our compensation and benefits system in our workplace does not differentiate between male and female employees who perform functions of similar responsibility;
- We respect and promote the right of people to achieve a balance in their lives; promoting co-responsibility in the work, family and personal lives of our employees;
- Regardless of our employees' gender, we respect the right to decide the number of children that they wish to procreate, which is why we promote a responsible and conscious paternity.

Some standards to be implemented in terms of equality in the workplace include:

- Employees in each of the work areas will be treated with justice, respect and courtesy in all interactions in the workplace;
- Diversity of employees, i.e. no discrimination is tolerated in employment based on ethnicity, color, gender, sexual orientations, religion or ideology;
- There will be no discrimination in the hiring of people with special abilities, provided that the work for which they are hired does not put their health and safety at risk and that their capabilities can be adapted to the activities required in the work station;
- Each employee will be given the opportunity to be able to develop themselves within the company according to their abilities (see Hiring and Working Conditions Policy).

When it comes to non-discrimination in the workplace, the corporation is committed to the following standards:

- Regardless of non-discrimination in hiring and labor relations, the corporation seeks an environment free of any type of discrimination and disparagement;
- No discrimination of any kind is tolerated in treatment, both between subordinates and managers as well as between colleagues for reasons of nationality, ethnicity, gender, civil status, sexual preferences, political ideology, religious beliefs, HIV/AIDS, not limited only to the cases described above;



- Any type of discrimination must be reported to the human resources department, which should investigate these matters and take adequate disciplinary action, ranging from suspension without pay up to dismissal.

## **ALLIANCES**

The corporation will promote alliances with health institutions, Non-Governmental Organizations (NGOs) specialized in the subject, in order to inform, train and strengthen knowledge on the topics developed in this policy for the corporation's employees.

Access to information and training processes for employees will be promoted, as well as written and graphic information that will be shared in training sessions.

## **EQUAL PAY**

We acknowledge that women and men should receive equal pay for equal or similar work. We guarantee equal opportunities to men and women, without discrimination based on birth, age, sex, ethnicity, color, social origin, language, religion, sexual orientation or disability.

We acknowledge that overtime is considered as effective work performed outside the limits of the ordinary working day or that exceeds the contractually agreed limit.

## **REPRODUCTIVE RIGHTS**

We are committed to promote training sessions on sexual responsibility, promoting marital fidelity, as well as family planning methods.

In addition, respect for the rights inherent to the person and in the exercise of these rights according to human nature, always seeking the perfection of the individual. Consequently, the right of every person to decide the number of children they wish to have is respected, promoting responsible and conscious paternity.

## **MATERNITY AND PATERNITY**

We seek to comply with the regulations of each country where we operate. Therefore, we seek to always comply with the rights of our employees, observing and applying the labor laws of the territory where employees perform their duties.

For the protection of both women and men workers, we acknowledge the following rights:

## **Pregnant and/or breastfeeding working women**



1. Minimum employment rights according to the applicable labor legislation, paid maternity leave (prenatal and postnatal), covered by Social Security.
2. The pregnant and/or breastfeeding mother must work in a chemical-free area.
3. She must perform appropriate work without physical exertion.
4. Leave for medical control is granted.
5. The breastfeeding hours regulated in the applicable labor legislation are granted.

## **PATERNITY**

1. Right to the days regulated in the applicable labor legislation as paid leave for the birth of a child.
2. Leave is granted in case of family emergency.

## **CUSTOMARY LAW**

Customary law is the set of customs, practices and beliefs accepted as mandatory standards of behavior of certain communities, which are part of the social and economic systems and the way of life of the peoples.

### **CUSTOMARY LAW RELATED TO STAKEHOLDERS**

If, in a certain case, there is a violation of customary law or these are affected by our operations, those whose rights have been violated are free to inform us in writing or verbally. If there is a refusal to open a channel of communication, the affected groups are free to act before any governmental institution or Non-Governmental Organization (NGO) that ensures compliance with this right.

### **CUSTOMARY LAW RELATED TO EMPLOYEES**

The corporation respects the freedom of our employees to practice their religion, wear traditional costumes, speak in their native language, among others; if in any case the worker considers that his or her right has been violated, he or she may report it through the means indicated in the Ethics Line and Non-Retaliation Policy.

### **CUSTOMARY LAW RELATED TO COMMUNITIES**

AgroAmerica Corporation has verified that the places where the production projects are being developed are not communal or collective property and that they do not displace indigenous inhabitants. It also ensures that the customs and traditions of the peoples are not affected. However, if there is any right that is infringed upon, the corporation is committed to know and correct, in order to comply with the infringed right in case it is proven.



## **JUST COMPENSATION**

Any person who is affected must present his or her claim and petition, legally demonstrating his property rights and the pertinent evidence before the General Management of the entity, so that it may be submitted to the Corporate Management, where the request will be studied and analyzed.

If necessary, the parties will meet to elucidate the conflict and reach a fair agreement.

## **PUBLIC RIGHTS-OF-WAY ROUTES**

The Corporation recognizes all rights-of-way routes that have been constituted legally on its lands.

Respect for the rights-of-way routes is vital for people and communities to be able to travel to and from their communities and for the aqueducts to be able to enjoy and use the water.

## **NOTICE IN CASE OF SUSPICIONS**

Employees are responsible for reporting any act contrary to this policy and that represents a conflict for the corporation as soon as they become aware that such act may have been committed. You may use the means indicated, such as the ethics line or reports channel, to report your concerns and remain anonymous if you wish. If you submit a report, you will be protected from any retaliation according to the organization's policies.