

## HUMAN AND LABOUR RIGHTS POLICY

ALANNIA RESORTS respects and promotes the compliance with human and labour rights, interpreting them according to national and international laws and practices, in particular, with the United Nations Universal Declaration of Human Rights and the principles proclaimed by the International Labour Organization, serving as the main guideline for organizational management in all its interactions with employees, collaborators, guests, partners, suppliers and communities. ALANNIA RESORTS does not tolerate any form of harassment or discrimination based on race, gender, skin colour, religion, beliefs, political opinion, sexual orientation, nationality, geographical or ethnic origin, age, pregnancy or any other personal distinction, both physical and mental.

These are the principles of action that ensure fair labor practices and respect for human rights:

### - Recruitment:

- Equal opportunities:
  - › The criteria used for the selection, hiring and internal promotion of people will be made according to merits, effort, capacity, training, commitment and results. Whenever possible our employees will be offered the possibility of promotion.
- Equal pay, terms and conditions:
  - › There are no different wages and conditions depending on nationality, sex, age, disability, ethnicity, beliefs, ideas, thoughts, religion, marital status or sexual orientation.

### - Terms and conditions of employment:

- Salary:
  - › Wages shall be equal to or higher than the Interprofessional Minimum Wage.
  - › The registration of working time will be done digitally according to the guidelines established by the Collective Agreements.
  - › Overtime will be performed and compensated according to the Collective Agreements in force.
  - › The salary payment will be accompanied by the corresponding salary vouchers (payroll), as well as the severance pay in case of termination of the professional relationship.

### - General working conditions:

- Training:
  - › We offer employees internal and external training programs in different areas, pushing the updating of their knowledge and skills.
  - › Annually, the equality plan provides training for all staff on how to prevent and end discrimination.
  - › Annual analysis and planning of staff training.
  - › Online training is mainly promoted, for better adaptation within the working day.

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- Relaciones laborales y comunicación: o Laboral relations and communication:
  - › A TPN (job list) detailing the existing jobs in the organization, the coordination between them, the reporting lines and the specific roles and responsibilities associated with each job.
  - › An open and participatory management model is developed, in which all the proposals of the workers for the improvement of the organization and the ethical commitment of the company are valued and taken into account. To this end, channels of communication and participation are kept open through which any professional or collaborator of the company can send their proposals for improvement to management.
  - › Healthy living habits are promoted at all levels, so no work is allowed under the influence of alcohol or drugs, nor drug dealing.
  - › A Conciliation Plan is available which sets out the effective measures to enable work-life reconciliation..
  - › Employee feedback is collected through an annual survey.
  - › At the beginning of the employment relationship, disciplinary and complaint processes are communicated to all employees.
- Trade unions, associations and committees:
  - › The Act allows staff to form groups with an elected representative to discuss labour issues and address them to management if they wish.
  - › Membership of trade unions is permitted under the Act.
  - › Meetings of trade unions, associations and committees may take place during working hours.
- Slavery and forced labour:
  - We reject any form of forced labour, including acceptance of employee recruitment fees, retention of original documents and retention of belongings.
- Local communities:
  - We respect the rights of local communities in our area of influence.
- Health and safety:
  - We carry out actions and improvements related to prevention and health safety activities, as established by the Current Regulations.
  - The Prevention Plan is made known to all staff.
  - The swimming pools have duly qualified surveillance and rescue personnel, as established by the Current Regulations.
  - Food and beverage points have a food safety system (APPC).

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- Partners, Suppliers and Contractors:

- We do not accept any professional relationships with partners, suppliers and contractors who do not respect compliance with the Declaration of Human Rights.

- Guests:

- We provide an inclusive service, meeting the criteria of non-discrimination.

- Protection of children:

- We regularly train our employees on protecting children and minors from sexual abuse and exploitation, including how to identify and report suspicious circumstances and incidents to local authorities.



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01/02/2022