

***Discrimination and Harrassment
Policy***
(Corporate Transparency Project)

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APPROVALS

<i>DEPARTMENTS</i>	<i>Approval Date</i>
Corporte Finance	18.10.21
Human Resources	18.10.21

CHANGE CONTROL

<i>Person(s) Responsible</i>	<i>Changes</i>	<i>Version Change and Date</i>

OBJECTIVE

Establish guidelines to ensure a workplace with respectful and equal treatment, without discrimination, intimidation or harassment of employees, clients, suppliers and people in general, who establish relationships with GRUPO FARMA.

SCOPE

To all employees at GRUPO FARMA.

WHO IT PERTAINS TO

This policy applies to all GRUPO FARMA employees. In addition we expect clients and suppliers to comply as well.

GENERAL CONCERNS

GRUPO FARMA considers any form of harassment and/or discrimination at the workplace not to be tolerated. Furthermore we commit that any complaint will not go unaddressed but will be investigated in a timely manner.

GRUPO FARMA promotes a positive, equitable, diverse work culture which allows all people to work under equal working conditions at all levels and in all relationships.

GRUPO FARMA complies with all legal provisions in order to prevent any harassment, sexual harassment and/or discrimination.

POLICY

At GRUPO FARMA we work in a respectful work environment so discrimination and/or harassment in any of its forms are unacceptable. The following is mandatory conduct at the workplace:

- Respect all individual differences: culture, religion, age, political beliefs, race, color, ethnicity, marital status, sex, sexual orientation and/or any other characteristic protected by law.
- Promote equal opportunities and development for all employees.
- Promote gender equality.
- Foster a respectful and equal work environment, an atmosphere with open communication, and a workplace free from discrimination, harassment and/or any other forms of intolerance and violence.
- Guarantee the right to equal opportunity and treatment for all employees that allows them to personally and professionally grow within the company.
- Ensure that compensation and/or benefits are fair and equitable.
- Violent behavior and/or any behavior that violates another employee is prohibited.
- Commit to responding and investigating any complaint with complete confidentiality, seriousness and promptness. Commit to taking the appropriate disciplinary measures against the harasser while protecting the individuals(s) from possible retaliation.

Those responsible for GRUPO FARMA's different departments will discourage any type of harassment and/or discrimination among their direct employees and/or their own relationships within the company.

GLOSSARY

Sexual Harassment: crime against the sexual freedom of another person, requesting sexual favors for oneself or from a third party within the scope of a continuous or usual employment relationship, qualifying when a situation of labor superiority prevails, announcing any wrong related with the legitimate expectations that the victim may have in said relationship, or that the victim is especially vulnerable, due to their age, health or situation.

Workplace Harassment: is the belittling or threatening behavior directed at an individual worker or a group of workers. This person or group of people is subject to unjustified psychological violence through negative and/or hostile behavior inside or outside the workplace by their colleagues, their subordinates or their superiors.

Client: Anyone who receives a service, a product, a process, or a good, inside or outside the organization.

Employee: Term used for someone who works at GRUPO FARMA.

Discrimination: any distinction, exclusion, restriction or preference that, by action or omission, with or without intention, is not objective, rational or proportional and has the object or result of hindering, restricting, preventing, impairing or nullifying the recognition, enjoyment or exercise of human rights and freedoms, when based on one or more of the following reasons: ethnicity, national origin, color, culture, gender, gender identity and expression, age, disability, social status, economic, health, legal, religion, physical appearance, genetic characteristics, immigration status, pregnancy, language, beliefs, sexual orientation, identity or political affiliation, marital status, family situation, family responsibilities, criminal record or any other possible reasons. Homophobia, misogyny, any manifestation of xenophobia, racial segregation, anti-Semitism, as well as racial discrimination and other related forms of intolerance are also considered to be discrimination.

Equality: a principle that recognizes all people to have the freedom to develop their personal skills and make choices without being limited by stereotypes or prejudices, so that their rights, responsibilities and opportunities do not depend on their ethnicity, racial or national origin, sex, gender, age, disability, social or economic status, health, pregnancy, language, religion, beliefs, sexual orientation, marital status or any other characteristic. Basically eliminating of all forms of discrimination.

Supplier: anyone who supplies or delivers a service, a product, a process or a good, inside or outside the organization.

Violence: any action or omission that causes psychological, physical, economic, sexual injury and/or suffering or death, and that can occur both inside or outside the company.