

Human Resources Policy



OBJECTIVE

The objective of this Policy is to **establish the bases that will allow us to have at all times the people with the talent, commitment and skills required** to meet the precise needs for the success of its activity.

The management of human resources and labor relations must be governed by respect for human and labor rights recognized in national and international legislation, diversity and inclusion, equal opportunities, and non-discrimination, as well as by aligning the interests of professionals with our strategic objectives.



OUR COMMITMENTS

- To build and offer a **competitive, differential and unique employment value proposition (EVP)** for our current and future professionals, which favors competitiveness and the achievement of strategic business objectives, and which is aligned with our values and corporate culture.
- To encourage **behavior among our professionals in accordance with our culture, values and strategic objectives**, promoting their involvement and commitment to contribute value and participate in the construction of a safe, socially responsible and sustainable company.
- To have a **model for the identification, search, selection, attraction, development, evaluation and promotion of talent that promotes personal and professional growth**, offering development opportunities through internal and geographic mobility within the Company.
- To offer our employees an **updated and complete training proposal** to qualify them in their different functions and levels of responsibility throughout their professional careers.
- Adopt a **flexible compensation system of total compensation that guarantees external competitiveness and internal equity**, based on an objective and standardized valuation and professional classification methodology.
- To design and implement a **leadership model that transmits our culture and values throughout the Company**, encourages innovation and promotes personal capabilities, developing our teams and providing them with the skills, competencies and tools necessary to meet our strategic challenges.
- To guarantee a **culture and work environment where equal opportunities and non-discrimination are a reality**, facilitating and promoting the integration of diverse groups under the principles of respect, mutual collaboration and teamwork at all levels of the Company.
- **Maintain an optimal dialogue with trade union organizations and workers' legal representatives**, respecting their independence and rights, promoting smooth and effective labor relations and collective bargaining.
- Promote **tools and bidirectional channels for active and constant listening to the opinion and experience of our employees**, accompanying them in their life cycle and promoting the improvement of the work environment through the corresponding action plans.
- Facilitate resources and programs aimed at **promoting and guaranteeing the integral health (physical, emotional, financial, etc.), well-being and safety of our employees**, promoting healthy lifestyles and favoring an adequate balance between their personal and professional lives.
- Promote **agile and flexible work organization models and systems** that provide clarity with respect to the expected value contribution of jobs, determining their configuration and reporting, so that they are efficient for the achievement of business objectives.
- To establish a system of permanent **attention to the demands of the people who work in the Group**, covering their personal and professional needs in an agile manner.

Scope de application

This Policy applies to Cepsa, the Group's subsidiaries where effective control is exercised, their directors and employees, and to third parties with whom there are legal relationships and who have adhered to it.

Additionally, persons acting as representatives of the Group in companies and entities not belonging to the Group, or where our Company does not have effective control, shall promote, to the extent possible, the implementation of principles and guidelines consistent with those set forth in this Policy.