

Human Resources Policy

ATRESMEDIA



1. Introduction

At **Atresmedia**, we realize that people are the main asset of any company and that excellence in managing people can give a competitive edge to a company over time and be the key to its success, something that is achieved by combining the interests of a company and its employees.

It is because of this that **Atresmedia** has this Human Resources Policy, which defines the values, principles and commitments that guide our strategy for managing the Group's professionals and helping us achieve the ultimate purpose of the Company: **We believe in the power of reflection and emotion.**

The values on which **Atresmedia's** Human Resources strategy is based are: people-driven, environment conducive to initiative and intrapreneurship, teamwork, communication and team pride.



2. Objective of the Human Resources Policy

The Human Resources Policy describes the commitments taken on by the Group, as well as the guidelines and principles that are applied to properly implement each of these commitments.

These commitments are to:

- Provide stable employment and a rewarding work environment.
- Train our human resources and promote their professional development.
- Attract and retain talent.
- Guarantee human and labor rights.
- Promote equality, diversity and work-life balance.
- Ensure a safe and healthy work environment.

This policy updates the Group's first Human Resources Policy, formulated in 2010, and rounds out the General Corporate Responsibility Policy of Atresmedia, approved by the Board of Directors on October 23, 2019.



3. Principles and guidelines

► Provide stable employment and a rewarding work environment

- We provide stable employment and working conditions consistent with the competitive environment of the audiovisual sector.
- We guarantee equal pay for equal work, and do not discriminate on the basis of gender.
- We offer our employees a benefits package that reflects the characteristics of the company and the reality of the audiovisual sector, through in-kind services and benefits.
- We encourage inspiring and collaborative leadership, as well as agile, challenging and enriching work processes.
- We have a [Code of Conduct](#) that lays out the policies, principles, objectives and values that guide the behavior of our employees at Atresmedia and in their relations with third parties and with society, consolidating a culture and guidelines for responsible action in the company.
- We promote two-way dialogue and communication with our employees to learn of their concerns and level of satisfaction and to promote transparency, trust and participation. We have set up appropriate channels of communication for this purpose. These include an internal questions and claims inbox to report or prevent any situation involving an infraction, risk, discrimination or illegal conduct that is contrary to the rules, policies and values of **Atresmedia**.



3. Principles and guidelines

▶ **Train our human resources and promote their professional development**

- We regard training as one of the main areas of action in the field of personnel management and view it as a means to foster a company culture that is consistent with the purpose of the Company.
- Our training plan, based on the pillars of continuity, quality, innovation, transversality and investment, seeks to train people to carry out their jobs as part of a process of continuous adaptation to the demanding requirements of the business and the digital transformation of the audiovisual sector.
- We create environments intended to foster the creativity of our employees, the generation of new ideas and intrapreneurship.
- We promote the professional development of our employees by offering job and training opportunities that allow them to grow in the Company and feel fulfilled.

▶ **Attract and retain talent**

- We are committed to incorporating talent as a key element to address the many challenges facing the audiovisual sector, and to help set our company apart and generate value and growth.
- Through our internship program and partnership agreements with educational institutions, we identify talent and provide job opportunities for students and recent graduates that
- improve their employability.
- We especially believe in vocational training as a model for introducing students to the working world and to meet our demand for specialized personnel in the audiovisual sector.

▶ **We believe in the power of reflection and emotion**

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3. Principles and guidelines

- We view talent retention as a key aspect in personnel management within Atresmedia. As a result, we have tools to build loyalty in our employees.
- Through our Atresmedia Training initiative, aimed at training current and future audiovisual media professionals, we are committed to the progress and development of the audiovisual sector

▶ **Guarantee human and labor rights**

- We guarantee respect for human rights through our Code of Conduct and the instruments of the United Nations, such as the Guiding Principles on Business and Human Rights and especially the principles of the Global Compact, which Atresmedia signed and has been party to since 2008.
- We devote resources to ensure compliance with the provisions of the International Labour Organization (ILO), especially those related to the work of minors, not allowing practices contrary to it or the rest of the ILO principles.
- We recognize both our employees' freedom of association and their right to collective bargaining as allowed by law.
- We promote social dialogue with workers' representatives in order to secure beneficial working conditions for everyone.



3. Principles and guidelines

▶ Promote equality, diversity and work-life balance

- Since 2014, **Atresmedia** has had an Equality Plan that guarantees equal treatment and opportunities, improves work-life balance, prevents labor and sexual harassment and protects maternity rights.
- We offer the same opportunities for professional advancement within the company. Because of this, we do not tolerate any kind of discrimination based on gender, race, sexual orientation, religious beliefs, political opinions, nationality, social origin, disability or any other circumstance that could be a cause of discrimination.
- We understand how important it is to balance one's personal and professional life in order to develop fully as a person, which is why we offer a flexible work environment and encourage measures and take actions that help strike that balance so our employees can disconnect from work.
- Our selection processes are based on the criteria of equal opportunity, objectivity, transparency and non-discrimination.
- We encourage the hiring of people with disabilities and collaborate with entities that serve particularly vulnerable groups in order to promote their integration into the workplace



3. Principles and guidelines

► Ensure a safe and healthy work environment

- We understand that the prevention of occupational hazards is a key element for managing the company, which is why we have a policy for preventing occupational hazards that outlines the company's commitments in this area.
- Our work safety culture is based on the principles of prevention, training, continuous improvement and compliance with internal procedures and regulations.
- We manage the prevention of occupational hazards with the same professional rigor as any other key area of the company, and view it as an integral part of all business decisions.
- We take appropriate measures so that all employees have sufficient training and information about the risks and the preventive and emergency measures applicable to their respective jobs.
- There are mechanisms in place to enable seamless communication with workers regarding prevention and to encourage their active participation, and that of their representatives, in the risk assessment process and in the implementation of prevention programs.
- We support systems that make it possible to constantly identify hazards as a basis for establishing appropriate control measures and programs, the goal being to provide and maintain safe work environments at all times.

October 23, 2019

