

# HUMAN RESOURCES AND LABOUR RELATIONS POLICY

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*Policy approved by the Board of Director of Lorca Telecom, S.A. at its meeting of September 29<sup>th</sup>, 2022.*

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## 1. Introduction

The Board of Directors of LORCA TELECOM BIDCO, S.A. (hereinafter, the **Company**) has the non-delegable authority to determine the general policies and strategies of the Company. Pursuant to the above, the Board of Directors is vested with the authority to approve the Human Resources and Labour Relations policy applicable to the Company and its group companies (the **Group** or the **MASMOVIL Group**).

This Policy has been approved under article 9 of the Code of Ethics of the MASMOVIL Group, which provides, inter alia, for the following commitments:

- To respect, at all times, the principle of equal opportunities, always acting with full objectivity and taking into account, in all cases, the suitability of the candidates' profiles to the needs to be covered.
- To evaluate the Employees of our team objectively, considering their individual and group professional performance, so as to promote them, as far as possible, according to their results.

## 2. Purpose

The purpose of this Human Resources and Labour Relations Policy (the **Policy**) is to implement a human resources management model within the MASMOVIL Group that enables it to attract, promote and retain talent and foster the personal and professional growth of all individuals belonging to its human resources team, as well as to align the interests of the professionals with the strategic objectives of the MASMOVIL Group.

To achieve this, the MASMOVIL Group shall rely on people with integrity, training and energy, which is the foundation of its business success.

This Policy is supplemented by the provisions of the Equal Opportunities Policy, initially approved by the Board of Directors of the Company at its meeting of 20 December 2017.

## 3. General principles

In order to achieve the above objective, the HR management model will be based on the following principles:

- a) A **transparent labour relations framework** that favours and promotes the Group's individual and business development.
- b) The **design of a value offer** that favours the selection, recruitment, promotion and retention of talent, embracing a working environment that encourages professional growth, skills development and fair and appropriate remuneration, avoiding any type of arbitrariness, discrimination or undesirable conduct. The selection, hiring and promotion processes of the Group's companies shall ensure that all its professionals are suitable, committed to the project and in line with the provisions of the Code of Ethics of the MASMOVIL Group, assessing their track record and rejecting any arbitrary promotion or hiring or that is not based on the candidate's value and technical skills or the experience required for the position.
- c) The development of a homogeneous human resources process that advances the **implementation of a talent culture**, supporting the internal development of the people in whom the knowledge resides.
- d) The **consolidation of stable and quality jobs**.
- e) A **remuneration system that attracts and retains the best professionals** with proven experience and aligns their objectives with those of the Group. The fixed and/or variable remuneration system shall be notified individually to each of the Group's employees.

#### 4. Guidelines for action

The general principles described above will be translated into the following **guidelines for action**:

- a) **In relation to selection and recruitment:**
  - Develop a programme of transparency and homogenisation of selection processes in the Group.
  - Encourage scholarship programmes
  - Presenting candidates with a competitive value offer that favours the selection and recruitment of the best professionals.
- b) **In relation to the management and promotion of talent and training:**

- The implementation of training programmes and plans that favour professional development for the performance of the job, the adaptation of human resources to technological and organisational changes, respect for human rights, the adaptation of new employees to the Group's requirements and a greater capacity for professional development, and that foster a culture of ethical behaviour.
  
- The appropriate use of intellectual capital by placing the most suitable people in key positions in an objective and transparent manner.
  
- Conduct regular performance appraisals of the Group's employees and communicate the results to the appraisee in a manner that supports their professional development.
  
- Avoid direct involvement of professionals who are family members or who have a similar personal relationship with the employees concerned in salary evaluation or review processes.
  
- Recognise and reward the dedication, responsibility and performance of all its professionals.
  
- The integration of occupational health and safety criteria in all phases of the production process, in all working methods and in all decisions, in such a way that management, technicians, supervisors and workers assume their responsibilities in this area.

## 5. Version history

<b>Current version</b>	<i>2.0</i>	
<b>Change History</b>	<b>Date</b>	<b>Version</b>
	<i>27/11/2019</i>	<i>1.0</i>
	<i>29/09/2022</i>	<i>2.0</i>