

# Human Rights Policy

The Human Rights Policy of AGRO.VI.M. S.A. intends to regulate the employment relations and every issue that concerns the staff in general and is related to the Company. The Policy defines the Basic Principles of the Company:

- a. Company-employee relations are based on mutual trust and the desire for close and honest cooperation.
- b. The consistency in following the Regulation as it directly concerns the labor relations and the efficient operation of the company and is connected with the common interest of the Company and its employees.
- c. The Regulation includes the provisions by which the terms of all employment contracts are governed.

## 1. RECRUITMENT AND STAFF INDUCTION. AGRO.VI.M. S.A. ensures that:

- ✓ The ways in which the staff is selected, always respect the personality of the candidate and the interest of the Company. No discrimination is applied based on criteria such as gender, age, nationality, color, religion, physical abilities, marital status or sexual orientation.
- ✓ The employee after his / her employment is informed about his / her official duties, general rights and obligations towards the Company, as well as all health and safety rules, which he / she must follow.

## 2. EDUCATION AND TRAINING. AGRO.VI.M. S.A. believes and invests in its human resources with continuous training. Employees ought to be present and actively involved in training of all kinds and levels.

## 3. PERSONAL DEVELOPMENT. AGRO.VI.M. S.A. has as a basic principle of its labor policy, the continuous development and evolution of its employees by placing them in positions with wider and more important responsibilities.

## 4. OBLIGATIONS OF EMPLOYEES. Each employee in AGRO.VI.M. S.A. should:

- ✓ Perform the task assigned to him / her with diligence, willingness and conscientiousness.
- ✓ Strictly follow all instructions and rules of safety and hygiene.
- ✓ Maintain professional secrecy for any serious confidential information, either personal or professional, concerning the staff or the Company.
- ✓ Respect and protect the facilities, the goods and all the equipment in general, using them according to their purpose, following the rules of their maintenance and keeping them clean.
- ✓ Not accept gifts or tips (in any location, form or value) from customers, suppliers or external partners.
- ✓ Discuss any issue or complaint that concerns him / her with his / her immediate supervisor following the right procedure.

## 5. HYGIENE AND SAFETY. AGRO.VI.M. S.A. ensures that:

- ✓ The health and safety of its employees are protected in all aspects of their work.
- ✓ The premises and facilities of the company meet all safety standards.
- ✓ Trainings are regularly taking place in order for the staff to be prepared for cases of emergency. Each employee is entitled to seek clarification at any time from his / her supervisor or the head of the fire safety team.



**AGROVIM**

genuine  
origin  
authentic  
taste

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