

OCCUPATIONAL RISK PREVENTION POLICY

Objective

At Hipotels, we are committed to ensuring the health, safety, and well-being of all our employees, collaborators, and anyone interacting with our activities. Occupational risk prevention is a top priority for us, and we actively work to identify, assess, and eliminate any hazards that may compromise the integrity of our workers.

Principles and Commitments

1. **Compliance with Current Legislation**
We strictly comply with all national and international regulations related to occupational risk prevention, ensuring that our operations are safe and that our employees work in a legally compliant environment.
2. **Commitment to Safety and Health**
We are dedicated to creating and maintaining a safe working environment by establishing preventive measures to protect the physical, mental, and emotional health of our employees. We promote a safety culture at all levels of the organisation.
3. **Risk Identification and Assessment**
We continuously identify and assess occupational risks across all our processes and activities. This enables us to implement appropriate control measures and minimise potential hazards to our employees' health and safety.
4. **Prevention of Workplace Accidents and Illnesses**
Preventing workplace accidents and illnesses is our priority. We ensure that preventive and corrective measures are adopted and that regular monitoring is conducted to guarantee the effectiveness of these actions.
5. **Continuous Training and Awareness**
We provide regular training to all employees on occupational risk prevention, best safety practices, and how to respond in emergencies. We ensure that every worker has the necessary knowledge to perform their job safely.
6. **Personal Protective Equipment (PPE)**
We supply our employees with the necessary personal protective equipment to perform their tasks safely, ensuring that all workers use it correctly at all times.
7. **Active Employee Participation**
We encourage all employees to actively participate in improving workplace safety through open communication, reporting unsafe conditions, and suggesting measures to enhance safety in the work environment.
8. **Incident and Accident Investigation**
In the event of an accident or incident, a thorough investigation will be conducted

to identify the root cause and implement the necessary corrective measures. All incidents will be documented and analysed to prevent recurrence.

9. Emergency and Evacuation Plan

We have an emergency and evacuation plan that all employees must be familiar with and follow. This plan is designed to ensure a swift and efficient response to any emergency situation, minimising risks to everyone's safety.

10. Continuous Improvement

Occupational risk prevention is an ongoing process. We regularly evaluate our safety policies and procedures to identify areas for improvement and adapt our strategies to new regulations, technologies, and best practices in workplace safety.

Responsibilities

1. Management Responsibility

Senior management is committed to providing the necessary resources for the implementation of this policy and ensuring compliance with health and safety standards throughout the organisation. Additionally, management will lead the promotion of a safety culture at all levels of the company.

2. Area Managers' Responsibility

Area managers are responsible for identifying risks associated with their activities, implementing necessary preventive measures, coordinating safety training for their teams, and ensuring compliance with safety regulations in their area.

3. Employee Responsibility

Employees are responsible for following established safety rules, correctly using personal protective equipment, and reporting any risk or accident that could endanger their health or that of their colleagues.

Action Procedure

1. Risk Identification:

All employees must collaborate in identifying potential occupational risks by reporting them to their area managers or the occupational risk prevention department.

2. Risk Assessment:

We conduct regular assessments to identify and evaluate the risks inherent in each job role. The results of these assessments form the basis for implementing preventive measures.

3. Implementation of Corrective Measures:

Based on the risk assessment, immediate corrective measures are implemented to reduce identified risks, ensuring that all work procedures are safe.

4. Monitoring:
Regular monitoring is carried out to ensure that preventive measures remain effective and that no new risks arise.
5. Review of the Safety System:
The occupational health and safety management system will be periodically reviewed to ensure it remains appropriate and effective in addressing new challenges.

Conclusion

Health and safety at work are fundamental to the smooth operation of our company. At Hipotels, we continuously strive to prevent risks, protect our employees, and improve our working environment. Each member of our organisation plays a key role in building a strong safety culture, and we rely on their commitment to achieving a safe and healthy workplace.

CSO Chief Sustainability Officer

