

# CAIXABANK EQUALITY PLAN

In Barcelona, on 24 January 2020

## BETWEEN

The business representatives:

- Mr. Francesc Xavier Coll
- Ms. Ana Quirós
- Ms. Irene Mariegas
- Mr. Francisco Javier Rojas
- Ms. Núria Escolà

The workers' representatives:

CCOO Workers' Committees

- Mr. Ricard Ruiz
- Ms. Marina Sánchez
- Ms. Ester Lora
- Ms. Sara Cutanda
- Ms. Mayte Pozo

SECB

- Ms. Begoña Peiró
- Mr. Fernando Quero
- Ms. Lucia Dufol
- Ms. Elena Diaz

U.G.T.

- Ms. Caterina Llibre
- Ms. Virginia Madera

SIB

- Mr. Lluís Llompart

FEC

- Ms. Núria Puig-Gros

CGT

- Mr. Félix Gómez

CIC

- Mr. Xabier Urquijo

LAB-ELA

- Mr. Enrique Pérez

## AGREEMENTS

The signing of a new Equality Plan, which substitutes the current one.

This agreement mainly aims to avoid any type of employment discrimination between men and women at CaixaBank, responding to the requirements of Organic Law 3/2007, of 22 March and Royal Decree Law 6/2019, of 1 March amending it, and to take a highly important step to foster, promote and contribute to effective equality and corresponsibility between men and women at CaixaBank.

### 1. Background

In the European area, the right of equality and non-discrimination due to gender is regulated in different directives. Hence, we find this right reflected in the **Directive of the Council of the European Communities of 9 February 1976** relating to the application of the principle of equal treatment between men and women with respect to employment access, training and professional promotion and working conditions (76/207/EEC); modified in 2002; and subsequently in the **Directive of the Council of the European Communities 2004/113/EC**, of 13 December 2004, applying the principle of equal treatment between men and women regarding access to goods and services and their supply and, lastly, in the **Directive of the European Parliament and of the Council 2006/54/EC**, of 5 July 2006, relating to the application of the principle of equal opportunities and equal treatment between men and women in the area of employment and occupancy (recast).

In our country, this right of Equality and non-discrimination due to gender has already been regulated in article 14 of the Constitution. On 22 March 2007, Organic Law 3/2007 was approved for the effective equality of men and women and more recently Royal Decree Law 6/2019, of 1 March, was implemented on urgent measures to guarantee equal treatment and opportunities between men and women in employment and occupancy.

Likewise, this right is regulated in the sector of Savings Banks and Financial Entities.

CaixaBank has always been characterised by its significant social commitment and by its will to adapt to the changes demanded by society. That is why this is reflected in its procedural policies and principles, especially with regard to non-discrimination and equality.

In 2006, the Bank obtained the Optimum Programme certificate, as the partnership company in the process of obtaining equality between men and women.

In December 2007, the Equality and Work-Life Balance Protocol was signed with the Legal Workers' Representatives, as a series of additional measures that substantially improve those set forth in the Collective Bargaining Agreement and other internal pacts.

In September 2008, the Protocol was signed for the prevention of sexual and gender harassment and mobbing.

In September 2008, the Equality Protocol was signed for cohabiting partners or civil unions.

The Equality Plan signed in 2011 was based on a situation at December 2010, in which women represented 48.1% of the total workforce and executive positions defined in this plan, that is, by counting the posts of Commercial Manager Deputy Head of 41.4%. At December 2015, women represented 52.2% of staff and 47.4% of executive posts, exceeding the target established by 2.4 points, which had stood at 45%, up 6 points with respect to the initial situation. At 31 December 2017, executive positions represented 49.3% (8 points with respect to the initial situation) and women represented 53.1% of the workforce. At 31 December 2018, executive positions represented 50% (8.7 points with respect to the initial position), and women represented 53.8% of the workforce. The increase in the DAN positions is significant, which rose from 18% in December 2010 to 41.6% in Dec. 2019.

Taking into account the new regulation set forth in point 5.4 of this agreement, at 31 December 2019, executive posts represented 41.3% ( ) and women represented 55% of the workforce.

The policies and programmes implemented in these years to reinforce the presence of women in posts of responsibility were mainly the Equality Plan, the pre-executive talent programmes, executive talent and protocols in vacancy coverage processes.

This is why the equality plan signed in 2011 was effective since the number of women increased in all areas of the Bank.

Continuing with the equality commitment, through this document, CaixaBank's Management endeavours to evidence the principles that must govern during the whole of its proceedings and also during the activity of its whole workforce and management team.

The Equality Plan is the main document that includes the equality and diversity commitments that must be respected in the activities and professional relationships at the Bank.

To ensure compliance with these commitments defined in this Plan, procedures will be documented that will include the specific objectives and the list of measures that should help to achieve them.

## **2. PURPOSE**

This Equality Plan is designed to be a useful tool for the whole CaixaBank workforce. The parties undertake to continue including the equal treatment and opportunities perspective as the main principle in the structuring of organisational culture. Its commitment is to continue to revitalise a model that goes beyond the logic of leave and the remaining work-balance measures already included in the Equality and Work-Life Balance Protocol in December 2007. It is necessary to talk about people, diversity, meritocracy and talent, use of time, a new employment culture to provide greater equality, the right to a work-life balance and greater efficiency of teams at the Bank and in the health and well-being of people.

The following agreements are attached to this Equality Plan:

- CaixaBank's Work-Life Balance Protocol.
- Protocol for the prevention, handling and elimination of harassment and other conflict resolution measures (mediation) at CaixaBank.
- Equality protocol for cohabiting partners or civil unions.

This Plan is governed by the following general objectives:

- Compliance with the principle of equal treatment and opportunities for all of CaixaBank's employees, promoting the diversity of work teams, progressively achieving a balanced presence or composition of both genders at the Bank, especially in management team posts.
- Application of gender mainstreaming, the principle of equal treatment and opportunities between men and women established as a main principle of the Bank.
- Reinforcement of the knowledge of the measures available to achieve a balance between working, personal and family life and use of time.
- Assessment and frequent monitoring of the Equality Plan and its measures.
- Monitoring of the application of protocols to achieve a work-life balance and prevent harassment, together with other conflict resolution measures (mediation), and of the protocol for cohabiting partners.
- Promote the principle of equal opportunities in the workplace and raise the awareness of the whole workforce through communication and in professional development processes to ensure the involvement of all Bank employees, especially those that manage teams of people.
- Provision of the tools necessary to develop careers equally. Preparation of a management scorecard for the frequent monitoring of the Equality Plan's general objectives.
- Reinforce the CSR commitment with its workforce, guaranteeing its well-being and professional development, right to a work-life balance and promoting the principle of equal opportunities, promoting its participation to achieve these commitments.
- Reinforce the role of women at the Bank.
- Raise awareness and involve the whole workforce.
- Make diversity visible.

### **3. SCOPE OF APPLICATION AND VALIDITY**

This Equality Plan will apply to the whole of CaixaBank's workforce, which must comply with the principles and rules contained therein.

It will enter into force from 24 January 2020.

#### **4. PROCEDURAL PRINCIPLES**

In this regard, this Equality Plan envisages a series of principles, agreed between the Bank and the signatory Trade Union Representatives, grouped into the following areas:

- Equal opportunities culture and policies
- Equality and Corporate Social Responsibility
- Communication, image and language
- Representativeness of men and women
- External selection processes
- Compensation policy
- Development and internal promotion processes
- Training plans
- Working conditions
- Work, family and personal life balance
- Harassment and other conflict resolution measures (mediation)
- Cohabiting partners or civil unions
- Gender violence

Both parties consider the appropriateness of adopting new initiatives, which help to obtain the necessary balance between personal and working life, as a basic and necessary element to make the principle of equality effective, among others:

#### **5. OBJECTIVES AND MEASURES OF THE EQUALITY PLAN**

The relevant aspects of the plan are set forth for each area indicated.

## 5.1. Equal opportunities culture and policies

### Objective

The heritage of corporate policies (values, ethical code, welcome, etc.), prior to the Equality law, related with this area constitute a layer that favours and promotes the generation of a culture of equal opportunities and non-discrimination.

These policies are distributed equally throughout the whole of CaixaBank's workforce through their institutional channels.

The signing of this Equality Plan will continue with the formalisation of the Bank's commitment in this area.

This commitment has been expressed in the programmes being implemented at the Bank to promote gender equality and reinforce the role of women at the Bank, which includes internal actions aimed at increasing the visibility and proportion of women in executive positions.

### Measures

- The principles of equality and the Bank's commitment will continue to be published through the formal channels provided for such purpose.
- Disclose the value of diversity in any area.
- Provide external influences to achieve a society free from gender stereotypes.
- Include and promote equal opportunities in all of the Bank's policies and processes and promote a culture based on meritocracy, equality, diversity and respect for people.
- Contribute to breaking established gender stereotypes.
- Provide visibility to women forming part of the organisation.
- Promote the creation of diverse, cross-cutting and inclusive teams recognising the individuality and heterogeneity of people, eliminating any excluding and discriminatory conduct.
- Promote awareness-raising actions and measures and social change.
- Continue to promote the figure of Territorial Equality advisers, with the aim of supporting different projects in this area.

## **5.2. Equality and Corporate Social Responsibility**

### Objective

CaixaBank's culture is characterised by the neutrality, non-discrimination and social commitment and respect for diversity and equal treatment and opportunities.

It puts into practice the value of solidarity through projects and actions that go beyond the Entity and its stakeholders.

Establishing the principle of equal treatment and opportunities as a fundamental principle of the entity, the social commitment of contributing to non-discrimination and boosting respect for diversity and equal opportunities and treatment with the example of its internal practices and extensive programmes of internal social benefits will continue to be put into practice.

### Measures

- Maintain the Diversity Manifesto as an explicit commitment of Management.
- Disclose the value of equality and diversity among all people, institutions, companies and bodies with which the Bank is related, promoting a culture based on respect for people.
- Continue with the Bank's policy of social commitment through the "La Caixa" Foundation and its volunteering programmes with gender perspective.
- Position CaixaBank as a Bank committed to Diversity and Equality, encouraging the value of diversity and equality at the Company.
- Contribute to breaking established gender stereotypes and to eliminating any excluding and discriminatory conduct.

## **5.3. Communication, image and language**

### Objective

Maintain a model of internal and external communication based on the use of non-sexist, neutral, correct language and images and respect for people in which all of them feel fully identified, taken into account and included.



Accordingly, an egalitarian communication guide has been prepared to promote inclusive non-sexist behaviour.

#### Measures

- This Equality Agreement will be detailed on CaixaBank's intranet and will be permanently available on the Equal Opportunities website to aid its disclosure and knowledge to the whole workforce.
- These notifications will be provided to people that are absent from the Bank as a result of an especially protected extended leave of absence, and will be notified through the channels established for the new workforce for this purpose.
- The use of egalitarian and inclusive communication will be promoted, publicising the egalitarian communication guide.
- Promote the publication through the Bank's usual communication channels, i.e., the intranet, of the different leave programmes, rights and existing work-life balance measures.
- The specific intranet "Equal opportunities" space or channel will continue to be boosted to publish news and good practices at the Bank.
- Motivate the workforce so that within the existing channels at the Bank, suggestions or contributions are made in this area.
- Likewise, this objective will continue to be contractually required from those that collaborate with the Bank in these areas.
- The visualisation of leading women will be promoted.

#### **5.4. Representativeness of men and women**

##### Objective

The presence of men and women provides wealth to teams and new forms of contributing to the sound functioning of the Bank. And specifically, the representativeness of women today is a reality at CaixaBank and the demographic pyramid segmented by gender thereby evidences it.

Generally, CaixaBank has a balanced distribution of the workforce by gender, and the distribution is the same at December 2019 - 55% of women and 45% of men.

As a whole, the entire CaixaBank executive team observes a good trend with respect to the proportion of men and women. For these purposes, the executive team is deemed to be all those posts of responsibility based on the deputy management of offices A and B in the whole commercial networks and departments, based on central and territorial services until the Bank's general management.

To encourage a higher presence of women on CaixaBank's executive teams, and in conformity with the objectives marked in this Plan, we have a commitment to progressively attain a balanced presence or composition of women in this segment. Our objective is to ensure that 43% of women occupy the posts referred to in the preceding paragraph at 31 December 2021. At 31 December 2018, 39.9% of these posts were occupied by women and 60.1% by men and at 31 December 2019, 41.3% of women and 58.7% of men, respectively, occupied said posts.

The objective was also established of improving the position of women in Private Banking and Company management roles. The monitoring of the tendency and of those functions in which women are less represented will be carried out half-yearly within the Equality Commission, on which initiatives are examined to improve indicators.

#### Measures

- Emphasis will continue to be placed on the wealth of teams of men and women within the professional development programmes aimed at executive teams.
- Promote and publish measures to achieve greater time efficiency with the use of new technologies, use of mail, etc.
- Recommendations will be provided for the efficient management of meetings through a specific campaign.
- Promote and distribute equality and work-life balance policies with co-responsibility on a mainstream basis to the whole workforce.
- Maintain the principles of equal opportunities in especially protected situations (high-risk pregnancy, maternal leave, etc.) in all management processes that are defined in this plan.
- Encourage the participation of the less represented gender in internal announcements, ensuring processes with diverse triads from a gender perspective in these announcements.
- Actions will be designed that facilitate and support the access of women when they are under-represented.

## **5.5. External selection processes**

### Objective

The selection policies and processes in this area are characterised by their neutrality in line with the study of the quantitative data analysed. The proportion of new recruits has followed the existing parity at the Bank.

These principles of respect and equal opportunities will continue to be promoted and publicised to raise the awareness of all people and companies that participate in the selection processes.

The selection processes will take into account the abilities, skills, training and experience in the framework of equal opportunities, appointing in each case the person whose profile best adapts to each post.

### Measures

- Gender perspective will continue to be included in the selection processes of the employees endeavouring, wherever possible, to achieve a balanced presence or breakdown of both genders in the groups of candidates and end finalists.
- The interview scripts or models will be standardised to contain the necessary, significant and objective information of the person relating to the position or function or working conditions to which they aspire, without considering aspects with sexist content, contributing aspects such as time management to the assessment.
- Communication channels will be maintained that allow information to arrive in terms of equality and diversity to all groups, without stereotyped images or sexist language.
- The same criteria of equal opportunities and respect for diversity will continue to be demanded contractually from those that are suppliers or collaborate externally in the selection processes and from the temporary employment agencies with respect to the employees that they provide to CaixaBank.

- Whenever possible, a triad with at least one candidate of the least represented gender will be included in the selection processes.
- Gender equality training and awareness-raising will be provided to those in charge of people selection.

## **5.6. Compensation policy**

CaixaBank applies objective and transparent criteria to set the fixed remuneration of its employees through the regulation of the collective bargaining and other internal agreements, among others, the office classification system, seniority rates, specific professional careers and other internal arrangements.

### Objective

Continue with a remuneration policy that guarantees the absence of discrimination for any reason established by law and especially due to gender. This policy is based on a contribution and is assessed with transparent objective processes. Mechanisms will be established to not cause discrimination in the variable remuneration established by the Bank, providing a response to the possible incidents in a maximum period of three months.

### Measures

- The variable remuneration programme in force at all times will continue to be notified clearly and transparently, which is based on principles of non-discrimination, performance and compliance with challenges or objectives, together with the full payment of employees, to contribute to notify and highlight the remaining remuneration, aside from monetary remuneration, provided to them by CaixaBank.
- The remuneration policy in the area of salaries, salary supplements and extra-salary benefits will apply in the terms established by the Bank, to strictly comply with the principle of equal treatment and non-discrimination. Likewise, their amounts will not be reduced as a result of the suspension of the employment relationship following the birth, adoption, legal guardianship or the fostering of a child, pregnancy-related leave or absences as a result of high-risk pregnancies or the care of newborns.

- Those responsible for the distribution of salary remuneration, salary supplements and extra-salary benefits must receive clear indications and avoid losses in the foregoing cases.
- If incidents are detected in the receipt of salary supplements and extra-salary benefits, the establishment of communication and rectification channels will be guaranteed, where appropriate, ensuring the resolution of the incident in a maximum period of three months.

### **5.7. Development and promotion processes**

#### Objective

Guarantee equal opportunities for men and women in professional development and promotion processes, encouraging access to management team positions of the lesser represented gender.

Encourage professional development, contributing to make talent grow at this Bank, enabling better adaptation of the person to those posts for which they are more qualified. Performance, capacity and commitment must take precedence in the management culture. It must highlight the richness of diversity, promoting co-responsibility and enabling harmony of family and personal time and of people with the Bank's needs.

Ensure that the new promotions and appointments progress towards a balanced presence of both genders in the Management Team functions, especially in those in which greater imbalances exist ensuring processes with different triads from a gender perspective in the new promotions, and ensure that people that access management posts may continue to enjoy work-life balance measures, where appropriate, always in accordance with the applicable regulations.

#### Measures

- Gender perspective will continue to be considered in internal promotion processes. Candidates will be considered in relation to the principles of merit, objectivity, capacity and people-post suitability within the framework of equality and the absence of discrimination, ensuring the balanced presence or composition of both genders among the final candidates, provided that the series of candidates and potential candidates contains at least this proportion.

- The executive development programmes will continue to include the principles of equal opportunities, and training in the use of tools that help to improve the efficiency of working time: management of agenda, meetings, use of new technologies, etc.
- A half-yearly monitoring of the promotion trends of the Bank's management team will be carried out by coverage and appointment.
- The development programmes will maintain the criteria of non-discrimination in relation to absences due to the suspension of the employment relationship following the birth of a child, adoption, legal guardianship or fostering or for absences in relation to pregnancy-related leave, high-risk pregnancies or the care of newborns.
- Development actions and promotions will be promoted that reinforce the role of women at the Bank (by way of an example those of the current Wengage project).
- Professional development accompaniment programmes will be carried out.
- Help will be provided to those people that, making use of a work-life balance or maternity or paternity measure, are absent from the work environment on a planned basis for a period exceeding four consecutive months so that, on their return, they can continue their professional development at the Bank.
- Interviews will be performed in the event of the voluntary departure from the post or from the Bank to detect their motives and, especially, to prevent reasons of the post that hinder the will to promote by other people at the Bank. The global results of these interviews will be notified to the Monitoring Committee.
- Women in executive posts will be visualised.
- It will be ensured that employees in charge of promotion and of the design of internal professional promotion itineraries are informed of the Bank's equality policy.
- New measures will be proposed on the Monitoring Committee that promote equality with respect to development and promotion projects.

## **5.8. Training plans**

### Objective

Flexibilise the training model to favour a work-life balance and encourage equal opportunities, promoting the maximum participation of the workforce in training processes. Obligatory training and training legally required to fulfil a work post will be deemed to be effective working time.

Boost training within existing programmes and actions in Equal Opportunities.

### Measures

- The institutional training programmes will continue to comprise, from the welcoming programmes of new employees to executive plans, specific modules aimed at including the principles of equal opportunities, non-discrimination and respect for and inclusion of diversity in professional practices.
- This Equality Plan will be included on the website of new recruits and in the welcoming pack for new employees.
- The use of virtual channels will be promoted as a useful tool to encourage a work-life balance and the use of time. Likewise, it provides access to these courses by people that are in especially protected situations. Training will be planned to minimise journeys as far as possible.
- Training will be provided to people included following the suspension of a contract for work-life balance purposes.
- When exams are held, situations will always be taken into account in which work-life balance measures exist. Correction measures will be established in the cases that cannot be envisaged.
- Training drives will be implemented in areas in which a greater imbalance is observed.
- Balanced gender participation will be fostered in all training programmes.
- Activities aimed at women will be carried out to boost their access to higher-responsibility posts.

## **5.9. Working conditions**

### Objective

Ensure that compliance and the use of measures and conditions regulated in sector regulations and in the Bank's internal regulations enable equal opportunities and a work-life balance.

Promote a balance of family, personal and working life, maximising efficiency in the use of employment time, making effective the measures and tools used by the Bank for this purpose.

### Measures

- Mainstream, clear and transparent notification will be provided on the importance of achieving a balance between family, personal and working life.
- Keep the information up to date on the intranet regarding the applicable measures and conditions available to CaixaBank's employees, to help them to balance family, personal and working life.
- Remote meetings will be encouraged using the means established by the Bank.

Active digital disconnection policies will be promoted.

- The gradual implementation of remote working will be encouraged in Central Services and Territorial Departments, in the terms established at the Bank. The Monitoring Committee will analyse possible improvements and other situations or segments that may use this measure, without studying individual casuistries.

### **5.10. Work, family and personal life balance**

CaixaBank promotes a work-life balance, understood to be the manner in which each person organises themselves to face their own individual and business challenges in the different facets of their life.

The values of respect for diversity and equal opportunities are disclosed in CaixaBank's Equality and Work-Life Balance Protocol of December 2007 and is endorsed with this equality plan.



This Equality Plan is attached as Appendix 1 to this new work-life balance protocol.

Likewise, the Bank's commitment is visualised to promote compatibility between professional, family and personal development, thereby adapting to the needs of the people that work at this Bank, a sign of the diversity of the current society.

The objective is to continue with the policy of ongoing improvement, promoting the responsible use of work-life balance measures, encouraging the co-responsibility policy at CaixaBank and with respect to the people working thereat.

### Measures

- Update and maintain the information of the specific Equality and Work-Life Balance website, currently in force on the intranet.
- Publish good practices, guaranteeing free access regarding the responsible and effective use of measures, which can be used both by men and women.
- A series of recommendations will be established and published in a clear transparent manner to promote good recommendations to the whole workforce: efficient meeting management practices, agenda management practices, etc.
- The Monitoring Committee will follow up the implementation and use of the work-life balance protocol of this agreement.

#### **5.11. Harassment and other conflict resolution measures (mediation)**

Since September 2008, CaixaBank has had a protocol agreed with the legal workers' representatives to prevent, handle and eliminate sexual and gender harassment and mobbing. And it is endorsed with the signing of this Equality Plan.

This new protocol for the prevention, handling and elimination of harassment and other conflict resolution measures (mediation) at CaixaBank is attached as Appendix 2 to this Equality Plan.

Its implementation has external experts in accordance with the Legal Workers' Representatives. Furthermore, it establishes specific whistleblower channels (mail,

telephone, etc.), which oversee the confidentiality and resolution of the processes commenced.

### Objective

Continue the process of ongoing improvement, overseeing the prevention and elimination of sexual and gender harassment and mobbing, together with other conflict resolution measures (mediation).

### Measures

- Publication in a featured section on the specific Equality and Work-Life Balance website of the detailed information on the Harassment Protocol, together with other conflict resolution measures (mediation), and easy access to mail, telephones and contact addresses.
- Provide the Harassment Protocol, together with other conflict resolution measures (mediation) as part of the documentation provided to new employees by the means established for this purpose.
- Specific training to prevent and eliminate harassment at the Bank.
- The Protocol will be improved to prevent harassment, establishing other conflict resolution measures
- Information on the situations will continue to be provided to the Occupational Health and Safety Committee to monitor the indicators and preventive analysis.

#### **5.12. Cohabiting partners or civil unions**

In September 2008, the Equality Protocol for cohabiting partners or civil unions was signed, which includes the regulation of such figures, together with the rights that are recognised and endorsed with the signing of this Equality Plan.

This Protocol is attached as Appendix 3 to this agreement.

#### **5.13.- Gender violence**

CaixaBank and the trade union representatives signing this Plan state their outright rejection of any type of violence towards women.

Measures will be activated to guarantee the protection of personal details and the destination centre of victims of gender violence.

The rights and measures established for gender violence victims will be applied once the Bank has reliable knowledge of the situation, through the contribution of legal documents that accredit their condition, by means of:

Protection order, preventive measure or authenticated copy by the clerk of the order or preventive measure.

Ruling of any jurisdictional protection order declaring a situation of gender violence.

Social services report of the autonomous community or local public administration.

Report of the public prosecutor indicating the existence of gender violence.

## **6. ANALYSIS AND MONITORING OF THE PLAN:**

An Equality Parity Committee is established, which will be formed by a representative of the Bank's Management and by a representative of the trade unions that have signed or are included in this agreement.

Each trade union has the relative percentage with respect to the remaining signatory trade union organisations, taking as a reference the representation of each trade union organisation at each moment at CaixaBank.

The breakdown of the Committee in terms of social representatives will be as follows:

- a) All trade unions that have signed or are included in this employment agreement are represented by a person appointed for this purpose.
- b) The trade unions deemed to be the most representative in the State area or at the Bank will be represented by one extra person.

- c) The trade unions with representation at the company exceeding 20% will attend with one extra person for each 10% or fraction, from that 20% onwards.

Furthermore, and by agreement with both parties, the Committee may have the presence of people outside of the Bank, especially qualified people, belonging to the academic, business, trade union, cultural or social areas.

The Committee will be presided by a representative of CaixaBank's Management and it will meet upon its request or upon that of the majority of the trade union representatives, at least every six months.

Hereinafter, this Committee will be known as the "Equality and Work-Life Balance Committee" and will have the following functions:

- Monitoring of the application of the Equality Plan, the Work-Life Balance Protocol, the Protocol for the prevention and handling of harassment and other conflict resolution measures (mediation) and the Protocol for cohabiting partners or civil unions.
- Proposition of measures (sound practices), establishing objectives and deadlines in this proposal, together with quantitative and/or qualitative monitoring indicators.
- Prioritisation of the measures to be proposed at short, medium and long term.
- Monitoring of the measures in this Equality Plan.
- Resolution of doubts and interpretations of the agreement.
- Monitoring of indicators to measure the effectiveness of the measures proposed by the Committee in accordance with the objectives set.
- Information will be provided and participation will be granted to submit initiatives that will be presented to the Diversity Monitoring Committee through Focus Group prior to the Plan's Monitoring Committee.

- Monitoring of the temporary objective representativeness indexes, together with the establishment of new objectives.
- Inclusion of new measures that favour the obtainment of the targets of the Equality Plan.

The Commission will self-regulate its functioning and on a half-yearly basis, it will have the information required to carry out its task, including:

- ✓ Representativeness of men and women in the workforce
- ✓ Departments and second responsibility by type of office
- ✓ Demographic details of the workforce
- ✓ Characteristics of the workforce by functional grouping
- ✓ Distribution of the work-life balance measures
- ✓ Workforce with timetable flexibility
- ✓ Promotion of the workforce
- ✓ Training

Likewise, the following information will be provided annually:

- ✓ Summary of equality procedures
- ✓ The information indicated in the compensation policy section
- ✓ In the area of remuneration equality, the registration of average salaries will be notified under RD 6/19, or in the terms and with the scope legally established at all times in the WS. Currently: The salary complements and extra-salary benefits of the workforce, broken down by gender and distributed by professional groups, categories or work posts that are the same or have the same value.
- ✓ Distribution of the workforce by gender

This Committee absorbs the functions established for the Work-Life Balance Protocol's Monitoring Committee and the functions established on the Protocol Committee for the prevention, treatment and elimination of harassment, together with other conflict resolution measures (mediation).

## **7. ADDITIONAL PROVISIONS**

In any case, the Plan will maintain its application and validity provided that there are no substantial alterations in the circumstances in which it has been negotiated and its content has not become difficult to apply in the justified opinion of the parties. In any case, the parties may notify this circumstance in the area of the Equality Plan Monitoring Committee, and may open a new negotiating process with all legal workers' representative to adapt the Plan to the new context, making the appropriate amendments and maintaining its validity and application until an agreement is reached.

## **8. APPENDICES**

The following agreements are reproduced below as Appendices to the Equality Plan:

- Equality and Work-Life Balance Protocol
- Protocol for the prevention, handling and elimination of harassment and other conflict resolution measures (mediation)
- Equality protocol for cohabiting partners or civil unions.

These agreements maintain their original nature and validity and include the changes or improvements established by the different Monitoring Committees and their language has been adapted to the rules established in this plan.