

Works Council 70 HP INC



Special Sexual Harassment Protocol.

It is a pleasure to inform you that, for the first time in our company, **we will have a "sexual harassment and Gender Discrimination Protocol"**.

This protocol responds to the commitment that the people who make up the **Works Council** have with **the need to prevent, raise awareness, and where appropriate, tackle with all guarantees any form of harassment and discrimination in the workplace**. It will also give continuity to the advances agreed upon over the years with the Company's Management in defense of Women's Rights, an example of which are the [Benefits for Work Life Balance](#) contemplated in the [Gender Equality](#).

The existence of the protocol shows **the total commitment of the Company's Management to have a totally safe work environment at HP**, where there is no inappropriate behavior towards the safety of women.

From the **Works Council of the entity 70 Barcelona** we want to value the work of the colleagues of the **Trade Union Section of the CCOO** of F9 and the **Works Council 70 Madrid**. This Protocol has been possible thanks to the joint work for more than two years and the coordination of the Equality area of the **CCOO Union**.

What does it consist of:

- Ensures that HP has a safe work environment where harassing and/or discriminatory behavior does not exist.
- Ensures an internal, confidential and quick way to resolve, eradicate and react to sexual or gender-based harassment that may occur in the Company.
- Defines behaviors/behaviors considered sexual harassment and sex discrimination.
- Define Action Protocols that regulate intervention before a harassment situation
 - Legal Framework.
 - Protection on a personal level.
 - Guarantees of the process internally and if required externally.
 - Identify situations where precautionary measures are required.
 - Total privacy of the people involved and the process.
- Information and awareness for the entire staff with Training Sessions.

Entry Channel in case of complaint:

In the event that there is an affected person, they will have at their disposal two internal entry channels to report the facts that will guarantee the total confidentiality of the situation: a channel from the Company and another from the RLT (legal representation of workers).

From the **Works Council** and the Company Management we will inform you as soon as these entry channels are available.

Protocol against gender violence in the domestic sphere

As we already informed you in the [Special Newsletter March 8](#), the next objective will be to have a Protocol to help and provide full support to the colleagues who could suffer this situation in their home, their partner or any other personal situation.

As in the “Protocol on Sexual Harassment and against Gender Discrimination”, the **Works Council** and the Company Management will work together to implement it.

What does it consist of:

- Measures to support and help women in the event that they suffer any type of gender violence in the domestic sphere, guaranteeing total confidentiality.
- Inform women who have this situation in their domestic sphere of the rights that already exist in our country and that protect the victims of these situations.
 - Right to information, comprehensive social assistance and free legal assistance.
 - Labor rights:
 - Reordering work time.
 - Geographical and workplace mobility.
 - Others.
 - Social Security Rights:
 - Retirement pension.
 - In case of suspension of the job, reservation of the position taking into account the contribution period.
 - Others.
 - Economic rights.

The **Works Council** will propose to the Company’s Management a series of measures to help colleagues in the event that they suffer from this situation in their personal life. These measures will be studied together to see the feasibility of including them in the Protocol in our Company:

- If there were a colleague in this situation who worked in building B7, she would have to be transferred to the Main Site (where there is a security service to enter the workplace).
- Contact person at HP who knows the hours of the person who suffers gender violence in case they do not come to work.
- Possibility of transfer to another HP center.
- Possibility of financial aid:
 - By family, change of address or other situations
- Protection measures:
 - Business phone
 - Secured car space in the parking lots of the Site
 - Others
- Medical support measures, social and legal assistance
- Others that we will develop these months.

Works Council HP INC Sant Cugat - Entity 70

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