



WELL-BEING POLICY

INTRODUCTION

In today's world, work is a major part of people's lives, and one of the main pillars of individual identity. As stated by the International Labor Organization (hereinafter ILO), "it is part of everyone's daily life, and the determining factor for attaining human dignity, well-being, and developing as human beings."

Workspaces are centers of socialization, where close and affectionate relationships, customs, and meanings are created, as in any other community. Quality of life is therefore strongly associated with conditions and situations that occur in the working environment. Prioritizing workers, their rights, and their development is the main justification for putting work-related well-being policies and programs in place.

As FibraShop's main objective is quality of life at work, the following should be considered a management philosophy: "improving employee dignity, facilitating cultural change, and providing opportunities for personal progress and development directly and positively impacts the attainment of organizational goals and objectives."

I. PURPOSE AND SCOPE

To improve the conditions of well-being at work of FibraShop employees, supporting their personal, professional, and social development.

II. POLICY

A) PRINCIPLES

FibraShop's commitment to well-being at work is based on the following goals:

1. To elevate the quality of life while at work, supporting improvements to the organizational climate, strengthening the culture of service, and providing mechanisms to facilitate adaptation to internal changes.
2. To improve measures intended to maintain safety and worker health, developing suitable working environments and spaces.
3. To encourage the implementation of activities that will prepare workers for retirement.
4. To develop strategies that motivate employees, encouraging recognition of performance.
5. To optimize the training process in order to meet the institutional needs of employees, continuously improving their performance and the quality of services provided.

B) RESPONSIBILITIES

The Board of Directors is tasked with providing the appropriate resources to establish this policy and ensure it is adequately communicated and distributed throughout the organization.

The Board is comprised of Human Resources managers from all geographic areas, who are responsible for implementing the objectives of this policy throughout the company, and reviewing and updating it.

Under this policy, all employees have individual responsibility for following established procedures in order to ensure equal opportunities, non-discrimination, and well-being at work.

1. REFERENCE DOCUMENTS:

DOCUMENTS	CODE
Annual Sustainability Report	IAS

2. RECORDS:

RECORDS	RETENTION TIME	RESPONSIBLE FOR RETENTION	REGISTRATION CODE
FSIntranet	Undefined	Systems Management	Does not apply

3. CHANGES TO THIS VERSION:

VERSION NUMBER	DATE UPDATED	CHANGE DESCRIPTION
1	January 2022	Does not apply

Authorization date:

PREPARED BY:	REVIEWED BY:	AUTHORIZED BY:
Miriam Reyes Sánchez	Irvin Garcia Millán	Gabriel Ramírez Fernández
Internal Control	Assistant Comptroller	Chief Financial Officer