



Diversity and Inclusion Policy

Fibra Danhos

Administradora Fibra Danhos



INTRODUCTION

Fibra Danhos (FD) is a Mexican Trust established mainly to develop, own, lease, operate, and acquire iconic and premier quality commercial real estate assets, offices, mixed-use projects, industrial warehouses, and projects in the tourism sector in Mexico.

Administradora Fibra Danhos (AFD) is a subsidiary company of Fibra Danhos (FD), which, through a Management Agreement, and under the instructions of the Trust Technical Committee, is authorized to carry out all the necessary or convenient acts for the fulfillment of the Trust's purposes, including the hiring of personnel and contractual relationships with suppliers and service providers.

SCOPE

AFD aims to promote a diverse and inclusive workplace where everyone feels welcome and safe and where the unique contributions of diversity, such as sexual orientation, gender identity, race, age, beliefs, and skills, are valued. The perspective and experience of each person enrich decision-making, generate a creative workspace, and provide tools to meet stakeholders' needs. This policy defines AFD's commitment to fostering diversity and inclusion in the workplace.

REACH

This policy applies to all AFD employees.

RECRUITMENT AND SELECTION PROCESS

AFD is committed to continuing a rigorous, inclusive, and ethical recruitment process, which ensures that:

- All candidates will be treated with dignity, respect, and confidentiality.
- Candidates are selected based on their merits, prioritizing their sector experience without sponsorship or favoritism.
- The selection process is free of bias and complies with all legal and legislative requirements of Equal Employment Opportunities and non-discrimination.
- One of FD's targets is to increase gender parity in the Technical Committee, by integrating gender equity criteria in the recruitment process.

Recruitment and selection process criteria;

- Conduct interviews designed by the direction of Human Capital, with gender diversity interviewers when possible.
- Perform psychometric and cognitive capacity tests carried out by an external consulting company.
- Background and reference verification.

WORK ENVIRONMENT BEHAVIOR

AFD employees must comply with the Code of Ethics, which defines the expected behavior among AFD employees in the workspace. Additionally, AFD expects that its employees fulfill the following responsibilities around diversity and inclusion;



- Respect their coworkers' social and cultural differences.
- Treat all employees in a respectful and fair way
- Participate in initiatives that promote AFD's inclusion and diversity targets.
- Report any concern or incident related to diversity issues through the ethics line. (<https://danhosteescucha.lineaetica.com.mx>)

REMUNERATION AND BENEFITS

All AFD employees are entitled to the same benefits. The remuneration of each employee is based solely on their experience, workload, and level of responsibility of their position.

TRAININGS AND PROFESSIONAL DEVELOPMENT

All AFD employees have access to AFD training programs, which aim to promote professional development, regardless of gender, age, or role in the organization.

POLICY REVIEW

AFD undertakes to review this policy annually with the possibility of modifying and updating it at any time. Changes to this policy will come into effect immediately once it is updated on the website, so we encourage the reader to review this policy regularly.

RELATED POLICIES

- Code of Ethics
- Human Rights Policy
- Technical Committee members Selection Policy

DOCUMENT CHECK

Version	Approved by	Date of last review/update
1.0	Blanca Canela, Executive Director of Administradora Fibra Danhos	December 2023