

VOLUNTARY EQUALITY PLAN

ASOCIACIÓN GIRASOL

1. Introduction

Asociación Girasol, dedicated to comprehensive palliative care, states its commitment to effective equality between women and men, non-discrimination, and the creation of a respectful, inclusive work environment free from any form of harassment.

Although the entity is not legally required to have an Equality Plan because it does not reach the staff threshold established by current regulations, it voluntarily adopts this document as a tool for organizational improvement and compliance with the principles of equal opportunities.

2. Scope of Application

This plan shall apply to:

- All personnel contracted by the association.
- Members of the governing bodies in the exercise of their duties.
- Volunteers, in matters compatible with their relationship with the entity.

3. General Principles

The association commits to:

- Guaranteeing equal treatment and opportunities.
- Preventing any discrimination based on sex, gender identity, sexual orientation, age, disability, origin, religion, or any other personal or social circumstance.
- Promoting the balance of personal, family, and professional life.
- Preventing sexual harassment and sex-based harassment.
- Using inclusive language in internal and external communications.

4. Initial Diagnosis

As of the approval date of this plan:

- **Staff:** 3 employees.
- **Organizational structure:** Small-scale.
- No internal complaints related to discrimination or harassment have been detected.
- Recruitment processes are conducted based on criteria of merit, capability, and suitability for the position.

5. Objectives

Objective 1: Guarantee objective and non-discriminatory selection processes.

Measures:

- Draft job offers using inclusive language.
- Assess exclusively professional criteria related to the position.

Objective 2: Promote work-life balance.**Measures:**

- Analyse requests for schedule adaptations when the organisation of the service allows it.
- Facilitate the advance planning of schedules and shifts.

Objective 3: Promote equality in training.**Measures:**

- Facilitate access to training actions regarding equality and care for vulnerable groups.
- Guarantee equal opportunities to attend courses and conferences.

Objective 4: Prevent harassment situations.**Measures:**

- Approve and disseminate the protocol for the prevention of and response to harassment.
- Designate a reference person to receive inquiries or incidents.

6. Monitoring

The Board of Directors will review annually:

- Incidents related to equality.
- Measures implemented.
- Needs for updating the plan.

7. Term of Validity

This plan shall be valid for four years from its approval.

PROTOCOL FOR THE PREVENTION OF AND RESPONSE TO SEXUAL HARASSMENT AND SEX-BASED HARASSMENT

1. Zero-Tolerance Statement

The Asociación Girasol declares its commitment to maintaining a safe and respectful work environment, rejecting any conduct that constitutes sexual harassment or sex-based harassment.

2. Prohibited Conduct

The following, among others, are considered unacceptable:

- Offensive or humiliating comments of a sexual nature.
- Unwanted sexual innuendos or propositions.
- Non-consensual physical contact.
- Jokes, messages, or images with offensive sexual content.
- Unfavourable treatment based on sex, pregnancy, maternity, or the exercise of work-life balance rights.

3. Responsible Person

A reference person will be designated to receive communications related to potential harassment situations.

- **Designated Person:** Trinidad Marín Romero
- **Email:** trimaju@hotmail.com

4. Action Procedure

- **Phase 1. Communication:** The affected person may communicate the observed or experienced facts verbally or in writing.
- **Phase 2. Initial Assessment:** The responsible person will analyze the situation confidentially and may gather information from the parties involved.
- **Phase 3. Resolution:** The Board of Directors will adopt the appropriate measures based on the severity of the facts. These may include:
 - Formal warning.
 - Organizational measures.
 - Disciplinary actions in accordance with labour legislation.
 - Communication to the competent authorities when appropriate.

5. Guarantees

- Confidentiality.
- Protection against retaliation.
- Respect for the presumption of innocence.
- Diligent and objective processing.

6. Dissemination

The protocol will be delivered to all employees and will be available through the association's internal media.

APPROVAL AGREEMENT

The Board of Directors of the Asociación Girasol, meeting on May 20, 2026, agrees to approve this Voluntary Equality Plan and the Protocol for the Prevention of and Response to Sexual Harassment and Sex-Based Harassment, committing to its application and monitoring.

Signature of the Presidency

Signature of the Secretariat