

Corporate Policy	Version	Effective Date	Date of Next revision
Diversity, Equality and Inclusion	1.0	15-04-2019	15-04-2020

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# 1 PURPOSE

To create a frame of reference and set forth guidelines that promote a culture of respect for diversity, equity and inclusion inside the company, establishing the principles that govern non-discrimination, equal opportunities and respect for individuals within it, aligned with the Social Responsibility, Environment and Governance Policy and in compliance with human rights applicable in our country, as well as national labor laws and regulations in force related to the issue.

Compliance with this policy is mandatory for all Vesta operations, as well as for all collaborators of the company, either directly or through any of its subsidiaries, as well as for contractors whose staff work full or part-time at our facilities (such as security and cleaning personnel) and for those who carry out building construction activities.

Vesta is committed to disseminating this policy across the different regions and stakeholders, to align their own policies with those of the company. Final accountability for compliance with this policy rests with the company's directors, with the support of the Human Resources area.



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TERMS & CONDITIONS	EXPLANATION/DEFINITION
Affirmative Action	A special, specific and temporary measurement in favor of persons or groups in a situation of discrimination. Its aim is to correct patent situations of inequality in the exercise of rights and freedoms. This is applicable as long as such situations persist. It shall be adapted to the situation to be mitigated, shall be non-discriminatory, legitimate and respecting the principles of justice and proportionality.
Harassment	An action of persecution or annoyance from one person towards another. The verb harass refers to an action or conduct that causes discomfort or disagreement in the other.
Sexual Harassment	Any unwanted verbal, psychological or physical conduct directed towards a person for the purpose of violating his or her dignity or creating an intimidating, hostile, humiliating or offensive environment.
Reasonable Adjustments	Necessary and appropriate modifications and adaptations to infrastructure and services, the implementation of which does not impose a disproportionate burden or affect the rights of third parties. These apply when required in a particular case, in order to guarantee that individuals with disabilities exercise their rights on an equal basis.
Human Rights	Based on the recognition that the inherent dignity, equity and inalienability of the rights of all members of the human family constitutes the foundation of freedom, justice and peace in the world. These rights are defined in the Universal Declaration of Human Rights of 1948, their respect is of strict observance in accordance with this declaration, as well as with Mexican legislation.
Salary Inequity	Gender inequity gap in the work sector. It is identified as a difference between the average of total male and female incomes. It must abide by the following principle: "equal work, performed in the same position, with equal working days and conditions of efficiency, must always receive equal pay".
Disability	A constantly evolving concept that results from the interaction between people with impairments and attitudinal and environmental barriers that prevent their full and effective participation in society on an equal basis with others.



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Discrimination	A dominant view in which one group of people believes to be superior to another for any reason. Any distinction, exclusion or restriction based on ethnic or national origin, gender, age, disability, social or economic condition, health conditions, pregnancy, language, religion, opinions, sexual preferences, marital or other status which has the effect of preventing or nullifying the recognition or exercise of the rights and the real equity of opportunity of a group.
Diversity	Originality and plurality of identities characteristic of the groups and societies that make up human kind. It lies in abundance, variety and difference. It is expressed in the variety between religions, sexual orientations, political views, ethnicities, customs, traditions, experiences, cultures, languages, age and the coexistence between them.
Gender Equality	Impartiality in the treatment that women and men receive according to their own needs, either with equal treatment or a differentiated one that is considered equivalent in terms of rights, benefits, obligations and possibilities. In the field of development, a gender equality goal often requires measures to compensate for the historical and social disadvantages that women suffer.
Gender	A set of ideas, behaviors and attributes that a society considers corresponding to each sex. A group to which human beings of each sex belong, understood from a socio-cultural rather than an exclusively biological point of view.
Gender Equality	A situation in which women and men have equal access to the use, control and benefit of goods, services and resources, as well as to decision-making in all areas of the workplace.
Inclusion	The condition of being valued, respected and supported: it is based on the needs of each individual and guarantees that the necessary conditions exist for each person to reach their maximum potential. Inclusion must be reflected in the company's culture, practices and relationships.
Inclusion in the workplace	The creation of favorable conditions for the participation of vulnerable people in the workplace. These must be conditions free of discrimination and with equal opportunities in access, permanence, remuneration and promotion.
Interculturality	Interculturality, from a comprehensive and human rights perspective, refers to the construction of equitable relationships between people, communities, countries and cultures.
Accessible Language	One that aims to improve the information and communication of the workplace towards the personnel that conforms it. In order to eliminate any communication barrier, the language must be clear, open, fluent, concise and easy to understand.
Inclusive Language	Recognizes women and men in both oral and written communication. It manifests social diversity and seeks to balance inequality. Inclusive language contributes to building a society that recognizes and integrates diversity, gender equality and equity.



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Non-sexist language	The use of communicative expressions that make both sexes visible,
	particularly women, eliminating subordination, humiliation and the use of
	stereotypes.
Sexism	Practices and attitudes that promote the differentiated treatment of individuals based on their biological sex, assuming and expecting certain characteristics and behaviors. Sexist practices mainly affect women given the prevalence of cultural beliefs that consider them inferior or unequal to
	men by nature.

#### 2 RESPONSIBILITIES

Every collaborator of Vesta Management S. de R.L. de C.V. is responsible for the compliance, monitoring and application of the guidelines established in this policy.

#### **HUMAN RESOURCES:**

- To define the priorities to be addressed in terms of diversity, inclusion and equality.
- To design, together with the area of Sustainability, lines of action for the fulfillment of this policy.
- To raise awareness among Vesta's main audiences on diversity, inclusion and equality.

# **COLLABORATORS:**

• To know this policy and regularly update knowledge of these rules.

# 3 DEVELOPMENT

### 3.1. NON-DISCRIMINATION

Vesta complies with human rights regulations and national and international labor laws, and therefore prohibits all forms of discrimination, on the basis of origin, gender, family status, health, disability, pregnancy, physical appearance, genetic factors, sexual orientation, age, way of life, political opinion, trade union activity, actual or assumed membership of a specific ethnic group, nationality, race, religion or any other characteristic that makes each person unique. Similarly, the expression any form of intolerance understood as discrimination is prohibited.

At Vesta, we are committed to carrying out our operations without any type of discrimination or any conduct that could harm the dignity of our collaborators, as well as the rest of their audiences.

No employee shall be subjected to any form of harassment within the workplace or during activities related to their work tasks.



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Non-discrimination must be integrated into Human Resources processes, including recruitment, access to training, compensation, welfare, internal mobility and career development.

#### 3.2. GENDER EQUALITY

At Vesta we promote effective equity between women and men within the company in terms of access to employment, training, professional promotion and working conditions, promoting gender diversity as a manifestation of social and cultural reality, particularly in the following areas:

- 1. Strengthen Vesta's commitment to equal opportunities for women and men, both in the company and in projects carried out as social investment, as well as raising awareness of these issues.
- **2.** To guarantee that, in our compensation policy, equity is established in the remuneration of the personnel who work in Vesta, where equivalent roles and responsibilities receive the same payment regardless of the gender of the collaborator.
- **3.** To ensure the professional development of women within the company, removing obstacles that may slow down or limit their careers, implementing practices that include criteria of merit and ability regarding the requirements of the job.
- **4.** Implement positive action measures to reduce inequality and promote women's access to positions of responsibility in which they have little or no representation.
- 5. To encourage the company to have a balanced representation in the different decision-making levels, seeking to ensure that women participate under equal opportunity conditions in all areas of consultation and decision-making in the company.
- **6.** To promote, throughout the organization, working conditions with a gender perspective, allowing balance between the personal, working and family life of the women and men who work at Vesta, seeking to eliminate discrimination on the grounds of gender.

#### 3.3. INCLUSION AT THE WORKPLACE

At Vesta we seek to have an excellent work team that reflects the company's values and is a benchmark for the best talent. Moreover, we believe that the best talent can be found in very different life patterns as long as opportunities exist.

For this reason, we seek to implement programs that promote labor inclusion in different sectors of the population, such as people with disabilities and those in vulnerable situations.

#### 3.4. DIVERSITY ON THE BOARD OF DIRECTORS

Vesta's Board of Directors is based on the principles of non-discrimination, effective equality, recognition and respect for diversity as guiding principles. In Vesta we fight against discrimination and the search for equality is identified as a key area in the development of company policies.



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#### 3.5. AWARENESS-RAISING AND TRAINING

At Vesta, we promote diversity through awareness-raising and training for all collaborators. The Human Resources area is a key player in implementing this objective.

Awareness of diversity issues must be included in the recruitment and career development processes. Likewise, through the training of all collaborators, Vesta seeks to create a healthy environment, based on the development of their skills and abilities, and on the business strategy.

All Vesta collaborators must be sensitive to the potential impact that their behavior may have on co-workers, customers, suppliers and any other person with whom they are in contact for work purposes.

### 3.6. QUALITY OF LIFE SCHEMES

At Vesta, there are different flexibility schemes in each operation in order to promote the reconciliation of work, family and personal life, through a better distribution of effective working time. The detailed guidelines are:

- -Maternity and Paternity Leave
- -Staggered Working Hours
- -Breastfeeding Room

# 4 REPORTING VIOLATIONS OF THIS POLICY

Any Vesta collaborator who believes in good faith that a rule or principle of this policy has been or is about to be violated (including Harassment or Discrimination) shall notify immediately the Ethics Committee or the Chief Integrity Officer, either by telephone at **01 800 04 Ethics (38422),** online at **www.nuestrocompromisoetico.com** or by email at **etica@vesta.com.mx** or reporte@nuestrocompromisoetico.com.

### 5 DOCUMENTATION AND ARCHIVE

All documentation generated relating to this policy will be kept on file by Human Resources for review and consultation.