



Review control		
Review	Date	Change description
1.0	28/12/2018	Initial version
2.0	26/02/2025	New structure and update of commitments and lines of action

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1. INTRODUCTION

Inmobiliaria Colonial, SOCIMI, S.A. (hereinafter, “the Colonial Group”, “the Group”, or “the Company”), through its Well-Being Policy (hereinafter, “the Policy”), commits to fostering good health and well-being of all the people that are in the Group’s office buildings.

Ensuring good health and promoting well-being for everyone at all ages is essential to build societies that thrive and, ultimately, for sustainable development. The concept of “healthy workplace” is based on the World Health Organization’s definition: “A healthy workplace is one in which workers and managers collaborate to use a continual improvement process to protect and promote the health, safety and well-being of all workers and the sustainability of the workplace.”

Placing people at the center of design, building and operational decisions adds value to the assets, which results in highly appealing office spaces that are easier to rent as they improve the occupant well-being and allow them to develop a talent-oriented corporate philosophy, thus increasing productivity.

This Policy is aligned with UN Sustainable Development Goal 3 (Good Health and Well-Being) and supplements the Group’s ESG Policy, Environmental Policy, and the Company’s Sustainability Master Plan.

The 2015 Sustainability Master Plan, which aims to go one step further in the company’s environmental commitment, sets sustainable development objectives and includes occupant well-being policies, among others.

2. OBJECTIVE

The Well-Being Policy aims to define specific health and well-being commitments to employees, consumers and other stakeholders and to contribute to developing the company’s Environmental Policy and Sustainability Master Plan.

3. SCOPE

This Policy is applicable to all Colonial Group companies and is mandatory for all the people composing these companies (board of directors, directors, representatives, senior management and employees, among others). Additionally, it applies to and shall be known by all the people and entities that have a contractual or business relationship with Colonial Group (suppliers, contractors, subcontractors and partners, among others).

4. COMMITMENTS AND LINES OF ACTION

Colonial Group aims to create healthy, safe and pleasant spaces that promote well-being and allow occupants to grow both personally and professionally, ensuring the best workplace conditions.

To this end, the Group takes on the commitment to incorporate strategies based on and aligned with well-being best practices, which allows it to assess how the characteristics of built spaces impact on occupant health and safety. This commitment allows tenants to certify their workplaces, if they decide so.

The Group places people at the center of design, building and operational decisions and prioritizes the following line of action:

4.1. AIR QUALITY

Clean air is critical to our health, but quality is impaired by pollution from traffic and fuels. Additionally, Volatile Organic Compounds (VOCs) emitted by finishing materials and cleaning products pollute indoor air.

To ensure the best air quality, the Group commits to:

Control

- Testing indoor air quality on a regular basis by analyzing and measuring relative humidity, temperature, CO and CO₂ in buildings operated by the Group.
- Working on installing CO₂, temperature and humidity sensors in office floors and in the return of primary air handling units monitored from the BMS establishing control parameters and detecting anomalies.
- Setting up mechanical ventilation systems through air handling units that humidify and pre-treat the primary air in most of the Group's offices.
- Ensuring the entry of primary air into spaces through optimized ventilation systems that regulate air supply.

Indoor Air Quality

- Requesting information on VOC emissions from suppliers of installed building materials and cleaning products, thereby limiting the VOC emissions present in the environment.
- Committing to high-efficiency filters in main ventilation systems to ensure indoor air quality.
- Avoiding cleaning products that are carcinogenic, toxic, or have harmful effects on human health.

4.2. WATER QUALITY

The consumption of clean water is one of the primary requirements for optimal health. To ensure high-quality water, the Group is committed to:

- Conducting periodic water quality controls in accordance with regulatory protocols for the prevention of Legionella in faucets, hot water storage tanks, cooling towers, and fire water tanks, implementing corrective measures if necessary.
- Providing building occupants with access to water supply by installing water faucets in rental spaces and network-connected dispensers in common areas in most buildings.

4.3. FOOD AND MIND

Nutrition plays a fundamental role in good health and in the physical and psychological well-being of people. In line with this, the Group commits to

Food

- Promoting, as far as possible, healthy food for all occupants of Colonial's buildings.

Well-being

- Adapting the Group's office spaces to occupants' needs.
- Promoting common break areas for all the occupants.

4.4. COMFORT

The workplace shall be a space that promotes comfort, productivity and well-being. In line with this, Colonial Group commits to:

Accessibility

- Ensuring universal access for people with disabilities by removing existing architectural barriers while also complying with prevailing regulations.

Workplace

- Verifying the comfort workplace parameters on a regular basis through the property technology installed in the buildings. This technology allows monitoring indoor comfort without compromising the energy efficiency of the premises.
- Standardizing the building automation and control systems, Building Management Systems (BMS), which regulate indoor environmental conditions and ensure the proper functioning of HVAC and ventilation equipment for user comfort.

Acoustic comfort

- Carrying out acoustic studies in most buildings within the portfolio to analyze noise levels emitted to the exterior and ensure they do not exceed permissible limits.
- Promoting tests in the indoor spaces of the buildings to guarantee acoustic comfort for office occupants.

4.5. LIGHTING

Avoiding insufficient or inappropriate vision increases well-being, productivity and visual acuity. In line with this, Colonial Group commits to:

Artificial lighting

- Monitoring the quantity and quality of lighting for different types of areas, tasks, and activities in indoor workplaces and common areas.
- Promoting LED lighting in common areas.
- Installing LED lighting in office renovations as part of the pre-fit-out process before new tenants move in.

Daylighting

- Promoting building facades with a large portion of their surface glazed.
- Avoiding excessive lighting and unnecessary energy consumption by installing natural light sensors that automatically regulate artificial lighting.

5. PEOPLE IN CHARGE

The Sustainability Committee of Colonial is ultimately responsible for approving and fostering compliance with this Well-being Policy.

The Group's Chief Corporate Development Officer is responsible for setting the objectives, actions and indicators that allow the Group to pursue the goals and guidelines set out in this policy, as well as ensuring its compliance

6. DISSEMINATION AND TRAINING

This Policy will be available to all internal and external stakeholders on the corporate website of the Group. Furthermore, it will be included in the training subjects for all Colonial Group's employees and new hires.

7. APPROVAL AND UPDATE

This policy has been approved by the Sustainability Committee on February 26, 2025, and came into effect on that same date.

This policy shall be reviewed and updated as necessary to incorporate the best international well-being practices in force at any given time.