

STAYINGVALENCIA

CODE OF ETHICS AND CONDUCT

BAR COLLADO, S.L.U

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Principles

1.1 At BAR COLLADO, S.L.U., we aim to be a sustainably successful company and understand that success is not enduring if not based on good business practices. Therefore, we want our success to be founded on the principles of:

- Responsibility: Conducting our activities with integrity, efficiency, and proactivity.
- Respect: Recognizing and respecting individual differences, including sex, race, religion, nationality, disability, social or economic class, and professional training, as the basis for coexistence.
- Professional Ethics.
- Integrity.
- Honesty.
- Loyalty.
- Efficiency.
- Continuous Improvement: Planning, controlling, involving, and raising awareness among our staff and collaborators.

1.2 Our Code of Ethics and Conduct is an express declaration of the principles, values, and conduct guidelines that should inspire and guide the behavior of individuals within the company in their professional activities.

1.3 These principles and values describe the behavior we expect from our executives and employees.

1.4 This Code aims to share with the members of the company the corporate principles that form part of our culture of good practices. To this end, we develop behavior models based on the aforementioned principles, contributing to the prevention of actions contrary to the law.

1.5 The principle of ZERO TOLERANCE is integrated into the DNA of our organizational culture to avoid any form of discrimination based on sex in the workplace, not tolerating any behavior against the freedom, dignity, and physical and mental integrity of workers, customers, suppliers, collaborators, and any other person linked to the company. This includes avoiding actions that violate sexual freedom, such as sexual assault, sexual and moral harassment, sexual extortion, and sexual violence that may be committed in the digital realm. A diligent preventive and reactive policy is applied against such actions.

A Protocol Against Sexual Harassment and Harassment based on sex and a procedure for action against moral, sexual, and sex-based violence at work is also implemented, forming an integral part of this Ethical Code.

1.6 The ultimate purpose of our Code of Ethics and Conduct is to foster a responsible work environment beyond legal requirements for all members of our business organization, from whom the highest level of ethical behavior and integrity is expected.

Scope of Application

1.7 The creation of this code of ethics and conduct was initiated by the management body of BAR COLLADO, S.L.U. However, the entire management team and all employees are committed to its implementation and making it their own, working towards its full integration into the corporate culture.

1.8 This code applies to the following individuals:

1. Shareholders.
2. The management body.
3. Executives.
4. Employees.
5. Associated persons.

Objectives of the Code of Ethics and Conduct

1.9 The objectives of our Code of Ethics and Conduct cover the following areas (all interrelated and guiding our actions):

- a) Personal responsibility.
- b) Compliance with the law.
- c) Relationships with colleagues.

- d) Relationships with customers and suppliers.
- e) Professional development and training.
- f) Workplace safety and health.
- g) Prevention of money laundering.
- h) Respect for individuals.
- i) Honesty and integrity in business.
- j) Transparency.
- k) Environmental responsibility.
- l) Social responsibility.
- m) Right to privacy.
- n) Confidentiality and use of company information.
- o) Use and protection of company and third-party assets.

1.10 We are committed to the World Tourism Organization's (UNWTO) Code of Ethics. This Code, approved in 1999 by the UNWTO General Assembly, includes 10 principles covering the economic, social, cultural, and environmental components of travel and tourism, designed to guide the main actors in tourism development. It aims to maximize the benefits of the sector while minimizing its impact on the environment, cultural heritage, and local communities. Known as the Manifesto of the Responsible Traveler, it provides a guide of 10 basic guidelines for practicing responsible tourism, promoted by the InterMundial Foundation to demonstrate the benefits that tourism brings to society and the environment, favoring responsible tourism development and rewarding initiatives that promote excellence and commitment within the tourism industry.

PRINCIPLES OF THE GLOBAL CODE OF ETHICS FOR TOURISM

- Article 1: Contribution of tourism to mutual understanding and respect between people and societies.
- Article 2: Tourism as a tool for personal and collective development.
- Article 3: Tourism as a factor for sustainable development.
- Article 4: Tourism as a means of utilizing and enriching cultural heritage.
- Article 5: Tourism as an activity beneficial to destination countries and communities.
- Article 6: Obligations of tourism development agents.

- Article 7: Right to tourism.
- Article 8: Freedom of tourist movements.
- Article 9: Rights of tourism sector workers and entrepreneurs.
- Article 10: Implementation of the principles of the Global Code of Ethics for Tourism.

We Are Responsible When We Follow Ethical Principles

1.11 Individuals associated with BAR COLLADO, S.L.U. must accept personal responsibility for complying with the Compliance Manual and this code. They should take the necessary time to read and understand them and be aware of the consequences of non-compliance.

1.12 Their main duties are:

1. Perform their functions with honesty, care, diligence, professionalism, and integrity.
2. Commit to always acting correctly.
3. Understand their membership in the company as a commitment to being part of a team, recognizing that failing in this commitment is failing the team.
4. Always fulfill promises.
5. Be sincere and avoid finding excuses not to be.
6. Be orderly in their person and work.
7. Avoid making commitments or promises that harm the company's interests.
8. Understand that non-compliance with regulations cannot be considered an option within the business risk framework.
9. Inform the management body of any act of waste, fraud, abuse, or corruption they become aware of.

We Comply with the Law

1.13 BAR COLLADO, S.L.U. is committed to strict legal compliance.

1.14 All company members must act with absolute respect for current legal regulations and, in particular, must avoid criminal behavior. They should take the necessary time to read and understand the laws and the consequences of non-compliance.

Promoting Personal Relations with Colleagues

6.1 Ethical conduct begins with oneself; therefore, BAR COLLADO, S.L.U.'s most valued asset is the personal relationship among all who are part of the company. Achieving a good working environment is our primary goal.

6.2 Appreciating each individual's contribution is only possible in a good working environment with good personal relationships, good organization, good emotional health, and acting with courtesy and respect towards colleagues.

6.3 Duties of individuals subject to the compliance manual include:

1. Open, respectful, clear, and sincere communication with all colleagues.
2. Collaboration and helping colleagues succeed in their duties.
3. Mutual loyalty.
4. Alignment with the company's mission.
5. Teamwork spirit, proactive attitude, and accountability.
6. Respect for individual differences.
7. Attention to all communications from the company to executives and employees.
8. Strictly prohibiting harassment in any form, whether face-to-face, in writing, by email, or any other means.
9. Prohibiting discrimination based on gender, race, sexual orientation, religious beliefs, political opinions, nationality, social origin, disability, or any other potentially discriminatory factor.

Valuing Relations with Customers and Suppliers

7.1 The customer is the raison d'être of BAR COLLADO, S.L.U. Satisfying their needs and expectations and earning their loyalty is essential for achieving our growth and development objectives. Our goal is continued success over time, which is only possible if customers trust BAR COLLADO, S.L.U. Therefore, we strive to earn and maintain their trust.

7.2 Suppliers are strategic partners since meeting the company's quality and compliance requirements is vital for achieving our product and service standards. Our goal is to maintain a trusting relationship with our suppliers. Therefore, we strive to earn and maintain their trust.

7.3 Both forces are genuine intangible assets with a significant contribution to the final objective, and we understand that their achievement and maintenance depend on our conduct.

7.4 Therefore, we commit to honesty, transparency, and integrity in all relationships with customers or suppliers to achieve and maintain these intangible assets' value.

7.5 We commit to achieving the highest quality standards in our products and services.

7.6 We refuse to make or receive undue payments and any cash transactions, except for minor expenses usually paid in cash.

7.7 In certain circumstances, restricted and in-kind commercial favors may be considered appropriate. However, we do not seek to unduly influence our customers' or suppliers' decisions by offering commercial favors.

7.8 Therefore, accepting or offering gifts, presents, favors, or courtesies is prohibited, except when within the usual limits of courtesy and not violating applicable laws.

Promoting Professional Development and Training

8.1 BAR COLLADO, S.L.U. values the professional growth of all its employees. Therefore

, we foster ongoing training and personal and professional development.

8.2 Managers are responsible for guiding their teams, encouraging and supporting their professional development. They should provide opportunities for continuous learning and improvement, ensuring employees have the necessary skills to perform their duties effectively.

8.3 We encourage employees to seek out training opportunities and stay updated with industry trends and best practices.

8.4 Personal responsibility includes actively participating in available training programs and continuously striving for improvement.

Ensuring Workplace Safety and Health

9.1 BAR COLLADO, S.L.U. prioritizes workplace safety and health, aiming to provide a safe and healthy work environment for all employees.

9.2 We adhere to all applicable health and safety laws and regulations, striving to prevent accidents and occupational illnesses.

9.3 Employees are responsible for understanding and following safety protocols and practices, reporting any hazardous conditions or safety concerns to management.

9.4 The company commits to regularly reviewing and improving safety measures and providing necessary resources and training to ensure a safe workplace.

Environmental Protection

10.1 BAR COLLADO, S.L.U. is committed to environmental protection and sustainable practices.

10.2 We comply with all environmental laws and regulations, striving to minimize our environmental footprint.

10.3 Employees are encouraged to engage in environmentally friendly practices, such as reducing waste, recycling, and conserving energy.

10.4 The company aims to continuously improve its environmental performance, seeking innovative solutions for sustainability.

Prevention of Money Laundering

11.1 BAR COLLADO, S.L.U. is committed to preventing money laundering and complying with all applicable laws and regulations.

11.2 We implement internal controls and procedures to detect and prevent money laundering activities.

11.3 Employees must report any suspicious transactions or activities to the appropriate authorities within the company.

11.4 We provide training and resources to ensure employees understand and adhere to money laundering prevention policies and procedures.

Right to Privacy

12.1 BAR COLLADO, S.L.U. respects the right to privacy of all individuals, including employees, customers, and suppliers.

12.2 We comply with data protection laws and regulations, ensuring the confidentiality and security of personal information.

12.3 Employees must handle personal data responsibly, following company policies and legal requirements.

12.4 The company commits to safeguarding personal information and preventing unauthorized access, use, or disclosure.

Confidentiality and Use of Company Information

13.1 BAR COLLADO, S.L.U. values confidentiality and the proper use of company information.

13.2 Employees must maintain the confidentiality of sensitive information, including business plans, financial data, and proprietary information.

13.3 Unauthorized disclosure of confidential information is strictly prohibited.

13.4 The company provides guidelines and training on handling confidential information and ensures compliance with applicable laws and regulations.

Use and Protection of Company Assets

14.1 BAR COLLADO, S.L.U. is committed to the proper use and protection of company assets.

14.2 Employees are responsible for using company assets, including equipment, technology, and financial resources, responsibly and efficiently.

14.3 Misuse or unauthorized use of company assets is prohibited.

14.4 The company implements controls and procedures to safeguard assets and prevent fraud, theft, or abuse.

Conflict of Interest

15.1 BAR COLLADO, S.L.U. strives to avoid conflicts of interest and maintain integrity in business dealings.

15.2 Employees must avoid situations where personal interests may conflict with the company's interests.

15.3 Any potential or actual conflicts of interest must be disclosed to management.

15.4 The company provides guidance on managing conflicts of interest and ensures transparency and fairness in decision-making processes.

Entry into Force and Acceptance of the Code

16.1 This Code of Ethics and Conduct comes into force on June 17, 2024.

16.2 All members of BAR COLLADO, S.L.U., including shareholders, executives, employees, and associated persons, are required to accept and adhere to this Code.

16.3 The company commits to regularly reviewing and updating the Code to ensure its relevance and effectiveness.

16.4 By acknowledging this Code, individuals agree to uphold its principles and values, contributing to a responsible and ethical work environment.