

Plan for Equal Opportunities between Men and Women in OSSA

June 2018



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1. INTRODUCTION

a) Presentation of the Company.

Obras Subterráneas S.A. (hereinafter OSSA) is a company specialising in the sector of **underground works**. Its activity is based on the business areas of **Construction, Energy, Mining and Tunnel Waterproofing** and it has become the leading organisation in the industry on the Iberian Peninsula.

Due to the masculinization from the start of the company's industry it has been an organisation with many more men than women. However, in recent years social transformation has led it to begin to promote the addition of female staff, within the possibilities of its potential talent pool.

OSSA is committed to the development of **innovative and technological** projects, always under the parameters of *quality* of service and workers' *safety*. It has a code of ethics which mentions non-tolerance of discrimination on the rounds of race, sex, etc.

This plan joins the efforts being carried out by the organisation to favour equal opportunities and non-discrimination.

b) Legal Framework.

Gender equality is a universal legal principle recognised in a number of international, European and state texts.

The European Union has included it as a fundamental principle since the Treaty of Amsterdam of 1 May 1997, considering equality between men and women and the elimination of gender inequalities to be a cross-cutting objective that should be integrated in all its policies and actions, as well as those of its Member States.

In our country article 14 of the Spanish Constitution of 1978 establishes the right to equality and non-discrimination on the grounds of sex; and article 9.2 establishes the obligation of the public authorities to promote conditions that ensure that the equality of individuals and of the groups to which they belong may be real and effective.

Full formal recognition of equality by law was completed with the approval of **Organic Act 3/2007, of 22 March on Effective Equality between Men and Women (LOIEMH)** aimed at making real equality between men and women effective by removing the obstacles that prevent this from being achieved. The Plan for Equality between men and women of Obras Subterráneas S.A. aims to comply with this Act.

Article 45.1 of the LOIEMH obliges companies to honour equal treatment and opportunities within the workplace and to this end they must adopt measures aimed at preventing any manner of occupational discrimination

between men and women; such measures must be negotiated and, as appropriate, agreed to with workers' legal representatives (WLR).

Point 2 of this same article 45 establishes that, in the case of companies with more than 250 employees, the equality measures must lead to the formulation of an equality plan that must be negotiated as stipulated in the labour legislation.

Equal treatment and opportunities between men and women must be considered a fundamental principle of labour relations and of the company's human resources management.

c) The company's Commitment to Equality

The Management of Obras Subterráneas S.A. must be committed to this objective and the workforce must be involved in this task if we wish to make this Equality Plan an effective instrument for improving people management, optimising the skills and potential of the entire workforce and thereby improving quality of life and increasing productivity.

To formulate this Plan an in-depth diagnosis was made of the situation and position of men and women within the company in order to detect the possible presence of discriminations and inequalities that require the adoption of a series of measures to eliminate and correct them. This Plan has been prepared jointly by the Company's Management and the workers'

representatives in order to achieve a series of actions adapted to the needs of the Group.

Achieving real equality means not only avoiding discrimination on the grounds of sex (equality of treatment), but also achieving equal opportunities for men and women in access to the company, contracting and working conditions, promotion, training, remuneration, reconciliation between personal, family and work life, occupational health, etc.

d) General Features of the Plan.

The Equality Plan is an organised set of equality measures and positive actions that aim to integrate the principle of equality between men and women in the company. The features that govern the Equality Plan are the following:

- It is designed for the entire workforce and is not aimed exclusively at women.
- It adopts gender mainstreaming as one of its governing principles and a strategy for making equal opportunities between men and women effective. This involves incorporating the perspective of gender in the management of the company in its policies and levels.

- It considers participation through dialogue and cooperation of the parties (company management, social parties and the entire workforce) to be one of its basic principles.
- It is preventive, eliminating any possibility of future sexual discrimination.
- It has internal coherence, is dynamic and open to changes based on the needs arising from its follow-up and evaluation.
- It is based on a commitment by the company that guarantees the resources necessary for its introduction, follow-up and evaluation.

2. STRUCTURE

The Equality Plan of Obras Subterráneas S.A. is based on a diagnosis of equal opportunities carried out in the organisation the results of which were presented and agreed with the workers' representatives in February this year.

Taking the results obtained in the diagnosis of the situation as the main reference, this document has been drawn up which includes the following contents:

- **Performance programme**, created based on the conclusions of the diagnosis and on the aspects for improvement relating to gender equality detected. This section defines a series of specific objectives for each of the core areas of performance.
- **Work files** These include actions for each of the objectives through a file containing the following fields: objective to which they correspond, steps to follow, group involved, party/parties responsible, estimated time required and measurement indicators for this action.
- **Criteria for follow-up and evaluation** of compliance with the Plan, through the members of the Follow-up Committee who will receive information on the level of performance of the Plan, its results and its impact on the company.

The performance programme has two goals. On the one hand, to define the actions that help to reduce possible inequalities where applicable and, on the other hand, to specify actions that guarantee that all the processes carried out in the company include the principle of gender equality.

To achieve this, a twofold strategy will be used that corresponds to these two goals and which is the strategy specified in Organic Act 3/2007 (LOIEMH) for achieving this effectiveness:

- Adoption of cross-cutting actions, focussing on the core area of Culture and Communication, that guarantee integration of the principle of equality in the company's policies.
- Adoption of specific actions for each of the core areas and defined objectives that improve any possible imbalances existing in its protocols, processes and levels.

Methodologically, the structure of the equality plan is internally coherent; that is, it is an **organised set of actions** aimed at achieving equality of treatment and opportunities between men and women in the company and eliminating sexual discrimination.

To respond to this criterion, the contents of the Equality Plan are structured as follows:

- Performance programme.
- Work files, for each of the core areas included in the equality plan.

3. DEFINITIONS

a) Definition of Concepts as regards Equality.

Principle of equal treatment for men and women

This means the absence of all direct or indirect discrimination on the grounds of sex, in particular as regards maternity, the assumption of family obligations and marital status (Art. 3 Organic Act 3/2007, of 22 March for effective equality between men and women.

Equal treatment and opportunities in Access to employment, training and professional promotion and in working conditions

The principle of equal treatment and opportunities between men and women, applicable within the sphere of private employment and in public employment, will be guaranteed, within the terms specified in the applicable legislation, in access to employment, including self-employment, in professional training, in working conditions, including remuneration and dismissal, and affiliation with and participation in trade union and employers' organizations or any association whose members practice a specific profession, including the benefits granted thereby.

Difference in treatment based on a sex-related characteristic will not constitute discrimination in access to employment, including the necessary training, where, in the light of the nature of the specific tasks concerned or the context in which they are performed, such a characteristic represents a

genuine and determining occupational requirement, provided that the objective is legitimate and the requirement is proportionate. (Art. 5 Act 3/2007).

Direct and indirect discrimination

Direct discrimination on the grounds of sex is regarded to be a situation where one person is treated less favourably on the grounds of sex than another is, has been or would be treated in a comparable situation. (Art. 6.1. Act 3/2007).

Indirect discrimination on the grounds of sex is regarded to be a situation where an apparently neutral provision, criterion or practice would put persons of one sex at a particular disadvantage compared with persons of the other sex, unless that provision, criterion or practice is objectively justified by a legitimate aim and the means of achieving that aim are appropriate and necessary. (Art. 6.2. Act 3/2007).

In whatsoever event, instructions to directly or indirectly discriminate on the grounds of sex will be regarded to be discriminatory. (Art. 6.3. Act 3/2007).

Sexual harassment and harassment on the grounds of sex

Sexual harassment is any form of verbal or physical conduct of a sexual nature with the purpose or effect of violating the dignity of a person, in

particular when creating an intimidating, degrading or offensive environment. (Art. 7.1. Act 3/2007).

Harassment on the grounds of sex is any behaviour prompted by a person's sex with the purpose or effect of violating his or her dignity, creating an intimidating, degrading or offensive environment. (Art. 7.2. Act 3/2007).

Sexual harassment and harassment on the grounds of sex will be considered to constitute discrimination under any and all circumstances (Art. 7.3. Act 3/2007).

The conditioning of a right or of an expectation of a right to the acceptance of a situation constituting sexual harassment or harassment on the grounds of sex will likewise be regarded to be discrimination on the grounds of sex. (Art. 7.4. Act 3/2007).

Equal pay for work of equal value

Equal pay on the grounds of sex is understood to be the employer's obligation to pay the same compensation for the rendering of services of equal value, directly or indirectly, whatever the nature thereof, whether involving salary or non-salary items, without any discrimination by reason of sex in any of the elements or conditions thereof. (Art.28 Workers' Statute).

Discrimination on the grounds of pregnancy or maternity

Any less favourable treatment of women relating to pregnancy or maternity constitutes direct discrimination on the grounds of sex. (Art. 8 Act 3/2007).

Right to reconciliation of work, family and private life

The right to reconcile work, family and private life will be acknowledged to workers in ways that foster the balance of sharing family responsibilities; the exercise of such right must not occasion any form of discrimination whatsoever. (Art. 44.1 Act 3/2007).

4. SCOPE OF APPLICATION

This Equality Plan is applicable in Obras Subterráneas S.A. and therefore covers the entire workforce (headquarters in Madrid and work centres in the rest of Spain).

It shall likewise be applicable to all work centres that the organisation may open during the term of this Plan within the territorial scope described in the foregoing paragraph.

5. TERM

To achieve the objectives of this plan, by means of the agreed actions, a term of 4 years from the signing hereof is established.

Once this period has elapsed, it shall be deemed to be extended annually if the objectives have not been achieved or if all the actions have not been completed.

6. PERFORMANCE PROGRAMME

In order to continue to progress in the achievement of the general objectives the following core areas and objectives have been established, for the matters indicated below:

Core Area 1 Culture and Communication

1.1. Fostering equal opportunities in OSSA

1.2. Reinforcing, internally and externally, OSSA's commitment in the sphere of Equality and Reconciliation.

1.3. Performing follow-up of the progress of the perception of OSSA's employees with regards to Diversity, Equal Opportunities and Reconciliation.

1.4. Ensuring that the professionals take responsibility for OSSA's achievements with regards to Diversity, Equality and Reconciliation.

Core Area 2 Access to the company and contracting

2.1. Reinforcing the mechanisms of access to employment of the groups with less representation.

2.2. Enhancing equal opportunities in the selection process.

Core Area 3 Promotion, development and training

3.1. Fostering equal opportunities in the **processes of promotion and development.**

3.2. Promoting and favouring **access to training in order to promote equal opportunities.**

Core Area 4 Remuneration

4.1. Ensuring **equal opportunities in the sphere of Remuneration.**

Core Area 5 Reconciliation of personal/professional life

5.1. Advancing in **co-responsibility** between men and women.

Core Area 6 Prevention of harassment and sexual violence

6.1. Establishing a **process relating to the detection, prevention and performance in situations of Sexual Harassment and/or on the Grounds of Sex.**

6.2. Improving the legally established cover for **women who are victims of sexual violence** thus greater contributing to their protection.

7. WORK FILES

In the following section we present specific actions for each of the previously mentioned objectives by core areas. As we have already explained, the aim of the format is to delimit each of the actions proposed to ensure that the performance and follow-up thereof is simple.

The structure of the files is the following:

Number of the action by core area/objective/action	
Identification of the Action	
Steps to follow	Group involved
Milestones necessary for achieving the action	Participating Area, Committee or Professional
Party/Parties responsible	Estimated time required
Who promotes the action	Time for performing the action
Measurement indicators for the action	

Core Area 1: Culture and Communication

1.1 Fostering Equal Opportunities in OSSA

Action 1.1.1

Creating a Follow-up Committee in order to provide follow-up, evaluate results and propose improvements to the actions of the equality plan.

Steps to follow

- Creation of the Follow-up Committee; it is possible to maintain the same members as those that revise the plan.
- Assigning roles to the members of the Committee.
- Establishing a calendar of meetings and informing the Management of OSSA of this calendar.

Group involved

- HR- Establishing the creation of the Committee and calling meetings.
- All the professionals of OSSA Spain.

Party/Parties responsible

HR Department

Estimated time required

3 months

FOLLOW-UP INDICATORS: Creation of the Committee

Action 1.1.2

Quarterly revision of compliance with the objectives established in the equality plan and informing the Management Committee.

Steps to follow

- Creation of a calendar of revision of the actions established in the equality plan.

Group involved

HR and Follow-up Committee as executors.

Party/Parties responsible

HR/ Chairman of the Committee

Estimated time required

3 months

FOLLOW-UP INDICATORS: Performance timeline.

1.2. Reinforcing, internally and externally, OSSA’s commitment in the sphere of Equality and Reconciliation.

Action 1.2.1	
Performing a specific internal communication for dissemination to all employees of the Equality Plan (this will be carried out through Documenta and Works noticeboards.)	
Steps to follow	Group involved
<ul style="list-style-type: none"> -Choosing key messages. - Creation of the communication and launch to the entire workforce 	HR and Communication, as executors.
Party/Parties responsible	Estimated time required
HR Department- Communication Dept.	3 months
FOLLOW-UP INDICATORS: Performance of the communication.	

Action 1.2.2

Disseminating externally OSSA's commitment to equal opportunities and non-discrimination (webpage and annual report).

Steps to follow

- Determining contents of the publications and communications.
- Drafting contents for the webpage and annual report.
- Scheduling these actions and performing them within the planned periods.

Group involved

HR- Communication, as executors.
All OSSA professionals.

Party/Parties responsible

HR Department/ Follow-up Committee

Estimated time required

3 months

FOLLOW-UP INDICATORS: Specific publications and communications on the commitment to equality.

1.3. Performing follow-up of the progress of the perception of OSSA’s employees with regards to Diversity, Equal Opportunities and Reconciliation.

Action 1.3.1

Promotion of the use of the existing HR mailbox, so that people can make suggestions relating to diversity, equality and reconciliation that can be included as future actions.

Steps to follow	Group involved
<ul style="list-style-type: none"> -Review of the uses and regulations for the HR mailbox. -Promotion of the use of the mailbox and its possible uses among the entire workforce. -Follow-up of the suggestions. 	<p>HR- manager assigned to the mailbox as executor.</p> <p>All OSSA professionals.</p>
Party/Parties responsible	Estimated time required
HR Department/ Follow-up Committee	3 months

FOLLOW-UP INDICATORS: Communication of the possible use of the mailbox and follow-up of suggestions relating to equal opportunities.

1.4. Ensuring that the professionals take responsibility for OSSA’s achievements with regards to Diversity, Equality and Reconciliation.

Action 1.4.1.	
Scheduling informative actions on Diversity and Equal Opportunities within some of the training planned in the short/medium term. These actions can be included in certain training actions or be given specifically in some functions.	
Steps to follow	Group involved
<ul style="list-style-type: none"> - Analysis of future training actions in order to include messages on the commitment to equal opportunities in OSSA. -Structuring of the messages/key moments for the communication. -Small training/communication to the trainers assigned to disseminating the messages. -Analysis of the employees’ receptiveness/perception of the messages conveyed. 	HR- Head of Training, as executor. All OSSA professionals.
Party/Parties responsible	Estimated time required
HR- Head of Training	12 months
FOLLOW-UP INDICATORS: Number of informative actions with the messages included.	

Core Area 2: Access to the Company and Contracting

2.1. Reinforcing the mechanisms of access to employment of the groups with less representation.

Action 2.1.1.

Promoting from the organisation, by means of **specific agreements with universities and study centres**, admission programmes that compensate for inequalities of minority groups.

Steps to follow

- Identifying the positions held mainly by men, as well as the professional training relating to these positions.
- Contacting Universities or Training Centres that offer the training identified.
- Creating a campaign to attract young talent, in collaboration with these universities, especially among the under-represented group.

Group involved

HR- Training and talent detection as executor.
Selected Training Centres and Universities.

Party/Parties responsible

HR- Head of selection

Estimated time required

1 year.

FOLLOW-UP INDICATORS: Record of the number of people provided by each training centre segmented by gender.

2.2. Enhancing equal opportunities in the selection process.

Action 2.2.1.

Adapting and disseminating in writing, within the various selection channels (Infojobs and Webpage), OSSA's respect and commitment to equal opportunities between men and women.

Steps to follow	Group involved
<ul style="list-style-type: none"> -Identification of the channels and messages to be disseminated. -Inclusion of the information chosen in the channels and information to the workforce on this matter. 	<p>HR- Heads of selection as executor.</p> <p>All the employees and applicants to OSSA employee positions.</p>
Party/Parties responsible	Estimated time required
HR- Head of selection	3 months

FOLLOW-UP INDICATORS: Selection procedure and dissemination.

Action 2.2.2.

Gathering segmented information on the various phases of the selection process, in order to identify moments and tools that may or may not be affecting equal opportunities.

Steps to follow	Group involved
<ul style="list-style-type: none"> -Identification of the phases of the selection process that we wish to record and making a record by gender. -Coordination of responsibility for the record at an internal and external level (subcontracted consultants). -After a period of 6 months of collection of information, analysis of the data obtained. -Implementation of measures for favouring equality in the focus points identified. 	<p>HR- Head of selection as executor.</p> <p>All employees involved in the OSSA selection processes.</p>
Party/Parties responsible	Estimated time required
HR- Head of selection	1 year

FOLLOW-UP INDICATORS: Record of the information segmented by gender.

Action 2.2.3.

Carrying out **specific training for the people involved in the selection processes** that includes awareness on equal opportunities and identification of stereotypes.

Steps to follow	Group involved
<ul style="list-style-type: none"> -Analysis of the training contents necessary for training in selection processes. -Creation/selection of the key messages relating to equal opportunities. -Selection of the type and form of training. -Holding the training and inclusion in the training catalogue as required. 	<p>HR- Head of selection as executor.</p> <p>All professionals involved in the selection processes within OSSA.</p>
Party/Parties responsible	Estimated time required
HR- Head of selection	1 year

FOLLOW-UP INDICATORS: Analysis of the training contents and training given.

Core Area 3: Promotion, Development and Training

3.1. Fostering equal opportunities in the promotion and development processes.

Action 3.1.1.

Keeping a record of performance of follow-up of promotions, differentiating between gender and the organisational level (of all phases of the process).

Steps to follow

- Reviewing the segmentation criteria in order to keep a record of internal promotions.
- Establishing criteria in line with the organisational situation that include segmentation by gender and professional level.
- Starting to keep the record.
- Analysis of the record after 6 months and identification of the measures necessary for favouring equal opportunities in OSSA.

Group involved

HR- Head of Development and Promotion as executor.
All OSSA employees.

Party/Parties responsible

HR- Head of Development and Promotion.

Estimated time required

12 months

FOLLOW-UP INDICATORS: Record of segmented promotions.

3.2. Promoting and favouring access to training in order to enhance equal opportunities.

Action 3.2.1.

Including **training and awareness actions or interventions** relating to Equal Opportunities between Men and Women and **Reconciliation of personal and professional Life** in the 2018 Training Plan.

Steps to follow	Group involved
<ul style="list-style-type: none"> - Definition of specific groups for raising awareness on equal opportunities and reconciliation. - Identification of key messages relating to reconciliation. - Inclusion of contents in the training/communications. - Qualitative analysis of the perception of the workforce with regards to the messages given. 	<p>HR– Head of Development and Promotion as executor and Head of Training.</p> <p>All OSSA employees.</p>
Party/Parties responsible	Estimated time required
HR– Head of Development and Promotion.	12 months

FOLLOW-UP INDICATORS: Inclusion of actions in the training plan.

Action 3.2.2.

Publishing the training plan annually so that the OSSA professionals can, voluntarily, choose the training courses available within the organisation they consider necessary for their professional development and progress.

Steps to follow

- Annual definition of training contents (establishing frequency)
- Establishing means for voluntary requests by the employees.
- Publication of the training plan
- Follow-up of the impact of the initiative in relation to the promotion of the training to the workforce.

Group involved

HR- Head of Development and Promotion as executor and Head of Training.
All OSSA employees.

Party/Parties responsible

HR- Head of Development and Promotion.

Estimated time required

12 months

FOLLOW-UP INDICATORS: Publication of the training plan and creation of protocols for application for training.

Core Area 4: Remuneration

4.1. Ensuring equal opportunities in the sphere of Remuneration.

Action 4.1.1.

Performing a **partialised remuneration analysis of admissions in the last 5 years**, segmented by position and gender and analysing their progress within OSSA in order to identify measures that can help to improve the salary conditions of women and seek alternatives in order to balance the differences.

Steps to follow	Group involved
<ul style="list-style-type: none"> - Identification of the variables necessary within the analysis. - Identification of critical mass /positions for performing the study. - Integration of variables and performance of the analysis. - Analysis of the results obtained and presentation of possible measures to be implemented. 	<p>HR- Head of Compensation as executor.</p> <p>All the organisation's employees.</p>
Party/Parties responsible	Estimated time required
HR- Head of Compensation.	6 months

FOLLOW-UP INDICATORS: Results of the analysis and study of measures to be implemented.

Core Area 5: Reconciliation of Professional/Private Life

5.1. Advancing in co-responsibility between men and women.

Action 5.1.1.

Disseminating, through the internal communication channels, the reconciliation rights of Act 3/2007 and communicating those available in OSSA.

Steps to follow

- Creation of a specific communication plan for dissemination of the specific measures relating to reconciliation applicable in OSSA.
- Providing a noticeboard in the work centres where the rights established in Act 3/2007 and the reconciliation measures OSSA offers are displayed in an accessible manner.

Group involved

HR/Communication as executors.
All OSSA professionals.

Party/Parties responsible

HR- Head of Communication.

Estimated time required

6 months

FOLLOW-UP INDICATORS: Number of channels and means of dissemination (posters, leaflets, etc.)

Action 5.1.2.

Carrying out **informative and awareness sessions on the leave relating to reconciliation**, aimed at men and women in a segmented manner, that contain the legislation and those included in the plan on this matter in order to make their use visible and encourage it.

Steps to follow	Group involved
<ul style="list-style-type: none"> -Identification and definition of the contents of the sessions. -Inclusion of the training in the 2018 training plan. 	<ul style="list-style-type: none"> HR- Head of Training as executor. All OSSA professionals.
Party/Parties responsible	Estimated time required
HR- Head of Training	12 months

FOLLOW-UP INDICATORS: Calendar of training actions and their completion.

Core Area 6: Prevention of Harassment and Sexual Violence

6.1. Establishing a process relating to the detection, prevention and action in situations of Sexual Harassment and/or On the Grounds of Sex.

Action 6.1.1.

Creation of a Performance Protocol in the event of cases of Sexual Harassment and/or on the Grounds of Gender and disseminating this among the entire workforce.

Steps to follow	Group involved
<ul style="list-style-type: none"> -Creation of a Protocol that provides a swift, effective and exemplary response in the event of cases of harassment in the workplace. -Dissemination of the Protocol among all OSSA employees through the intranet platform and in the work centres providing personal guidance on the contents of the document. -Creation of an email for handling situations of harassment managed by a person on the Follow-up Committee. 	<p>HR and Follow-up Committee as executors. All OSSA professionals.</p>
Party/Parties responsible	Estimated time required
HR/Follow-up Committee.	3 months

FOLLOW-UP INDICATORS: Performance protocol and its publication/dissemination.

Action 6.1.2.

Giving training to those people assigned specific tasks and responsibilities relating to sexual harassment and/or on the grounds of sex in the workplace to enable them to perform their work successfully.

Steps to follow	Group involved
<p>–Holding training sessions for the people with specific tasks relating to this matter, in order to update know-how and strategies for preventing and responding to sexual harassment and/or on the grounds of gender.</p>	<p>HR and heads of training as executors. All the people involved in the prevention and management of cases of harassment in OSSA.</p>
Party/Parties responsible	Estimated time required
<p>HR Department/ Training Dept.</p>	<p>12 months</p>

FOLLOW-UP INDICATORS: Inclusion of the sessions in the training plan.

6.2. Improving the legally established cover for women who are victims of sexual violence thus greater contributing to their protection.

Action 6.2.1.

Signing the agreement of commitment against sexual violence with the Ministry of Equality and Social Affairs

Steps to follow	Group involved
<ul style="list-style-type: none"> -Receipt of information from the Ministry of Equality and Social Affairs for analysing the type of agreement to be signed (there are two options: dissemination agreement or collaboration agreement). -Preparation of the documentation and sending this to the entity. -Signing the agreement -Internal and external dissemination of OSSA's commitment against sexual violence. 	<ul style="list-style-type: none"> HR- Head of ORP All OSSA professionals
Party/Parties responsible	Estimated time required
HR- Head of ORP	6 months

FOLLOW-UP INDICATORS: Signing of the agreement and related communications.

8. FOLLOW-UP AND EVALUATION

Article 46 of the Organic Act for effective equality between men and women states that Equality Plans will establish the specific equality objectives to be achieved, the strategies and practices to be adopted for achieving them, as well as creating effective systems of follow-up and evaluation of the objectives established.

The need for Equality Plans to include effective systems of follow-up and evaluation of the objectives established is independent from the obligation specified in article 47 of the aforementioned legislation and article 64 of the Workers' Statute, as regards to informing the Workers' Legal Representative of the Equality Plan and achievement of its objectives; monitoring respect and application of the principle of equal treatment and opportunities between men and women, as well as the application in the company of the right to equal treatment and opportunities between men and women, which will include data on the proportion of men and women in the various professional levels and, where applicable, on the measures adopted to promote equality between men and women in the company, of having established an equality plan and on the application thereof.

The follow-up and evaluation phase included in the Equality Plan of Obras Subterráneas S.A. will provide knowledge of the development of the Plan and the results obtained in the various areas of performance during and after its development and implementation.

The follow-up phase will be carried out regularly in a programmed manner and will provide information on possible needs and/or difficulties arising in the performance. This knowledge will enable it to be covered and adapted, providing the Plan with the flexibility necessary for its success.

The results of follow-up of performance of the Plan will form an integrated part of the evaluation.

9. FOLLOW-UP COMMITTEE

Follow-up and evaluation of the Plan will be carried out by the Follow-up Committee, which will be created to interpret the contents of the Plan and evaluate the degree of compliance therewith, as well as the objectives established and the actions programmed.

This Committee will be created during the three months following the signing of the Plan.

a) Composition

The Follow-up Committee of the Equality Plan of Obras Subterráneas S.A. will have parity and will be composed of representatives of the Company and representatives of the Trade Union Organisations who sign the Plan, with 2 numbers of representatives of the company and 2 of the trade union part, who will be appointed by these signatory parties.

The appointment of the aforementioned people will be made within the three months following the signing of the Plan. Each person belonging to the Committee may exceptionally delegate their representation and vote.

b) Functions

The Committee will have the following functions:

- Follow-up of compliance with the measures established in the Plan.
- Evaluation of the various measures carried out.
- Preparation of an annual report that will show the progress with regards to the equality objectives within the company, in order to check the efficiency of the actions introduced for achieving the established aim, proposing, where applicable, any modifications necessary for obtaining this aim.

General responsibilities of the committee

- Interpretation of the Equality Plan.
- Follow-up of performance of the Plan.
- Knowledge and resolution of conflicts arising from the application and interpretation of this Equality Plan. In these cases the intervention of the Committee will be mandatory, prior to taking the case to the law and the competent administrative bodies.

- In individual matters not relating to the contents of the Equality Plan the intervention of the Follow-up Committee will not be mandatory.
- Regular knowledge, based on the agreement made, of the commitments agreed and on the degree of introduction thereof.

Specific responsibilities of the committee

- Analysis of the degree of achievement of the objectives proposed in the Plan and of the results obtained by performance of the actions.
- Analysing methodologies and procedures put into practice in the performance of the Plan.
- Specifically, in the Follow-up phase information should be obtained on the following:
 - The results obtained from performance of the Plan.
 - The level of performance of the actions.
 - The conclusions and reflections obtained after analysis of the follow-up data.
- Taking into consideration the term of the Plan, an intermediate evaluation will be carried out in the second year after entry into effect of the Plan and another final evaluation 3 months before completion of the term of the Plan. The partial and final

evaluations will include the results of the follow-up together with the evaluation of the results and the impact of the Equality Plan.

- The **final evaluation** of the Equality Plan should take into consideration the following:
 - The level of compliance with the objectives of the Plan.
 - The level of improvement in the reduction of any possible inequalities detected in the diagnoses.
 - The level of achievement of the expected results.
 - The level of performance of the actions undertaken.
 - The level of difficulty encountered/ perceived in the performance of the actions.
 - The type of difficulties and solutions undertaken.
 - The level of consolidation of equal opportunities in the company.
- For compliance of the functions entrusted to the Follow-up Committee of the Equality Plan of Subterráneas S.A. it will be necessary for the company to provide the statistical information, separated by sexes, as carried out in the Diagnosis

of Equality between men and women, established in the follow-up criteria agreed for each of the actions with the corresponding frequency.

- Based on the evaluation performed, the Follow-up Committee of the Equality Plan of Obras Subterráneas S.A. will make proposals for improvement and the changes that should be made.

In Madrid, on 25 June 2018.

In Representation of the company:



Carmelo Trujillo Garrido



Oscar Yusta Rodrigo



Beatriz Simón Machuca

In Representation of the workers:



Laura García Cerdeira



Nayra Herrera González