INTEGRATED POLICY

Albian, comprising the following companies: **INGECLIMA, S.L.U., ALBIAN CARE, S.L.U., VALIDACIONES TÉCNICAS, S.L.U. (VALIDATEC), AD-TECH IBÉRICA, S.L., CLEAN ROOM CONCEPT, S.L. and CLEAN ROOM DOOR, S.L.U. (Q-DOOR),** adapts to the requirements for Quality, Productivity, Environmental Stewardship, Prevention and Safety, as well as Information Security, demanded by an increasingly competitive and digitalised market. It operates an Integrated Management System, described in the MANAGEMENT MANUAL and implemented within the organisation, in accordance with the requirements of the International Standards UNE-EN-ISO 9001 (INGECLIMA, CLEAN ROOM CONCEPT and AD TECH IBERICA), UNE-EN ISO 14001 (INGECLIMA; CLEAN ROOM CONCEPT), UNE-EN ISO 45001 (INGECLIMA) and UNE-EN ISO/IEC 27001 (INGECLIMA) currently in force, in accordance with the scope applicable to Albian's companies.

COMMITMENT TO CONTINUOUS IMPROVEMENT, INNOVATION AND SUSTAINABILITY

Management reaffirms its commitment to continuous improvement, innovation and sustainability as fundamental principles for the efficient and responsible development of all our activities. This commitment translates into:

- Fostering a culture of lifelong learning and the adoption of best practices to ensure the highest standards of quality, occupational safety, protection of information assets and sustainability.
- Promoting collaboration at all levels of the organisation to achieve strategic objectives, thereby enhancing competitiveness, customer satisfaction, business continuity and the well-being of our staff.
- Managing information security by protecting the organisation's information assets through an approach based on risk management and continuous improvement throughout their entire lifecycle.

By guiding our decisions towards sustainable development and responsible resource management, this policy is underpinned by strategic pillars that promote quality, prevention and continuous improvement:

1. SUSTAINABLE GROWTH

At Albian's companies, we understand **that sustainable growth** is the key to our long-term success. We are committed to:

- Foster profitable and continuous growth that enables the expansion of our operations and the diversification of our offerings, without compromising the principles of social and environmental sustainability and information security.
- Identify and capitalise on new business opportunities within a secure and trustworthy environment that contribute to strengthening our competitiveness and creating value for all stakeholders.
- Embed responsible practices based on trust and the protection of information, ensuring that our growth has a positive impact on both the economy and the community.
- Manage risks associated with information security in a systematic manner, implementing proportionate controls to protect information assets and ensure the continuity of the organisation's activities.

This strategic approach aims to generate long-term value, whilst always maintaining a balance between economic growth, social responsibility and environmental sustainability.

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2. CUSTOMER FOCUS

The **customer** is at the heart of our business strategy. We are committed to:

- Meeting and exceeding our customers' expectations by providing high-quality, reliable and secure products and services that meet their specific needs and requirements.
- Maintain a proactive and personalised approach towards our customers, ensuring long-term relationships based on trust, commitment, satisfaction and respect for confidentiality and the protection of their data.
- Adopt an agile, flexible and innovative approach that enables us to anticipate market changes, adapt quickly to market demands and offer effective solutions within optimal timeframes and at a competitive cost.
- To protect the information provided by clients, partners and other stakeholders, guaranteeing its secure handling throughout its entire lifecycle and ensuring compliance with applicable legal, contractual and information security requirements.

The success of our organisation is directly linked to the ongoing satisfaction of our customers. We therefore strive to build strong relationships that drive both their growth and ours, with continuous improvement, innovation and the safeguarding of information security as our core principles.

3. PROCESS EFFICIENCY

Operational efficiency is a key factor in delivering high-quality services and products, and in strengthening the sustainability and competitiveness of our business activities. In this regard, management is committed to:

- Optimising our operational processes through the implementation of advanced technologies, digitalisation and the continuous improvement of our procedures, whilst ensuring the protection and confidentiality of the information we handle.
- Ensure that every stage of the production process is aligned with the highest standards of quality and efficiency, so that we achieve the expected results and deliver consistent, safe, digitally reliable and compliant products, with the lowest possible environmental and social impact.
- Establish rigorous planning, precise execution and constant auditing to ensure compliance with legal requirements, including the protection of data and assets, confidentiality and service agreements with our customers, and the organisation's expectations.
- To foster a culture of continuous improvement, learning from mistakes and using every incident, security breach or failure as an opportunity to learn and refine our services and products.
- To manage information security incidents through detection, communication, response and learning procedures, minimising their impact and promoting the continuous improvement of the Information Security Management System.

Optimising our processes is key to achieving high-quality, profitable and sustainable products, whilst maintaining a flexible, efficient and digitally secure organisational structure geared towards operational excellence, enabling us to adapt to market changes

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4. PEOPLE DEVELOPMENT

Our people are our most valuable asset and the driving force behind our company. Management is committed to:

- Fostering an inclusive, collaborative and motivating working environment that promotes work-life balance, wellbeing and the development of all our employees, contributing to a healthy balance that enhances our team's motivation, performance and quality of life.
- Ensure that all staff receive ongoing training to improve their skills, adopt best practice and strengthen the culture of information security and data protection, thereby actively contributing to the achievement of the Group's objectives.
- To promote safe working practices at all levels, ensuring that every employee adopts working methods that prevent occupational risks, injuries and damage to health, as well as breaches of digital security, in their day-to-day activities.
- To encourage participation across all levels of the organisation, facilitating internal communication and the exchange of ideas to strengthen commitment and a sense of belonging within the group.
- To raise awareness amongst all staff regarding information security, encouraging compliance with the policies, procedures and best practices established by the organisation for the protection of information assets.

The success of our organisation depends on the talent, dedication and well-being of its people. We are therefore committed to a working environment that values collaboration, innovation, mutual respect, responsible use of information and a balance between professional and personal development.

This policy reflects our commitment to Albian's fundamental pillars: **Growth, Customer Focus, Process Efficiency and the Development of People and Talent** key pillars for a prosperous and responsible future.

Management is committed to providing the necessary human, technical, technological and organisational resources to ensure the implementation, maintenance and continuous improvement of the Information Security Management System, whilst ensuring its integration into all the organisation's processes.

Management ensures that this policy is understood and applied through training programmes tailored to each professional role. Similarly, internal audits ensure the effectiveness and suitability of the system, whilst periodic review by Management ensures that this policy remains up to date and appropriate to the organisation's purpose and context and continues to form the basis for establishing and reviewing the objectives of the Integrated Management System.

This Policy shall be communicated to, understood by and applied by all persons working for or on behalf of the organisation and shall be made available to relevant interested parties.

Management

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