Attach staff data that are part of the company's social responsibility committee (request from the Advisor), include those responsible for Human Rights, Health and Safety of the worker and environment:

**GENERAL MANAGER**

* Number:
* Cell phone:
* Alternate:

**ASSIGNMENTS**

|  |  |
| --- | --- |
| AREA | REPRESENTATIVE |
| Human Rights |  |
| Health and Safety |  |
| Environmental Issues |  |

**Frequency**

Meetings of the Social Responsibility Committee should be held at least every start of the season and with three months of follow-up. Attendees and topics covered shall be indicated in the register.

**ACT ESTABLISHING THE SOCIAL RESPONSIBILITY COMMITTEE**

IN THE COMPANY\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_, BEING THE HOUR\_\_\_\_\_\_\_\_\_\_OF THE DAY\_\_\_\_\_\_\_\_OF THE MONTH\_\_\_\_\_\_\_\_\_\_\_OF THE YEAR\_\_\_\_\_\_\_\_\_\_, MEETING IN THE LOCATION\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_. THE PERSONNEL INVOLVED IN THE AREAS OF HUMAN RESOURCES AND OPERATIONS OF THE BUSINESS, WITH THE GOAL TO ORGANIZE ITSELF FOR THE ELECTION AND CONSTITUTION OF THE SOCIAL RSPONSIBILITY COMMITTEE, UNDER THE FOLLOWING:

**AGENDA**

1. LIST OF REPRESENTATIVES AND INSTALLATION OF THE ASSEMBLY.
2. GENERAL INFORMATION ON THE RESPONSIBILITIES OF THE AREA OF SOCIAL RESPONSIBILITY AND THE FORMATION OF THE COMMITTEE.
3. FUNCTIONS AND POWERS OF THE COMMITTEE.
4. COMMITTEE FORMATION.
5. CLOSING OF THE ASSEMBLY.

THE RELIEF OF THE AGENDA WAS CARRIED OUT UNDER THE FOLLOWING TERMS:

1.- THE LIST OF PARTICIPANTS IN THE GENERAL ASSEMBLY WAS DEVELOPED, A LIST OF ATTENDEES IS ANNEXED IN THE FORMAT OF MEETINGS ANNEXED TO THIS ACT.

2.-THE ATTENDEES WERE INFORMED ABOUT THE RESPONSIBILITIES OF THE AREA.

3.- UPON THE KNOWLEDGE OF THE FOREGOING, THE CONTENTS OF THE INFORMATION BROUGHT INTO CONSIDERATION WERE SUBMITTED TO ATTENDEES, ARRIVING AT THE CONCLUSION OF THE IMPORTANCE OF GENERATING THESE WORKING GROUPS.

4.-IN ORDER TO COMPLY WITH THE AGENDA, THE PRESENT EXPRESSED THEIR WILLINGNESS TO BECOME A SOCIAL RESPONSIBILITY COMMITTEE, BEING AS FOLLOWS:

**Social Responsibility Committee**

|  |  |  |
| --- | --- | --- |
| **NAME** | **POSITION** | **SIGNATURE** |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |

5.- THE SOCIAL RESPONSIBILITY COMMITTEE HAS THE FOLLOWING FUNCTIONS, OBLIGATIONS AND POWERS:

a) MEET AT LEAST AT THE BEGINNING OF THE CYCLE AND EVERY \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ TO DETERMINE THE ACTIONS NECESSARY TO CARRY OUT SOCIAL RESPONSIBILITY CONTROL.

b) MAKE THE NECESSARY MEASURES FOR THE ACHIEVEMENT OF THE OBJECTIVES OF THE SOCIAL RESPONSIBILITY PROGRAM.

c) ATTEND MEETINGS FOR DECISION MAKING OF RELEVANT SITUATIONS.

6.- HAVING NO OTHER MATTER TO DEAL WITH, THE ASSEMBLY WAS FORMALLY DECLARED CLOSED BEING THE \_\_\_\_\_\_\_\_ HOUR OF THE SAME DAY IN WHICH IT WAS ENACTED, SIGNED BY THOSE WHO WERE INVOLVED IN THE ACT.

BY SIGNING THIS LIST, I UNDERTAKE TO BE PART OF THE SOCIAL RESPONSIBILITY COMMITTEE, TO SUPPORT AND MANAGE AT ALL TIMES THE ACTIONS NECESSARY FOR THE EFFECTIVE IMPLEMENTATION OF THE SYSTEM, TAKING CARE AT ALL TIMES OF THE WELL-BEING OF WORKERS.