



Aena, S.M.E., S.A. Safety Policy

Aena, S.M.E., S.A., as operator of the Spanish airports and heliports of general interest, is responsible for ensuring that its services are provided safely, properly, smoothly and efficiently. This commitment is incorporated into all airport processes and activities. It has been formalised in the Safety Policy, which contains the following principles and guidelines:

- **Define** a structural model of responsibilities within each airport's organisation that integrates the specific functions of Operational Safety Management, and appoint a **Head of the Safety Management System** who reports directly to the Corporate Head.
- **Assign** the technical and human resources necessary to implement, maintain and promote the Operational Safety Management System.
- Whenever possible, **establish** quantifiable safety reference values for the services it provides.
- **Disseminate** and **promote** the culture of Safety in the organisation so as to improve its level.
- **Have** the tools and procedures necessary to analyse any incident in Operational Safety related to airport activities, and then implement corrective actions.
- Periodically **review** the effectiveness of the Safety Management System and establish corrective actions as necessary.
- **Obtain** sufficient assurance about the functions of external suppliers if they can significantly affect safety.
- **Establish** appropriate mandatory and voluntary reporting systems based on the principle of fairness and non-punitive reporting which ensure adequate protection for whistleblowers.
- **Implement** Just Culture principles by using safety reporting and incident investigation solely to identify deficiencies and improvements in system performance and contributing factors, and not to place blame or focus on individual responsibilities, except in cases of wilful misconduct, gross negligence, or recklessness. The Just Culture will not tolerate behaviour that is unacceptable from an Operational Safety perspective (such as gross negligence or sabotage).
- **Integrate** risk management into corporate culture and activities and implement appropriate risk mitigation measures.
- **Apply** appropriate personnel selection procedures and, where appropriate, **verify** that personnel are licensed in accordance with applicable legislation.
- **Provide** practical and theoretical training for all personnel involved in Operational Safety. This ensures that they are competent and only given tasks that are pertinent to their abilities.
- **Have** a system of documentation and registration that allows for the systematic handling of Safety data and facilitates its identification, traceability, transparency and confidential processing, when applicable.
- **Disseminate, explain** and **keep up to date** the Safety Policy of **Aena, S.M.E., S.A.** and its objectives throughout the organisation.