Code of Conduct: 5. Banrep Employees Treat All Persons with whom they relate in their work with Respect, Impartiality, and probity and Create an Inclusive Work Environment

Last modified Monday the 22th of January, 2024
Banrep seeks to make the work environment inclusive, collaborative, and friendly among the people at its service, which contributes to a better job development and to ensure the fulfilment of the organization's mission.

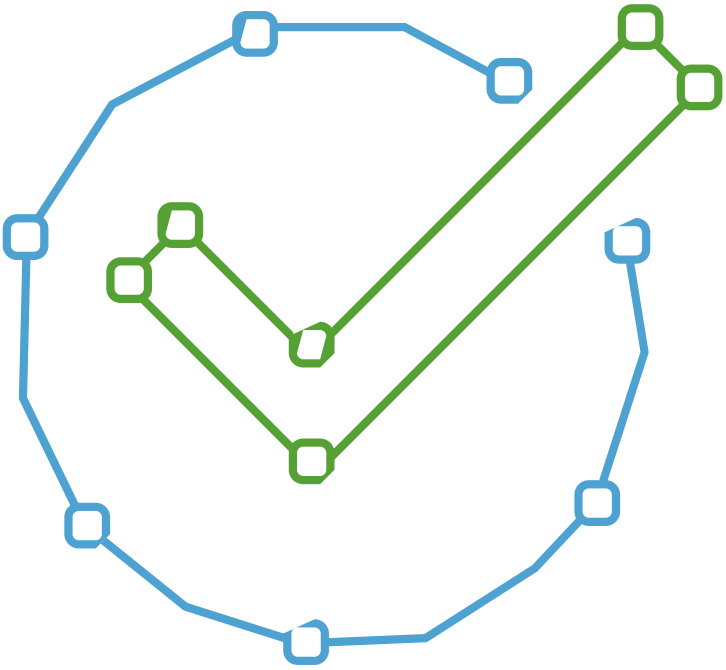
According to numeral 7 of Article 38 of Law 1952 of 201952, Banrep employees have a duty to treat the persons with whom they relate on in their work with respect, impartiality, and probity.

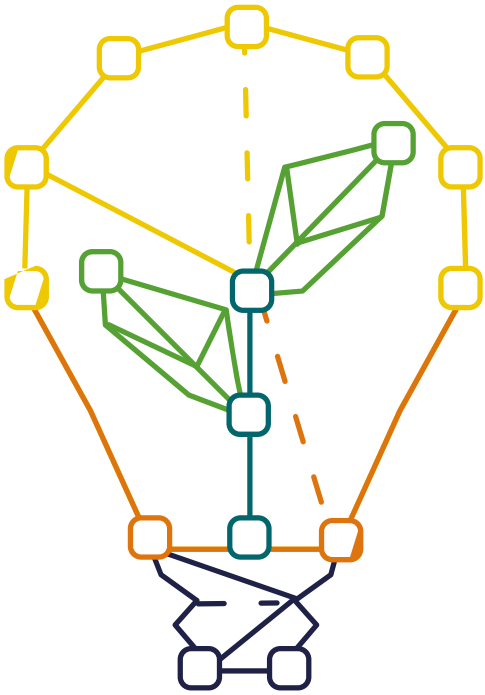
Banrep follows the United Nations (UN) guiding principles on human rights53. Its employees commit to promoting and developing their functions within the framework of respect for human rights and will denounce any act that violates or puts those rights at risk.

Banrep rejects any form of discrimination, among others, by gender, sexual orientation, race, nationality, age, and religious or political beliefs, and invites its employees to respect diversity and the rights of their co-workers to be treated politely54, and to fulfill the mandate provided for in numeral 6 and 19 of Article 39 of Law 1952 of 2019 55, according to which public servants are forbidden to carry out acts of violence or defamation against their superiors, subalterns or co-workers, other public servers.

Constructive, healthy, and harassment-free relationships are intended at the workplace. Therefore, situations that are considered as not endorsing these conditions or which may be deemed as possible behaviors constitutive of harassment at work56 may be brought to the attention of Banrep’s Labor Affairs Committee. The Labor Affairs Committee is an instance created by Banrep57. in accordance with the law to prevent and correct undesirable situations58, to promote institutional values, harmony, and a good working environment.

Whenever a Banrep employee considers that they are experiencing an undesirable situation or is aware of any and wishes to inform the Labor Affairs Committee they may refer their complaint to the corporate email comitedeconvivencia@banrep.gov.co. The Labor Affairs Committee guarantees confidentiality on the matters brought to its attention.





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52. Article 38, subsection 7 of Law 1952 of 2019 provides: *"Duties. The duties of every public server are: (…) 6. To treat the persons with whom they are related by reason of the service with respect, impartiality, and righteousness."*

53. Universal Declaration of Human Rights, proclaimed by the General Assembly of the United Nations in Paris on 10 December 1948.

54. Article 37, numeral 7 of Law 1952 of 2019 provides: "*Rights. In addition to the provisions of the Constitution, the law and the regulations, these are the rights of any public servant: (…) 7. Be treated courteously in accordance with the basic principles of human relations.*"

55. Numeral 6 and 19 of Article 39, Law 1952 of 2019 provide: "*Prohibitions. All public servers are forbidden to: (…) 6. Execute acts of violence against superior, subordinates, co-workers, or other public servants. (…) 19. To render insulting or slanderous expressions against any public servant or against persons with whom they have a connection by reason of the service.*"

56. Article 2 of Law 1010 of 2006 provides: "*Definition and modalities of harassment at work. For the purposes of this Law, harassment shall be understood as any persistent and demonstrable conduct exercised on an employee, by an employer, an immediate or intermediate chief or superior, or a co-worker or subaltern aimed at causing fear, intimidation, terror, or distress, or detriments at work, or to generate demotivation at work, or to*

induce to resignation from it.
In the context of the first subsection of this Article, harassment of labor may occur, inter alia, under the following general modalities:
1. Labor abuse. Any act of violence against physical or moral integrity, physical or sexual freedom, or the property of an employee or worker; any insulting or outrageous verbal expression that undermines the moral integrity or rights to privacy and to the good name of those involved in a working relationship or any behavior aimed at undermining the self-esteem and dignity of those involved in a working relationship.
2. Persecution at work: Any conduct whose characteristics of reiteration or evident arbitrariness allow to infer the purpose of inducing the resignation of the employee or worker through disqualification, excessive workload, and permanent schedule changes that may produce job demotivation.
3. Labor discrimination: Any differential treatment due to race, gender, family or national origin, religious beliefs, political preference, or social status, or those which lack of any reasonableness from the labor point of view.
4.Labor obstruction: Any action aimed at hindering the performance of the work or making it more burdensome or delaying it to affect the worker or employee. Labor-related obstruction actions include deprivation, concealment or damage to inputs, documents, or instruments given to work; destruction or loss of information; concealment of correspondence or electronic messages.
5. Labor inequity: Assignment of functions underestimating the worker.
6. Lack of labor protection: Any conduct aimed at endangering the integrity and safety of the worker through orders or assignment of functions without meeting the minimum requirements for the worker's safety and protection."

57. In this regard, consult the Addendum to the Internal Labor Regulations. Mechanisms to prevent Harassment at Work and Internal Solution Procedure. The insertion of the additional charter was ordered by the Ministry of Social Protection by ruling 2740 of December 22, 2006. Article 3 of the Addendum to the Internal Labor Regulations establishes the internal procedure that guarantees confidentiality, effectiveness, and conciliatory nature to search for solutions to the conducts that may constitute harassment at work.

58. In accordance with the Banrep Coexistence Handbook, "*non-living situation*" refers to: "*those attitudes, circumstances, or facts in which human dignity is damaged, in terms of abuse, impairing of work activity, arbitrariness, discrimination, outrage, harassment, and, in general, conduct contrary to good treatment.*"

Fuente: https://www.banrep.gov.co/en/bank/corporate-governance/code-conduct-respect-impartiality-righteousness