



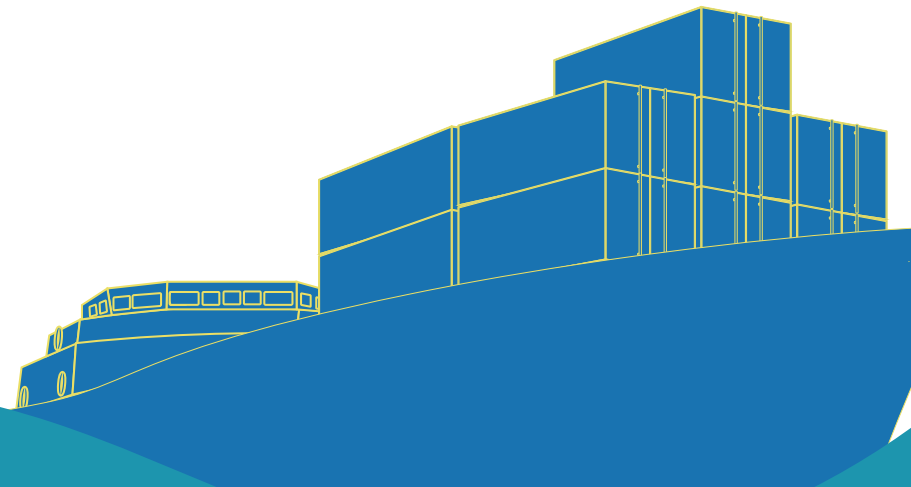
Puerto de Huelva

Autoridad Portuaria de Huelva

Annual Report 2023

04

SUSTAINABILITY REPORT



03 SOCIAL DIMENSION

3.1 Human resources policy

In accordance with article 47.2 of RDL 2/2011 approving the Consolidated Text of the Law on Ports and the Merchant Navy: "The Port Authorities and State Ports will have to adjust their human resources policy to the principles, criteria and provisions of the Government's economic and budgetary policy on personnel in the service of the State public sector, as well as to the criteria for action and general objectives established in the Strategic Framework".

Within this scope, the Human Resources actions of the Huelva Port Authority in 2023 were carried out according to a policy of compliance with budgets, expenses and social charges and application of the Competence Management System, developing the classification, training and professional development subsystems contained therein.

3.2 employment in the Port Authority

Total number of persons employed (S_01)

	2021	2022	2023
Annual Average Headcount	206	205	207

Percentage of temporary workers over total permanent employees (S_02)

	2021	2022	2023
Percentage of casual workers	18.69	18.67	16.56

Distribution of staff by area of activity (S_03)

Activity	Percentage of average annual workforce
Office outside collective agreement	12.58%
Office within collective agreement	44.92%
Maintenance	4.62%
Port Police	37.89%

Percentage of employees covered by Collective Bargaining Agreements (S_04)

8 7.20% of the 211 employees on 31 December 2023 were covered by the collective agreement.

3.3 Internal communication and participation

Mechanisms for worker representation and communication with management (S_05)

Two representatives of the Trade Union Organisations (U.G.T. and CC.OO.) form part of the Board of Directors of the Huelva Port Authority.

Together with the Works Committee, the legal representation of the workers in the Entity is articulated through each of the Trade Union Sections (CC.OO., C.T.P.A. and U.G.T.).

The Works Committee holds regular meetings with management to discuss matters of interest, alongside the other committees necessary for the proper participation of workers.

Mechanisms for the technical participation of workers in the improvement of production processes (S_06)

There are committees, generally of a joint nature, where discussions may be held on matters related to the production process, work organisation, application of current regulations, prevention and safety, etc.

They are as follows:

- Local Responsibilities Committee
- Local Agreement Negotiating Committee
- Occupational Health and Safety Committee
- Equality Plan Monitoring Committee
- Pension Plan Committee
- Loan Committee

3.4 Training

Percentage of employees attending training programmes (S_07)

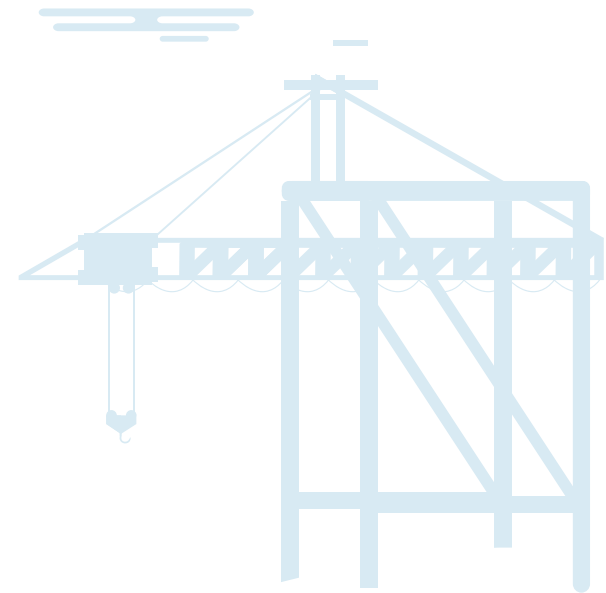
	Percentage of employees attending training programmes*
Within collective agreement	97.81%
Outside collective agreement	2.19%

*% calculated according to number of workers who complete training programmes without duplication when they repeat another training action.

Average hours of training per employee (S_08)

	Total Hours	N.º Workers	Average*
Within collective agreement	15,060	181	83.20
Outside collective agreement	510	26	19.62

*Average calculated according to total number of workers inside and outside collective bargaining agreement.



Number of ongoing training programmes related to the competency-based management system (S_09)

Courses	Participants	Hours/participant	Total hours	Men	Women
Languages 22-23	18	140	2,520	13	5
Languages Executives 22-23	2	73	146	2	0
Expert in Human Resources Management	1	72	72	1	0
Bridge Operator - PRL Crane	3	4	12	2	1
Expert in innovation and digitisation in the port sector	2	200	400	2	0
Quality Competence. Level 1	42	15	630	24	18
Basic concepts in equality	148	2	296	115	33
Overhead crane operator - additional	7	8	56	5	2
Quality. Level 1	41	15	615	37	4
Port regulations. Level 1	54	15	810	40	14
Port operations and services. Level 1	51	15	765	39	12
Industrial safety. Level 1	32	15	480	18	14
Specialisation in facility maintenance	3	72	216	1	2
Recycling Responsible railway recycling	7	16	112	6	1
Port public domain. Level 3	5	50	250	1	4
Port Operations and Services. Level 3	6	9	54	5	1
Port sector and strategy. Level 3	3	90	270	2	1
Passenger traffic. Level 1	60	15	900	45	15
Port sector and strategy. Level 1	25	15	375	19	6
Goods management. Level 1	63	15	945	49	14

Courses	Participants	Hours/participant	Total hours	Men	Women
Logistics and intermodality. Level 1	48	15	720	37	11
Commercial and marketing. Level 1	44	15	660	33	11
Accounting and auditing. Level 1	28	15	420	24	4
Coating inspector	1	120	120	1	0
Heat stress (PRL)	8	15	120	7	1
Passenger traffic. Level 1. Ed. 2 (without bonus)	12	15	180	9	3
Port sector and strategy. Level 1. Ed. 2 (without bonus)	8	15	120	6	2
Goods management. Level 1. Ed. 2 (without bonus)	5	15	75	5	0
Logistics and intermodality. Level 2 (without bonus)	11	15	165	8	3
Sales and marketing. Level 1. Ed. 2 (without bonus)	9	15	135	7	2
Accounting and auditing. Level 2 (without bonus)	8	15	120	7	1
Quality. Level 1. Ed. 2 (without bonus)	5	15	75	4	1
Port regulations. Level 1. Ed 2 (without bonus)	9	15	135	7	2
Port operations and services. Level 2 (without bonus)	9	15	135	6	3
Industrial safety. Level 1. Ed 2 (without bonus)	12	15	180	8	4
Labour relations	52	15	780	43	9
Management of fishing activities	68	15	1,020	50	18

3.5 Staffing structure and equity

Percentage of women out of total number of employees (S_10)

% of women out of total number of workers	20.77%
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Percentage of women not covered by the collective agreement (S_11)

% of women outside collective agreement	29.63%
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Percentage of permanent employees aged 50+ (S_12)

% Permanent employees > 50 years old	40.68%
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Percentage of permanent employees under 30 years of age (S_13)

% Permanent employees < 30 years old	1.13%
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3.6 Health and safety at work

Evolution of annual accident frequency rate (FR) (S_14)

FR = (total number of accidents with sick leave/ number of hours worked) x10⁶

	2021	2022	2023
No. of accidents with sick leave per million hours worked	5.88	5.97	17.56

Evolution of the annual accident severity rate (SR) (S_15)

SR = (number of days lost due to accidents/number of hours worked) x10³

	2021	2022	2023
No. of working days lost per thousand hours worked	0.01	0.17	0.09

Effort made in occupational risk prevention training (S_17)

	2023
Total number of training hours	266
Total no. of employees (annual average workforce)	207
Average no. of hours per person employed	1.29

Security and safety exercises and simulations (S_18)

The following security drills and exercises were carried out in 2023:

Protection	
09/05/2023	Threat of explosives being placed on South Wharf
18/05/2023	Checking identity of persons and vehicles at the South Wharf access control
25/08/2023	Checking functioning of access gates to Railway Terminal
28/08/2023	Identification of vulnerabilities in IP South Wharf
16/05/2023	Checking identity of persons and vehicles at the access gates to Juan Gonzalo Wharf
18/07/2023	Identification of vulnerabilities in IP Juan Gonzalo Wharf
04/10/2023	Checking of CCTV system in South Levante Wharf
11/12/2023	PPP Annual Practice for Placement of Explosives on ship's deck
Self-protection	
25/01/2023	Exercise IRA MAR Huelva (activation of National Maritime Plan)
08/02/2023	Knowledge of port environment-Visit to HPA facilities
21/02/2023	Knowledge of port environment-Visit to HPA facilities
06/03/2023	Knowledge of port environment-Visit to HPA facilities
28/03/2023	Knowledge of port environment-Visit to HPA facilities
19/04/2023	Knowledge of port environment-Visit to HPA facilities
25/04/2023	DALLY ship rescue

17/05/2023	Inspection of El Pinar Wetlands
24/05/2023	Inspection of El Pinar Wetlands
22/06/2023	Rescue on ship DISCOVERY
30/06/2023	Rescue on ship CADENA 4
20/09/2023	Fire on ship SODA
04/10/2023	Fire on ship BERNIS
18/10/2023	Fire on ship MARIA ZAMBRANO
06/11/2023	Fire on ship SOLITAIRE
15/11/2023	Fire on ship DAIWAN WISDOM
Maritime hinterland plan	
25/01/2023	Exercise IRA MAR Huelva (activation of National Maritime Plan)
31/03/2023	IMP RCMH activation drill
15/05/2023	IMP Poste Petropesca (CEPSA) activation drill
16/05/2023	IMP DECAL activation drill
23/05/2023	IMP Leatransa activation drill
23/06/2023	ENAGAS IMP activation drill
08/11/2023	IMP IMPALA activation Drill

The following objectives were set for the annual Port Security Plan exercise:

- CEPIC/HPA communications protocol check
- CPIC/Subdelegation/FFCCSE communications check
- Training in level change procedures.
- Coordination with the FFCCSE:
 - Anti-DRON team action - PEGASO Team
 - TEDAX Procedures
 - CBRN procedures
- Communications with PCC members.
- CPCS and Port Police action for PPIPs and PPPs
- Redundancy check of fibre-optic communications CCTV system
- Implementation of corrective actions taken in 1/2022

The approach taken in the exercise was that an incident in a critical infrastructure located in a port in the north of Spain (e.g. energy sector - gas subsector), led to the SES ordering through CEPIC the Port Security Plan to be upgraded to Protection Level 2 (NP2).

In accordance with the nature of the exercise, the incident, and therefore the threat to the HPA, was specified as a drone attack.



In addition to the personnel with Port Authority security responsibilities, the members of the Port Security Committee, CNPIC, the Civil Guard teams defined in the objectives and security officers of the terminals located in the Outer Harbour all participated in the exercise.

The objectives for the exercises in self-protection can be summarised as follows:

- Knowledge of the port environment
- Familiarising the IG with port infrastructures

- Familiarising the IG with on-board emergencies
- Familiarising the GO with its operating procedures
- Training in communication procedures between the agents of the Self-Protection Plan.

The exercise carried out on 24 and 25 January was a local exercise to combat marine pollution of chemical origin, originating in the navigation channel accessing the port and in which a



Visit to the container facilities of Yilport Huelva.



Visit to Maritime Station.



Visit to Maritime Station.



Vessel Rescue.



Vessel
Rescue.



Vessel
Rescue.

situation of leakage of a dangerous and toxic chemical product such as ammonia (NH₃) was considered, with two action scenarios: Scenario 1; waters of the navigation channel of the Huelva Port, in front of the South Wharf; and Scenario 2; South Wharf terminals and facilities.

The exercise carried out on January 24 and 25 was a local exercise to combat marine pollution of chemical origin.

This exercise is part of the IRA-MAR project. WP4, incorporated into the training programme and periodic activation simulation exercises of the National Maritime Plan, defined in article 30 of Order FOM/1793/2014.

In this exercise, both the Port Authority's Self-Protection Plan and its Maritime Interior Plan were activated.

The specific coordination objectives were:

- Establish the phases and scenarios of the emergency and the use of response resources to a marine chemical pollution

event, taking into account potential risks and vulnerable areas.

- Assessment of potential damage to people, property and the marine environment caused by the event.
- Improve coordination between the activated plans.
- Strengthen and promote cooperation between the Directorate General of the Merchant Navy, Emergencias 112 Andalucía, SASEMAR, the Port Authority and companies involved in pollution response.
- Improve coordination mechanisms for response to a chemical pollution event between maritime entities, companies (private sector) and the Port Maritime Administration.
- Improve the training of personnel involved in the response, clarify their roles and responsibilities in a marine pollution incident.
- Assess the shortcomings in dealing with an HNS accident at this specific port.

And in relation to operational objectives:

- Determine the correct monitoring of the established operational procedures, as well as the response and action times with resources, and their possible optimisation.
- Strengthen cooperation and understanding between operational groups.
- Check the security standards that should be achieved in the response.
- Check the condition and suitability of LCC and chemical risk equipment to be deployed in the exercise and the potential combination of equipment from different agencies/agencies and their coordination.
- Assess through the ALOHA programme the possible trajectories of the toxic cloud in different scenarios.

Among the objectives achieved was to improve the response coordination mechanisms between maritime entities and companies and the Maritime Port Administration.

3.7 Employment and safety at work in the port community

Estimated total number of direct jobs generated by maritime freight terminals, passenger terminals and companies providing port services (S_19)

As mentioned in indicator E_14, the Economic Impact Study of the Huelva Port, updated with data for the year 2022, considers the rest of the Port Industry within the Port Industry impact group, which is made up of those companies that make port traffic possible (shipping agents, forwarding agents, stevedores, mooring agents, tugboats, etc.). According to the data provided by this study, which follows the methodology based on the 2016 Input-Output Framework of the Andalusian Institute of Statistics and Cartography, **the total number of direct jobs generated by this group amounts to 603.**

Requirement for preventive and safety measures (S_20)

Over the last few years, HPA has increased its efforts to promote occupational safety and coordination of business activities in compliance with increasingly demanding standards and a social leadership responsibility in the port environment.

In the Terms of Reference, the HPA requires applicants for licences or authorisations to provide port services that comply with certain conditions to ensure the proper functioning of the CBA, as indicated in Article 65 of the Consolidated Text of the Law on State Ports and the Merchant Navy. The company providing the service will be responsible for complying with the obligations of the CBA.

With regard to concessions, the person responsible for the concession will act as the holder or principal, depending on the situation, assuming responsibility and organising preventive coordination with the contractor companies, subcontractors and/or self-employed workers with whom he/she

contracts the performance of works or services in accordance with the provisions of Royal Decree 171/2004, of 30 January, which develops article 24 of Law 31/1995, of 8 November, on the Prevention of Occupational Risks, in relation to the Coordination of Business Activities.

Likewise, it is essential for the service provider to comply with Occupational Risk Prevention regulations, ensuring the rights, protection and well-being of all employees in their charge in all work areas, with the necessary human and material resources to carry out the activities in a safe manner. Furthermore, it is crucial for it to be integrated into the Port's Inland Emergency Plan and, if necessary, into the Port Security Plan.

The APH has increased its dedication to promoting workplace safety and the coordination of business activities in compliance with more demanding standards.



Rehabilitation to ensure the stability and structural safety of the loading dock of the Spanish mining company Tharsis.



In this context, a requirement is established in accordance with both the procedures established for the coordination of business activities on the service quays of this Port Authority and article 65 of the Consolidated Text of the Law on State Ports and the Merchant Navy, the consignee acting on behalf of the shipowner will be responsible for compliance with the coordination obligations during the shipowner's stay in the port, except for loading, stowage, unstowage, unloading or transhipment of goods or passenger embarkation or disembarkation operations, while in the latter cases the

responsible parties shall be the stevedoring company.

Mechanisms for the coordination of business activities (S_21)

Prevention and coordination of business activities is fundamental in port security management, which implies increasing efforts to control, coordinate and anticipate all the circumstances that interact in the port environment.

Given the complexity of the port environment, with multiple actors carrying out their activities simultaneously, a high level of coordination and control is required to ensure the safety of people, the environment and facilities.

To achieve these objectives, HPA has an internal Construction Site Safety and CBA Division and external support from an engineering company specialising in the coordination of health and safety on construction sites and CBA, responsible for implementing the necessary control measures in the different processes, integrating prevention as a fundamental part of the company's activity.

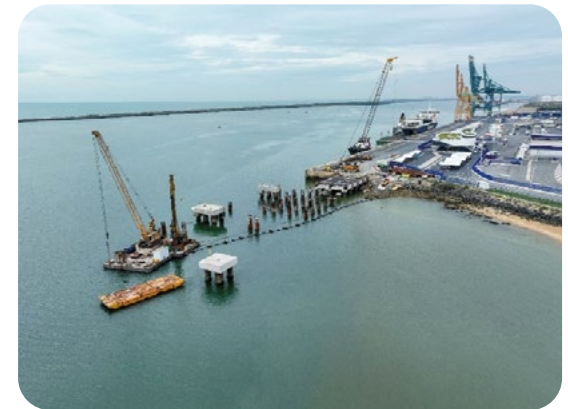
This coordinated action ranges from the

management of the necessary documentation for the companies involved in the various workplaces and construction sites, to access control for workers, as well as the authorisation of suppliers and visitors.

In addition, the HPA's Site Safety and CBA Division uses various mechanisms and means, such as regular meetings, exchange of information, specialised computer applications, contracting of specialised companies and drafting of instructions and procedures.

It is important to highlight that for the management of the CBA, the HPA has a computer application that allows companies to access the occupational risks in the port area and the necessary documentation for the development of works and services for the HPA.

Given the complexity of the port environment, high coordination and control is required to guarantee the safety of people, the environment and facilities.



Single access to the outer harbour.

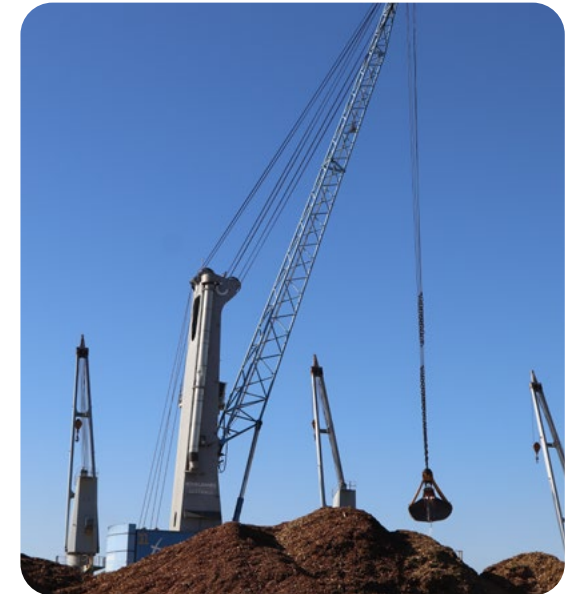
New ro-ro platform at the South Wharf of the Huelva Port.

Total number and percentage of maritime freight terminals and maritime passenger terminals under concession or authorisation and as companies licensed or authorised to provide port or commercial services with OHSAS (S_22)

Total number and percentage of maritime terminals and service companies that have implemented an OHSAS or ISO 45.001 occupational risk prevention system			
Type of terminal/ service	Total nº	Nº with Oshas/45001	% with EMS
Freight terminal	6	6	100%
Passenger terminal	1	1	100%
Stevedoring service	8	1	13%
MARPOL Service	8	8	100%
Nautical technical service (pilotage, towing and mooring)	5	2	40%
Port Services (other)	54	13	25%

Security and safety training actions for the port community (S_23)

Training and protection actions have been limited to exercises and drills carried out jointly in the field of both safety and security.



3.8 Relations with the social environment

The social commitment of the Huelva Port Authority can be seen in the initiatives for the dissemination of the port's activity and communication with the citizens, in actions for the improvement of the port-city interface and in its commitment to a policy of Social Responsibility committed to its immediate environment.

The Reception and Documentation Centre of the Huelva Port, which is also the headquarters of its Historical Archive, built with the rehabilitation of the old locomotive depot and which was inaugurated in 2003, stands out as an instrument for the dissemination of port activity and communication with citizens. Its objective is to make known the reality of the Port, its work, its projects, its historical and current socio-economic importance and its vocation to continue to be a generator of wealth and opportunities, as well as a very important part of the local, provincial and regional economy.

A total of 106 events were organised in this space in 2023, including social events, presentations, exhibitions, talks and working breakfasts.



Gala of the 3rd Carrete Awards at the Reception and Documentation Centre of the Huelva Port.

Cultural exhibitions were organised and the space was occupied for a total of 33 days throughout the year. Of the events organised, 30 were HPA's own events, 19 were private events, 14 were Master's lectures and classes and 10 were technical visits to the archive and the exhibition area.

Today, visitors can enjoy an exhibition in the Exhibition area of the Reception and Documentation Centre that was organised for the Huelva 2023 Columbus festivals and which was transferred to our space with the title "Port Authorities, economic engines of Andalusia" to mark the 150th anniversary of the Huelva Port.

The Reception and Documentation Center of the Port of Huelva stands out as an instrument for disseminating port activity.