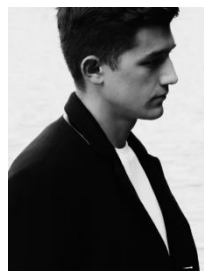


WORKS COUNCIL

OUR WORKS COUNCIL

**CATALINA GARCÍA**
President

In charge to representing the committee before the management of the coffee shop and leading the meetings of the Works Council.

**RICARDO ORTEGA**
Secretary

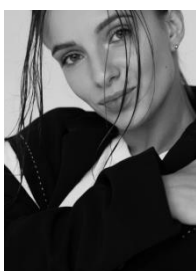
In charge to carrying the record of the minutes of the meetings and coordinating the communication between the committee and the employees of the coffee shop.

**CARLOS RUIZ**
HR Manager

Manages the affairs related to the employees of the coffee shop, including hiring, training, evaluation and compensation.

**MIKE THOMPSON**
Communication Manager

Co-ordinate the external communication of the coffee shop, including social networks, advertising and relations with the media.

**EMILY JOHNSON**
Finance Manager

In charge of managing the financial affairs of the coffee shop, including accounting, budget and management of economic resources.

FUNCTIONS OF THE WORKS COUNCIL

- **Collective representation of workers:** The Works Council acts as a representative of the employees before the company, defending their rights and interests in labor matters and serving as a spokesperson for workers.
- **Collective bargaining:** The Works Council participates in the negotiation of collective agreements, labour agreements and working conditions. Its objective is to ensure that these agreements are beneficial for workers, ensuring fair wages, adequate working hours, etc.
- **Consultation:** The Works Council has the right to be consulted on decisions affecting workers, such as dismissals or changes in working conditions. Their participation seeks to ensure that the interests and needs of workers are considered.
- **Monitoring compliance with labour regulations:** The Works Council ensures compliance with labour legislation in the company, ensuring that labour rights and contract clauses are respected, such as wages, working hours, breaks, holidays, etc.
- **Conflict resolution:** The Works Council intervenes in the resolution of conflicts between the management of the company and the workers. Its objective is to reach a fair and equitable solution for both parties, promoting dialogue and negotiation as a means to avoid conflicts.
- **Occupational health and safety:** The Works Council monitors occupational safety conditions, proposing improvements and collaborating in the prevention of occupational risks.
- **Information and communication:** The Works Council has the responsibility to maintain fluid communication with the workers. Informs employees about labor matters, company management decisions, changes in internal policies, legal updates, etc. In addition, it ensures that workers' comments and suggestions are taken into account by the company.

IMPLEMENTATION AGREEMENT

In the United States, implementation agreements are regulated by the National Labor Relations Act (NLRA) and the Taft-Hartley Act (or Labor-Management Relations Act) and are generally applied to a sector or industry, being negotiated at the enterprise or establishment level. That is, each company can have its own collective agreement that regulates working conditions and employee rights, adhering to the principles of the aforementioned laws.

The NLRA law established that employees have the right to unionize, collective bargaining, protection against unfair labor practices, union elections and the investigation and resolution of labor disputes (overseen by the National Labor Relations Board, NLRB). The Taft-Hartley Act complements the NLRA by emphasizing the prohibition of unfair labor practices, giving special importance to the rights and protections of employees, it establishes the requirements and restrictions on trade unions and provides legal mechanisms to deal with violations of labor laws, setting out available remedies (such as sanctions or financial compensation).

These laws establish a legal framework to foster job stability and promote equal power between employers and employees in the working time.

The company Ctrl Alt + Coffee is subject to these requirements and the Fair Labor Standards Act (FLSA), which sets minimum standards for fair employment (in terms of wages, hours and working conditions). Some of the most relevant points are:

1. **Minimum wage:** The agreement ensures that all coffee shop employees must receive the federal minimum wage set by the FLSA, which is reviewed periodically and may vary according to government updates.
2. **Working hours and overtime:** The agreement establishes limits on working hours and defines the conditions of payment for overtime.
3. **Tips:** The agreement establishes rules for the equitable distribution of tips among employees, avoiding conflicts and ensuring transparency in the income generated.
4. **Breaks and lunch breaks:** The agreement includes provisions on mandatory rest periods and paid meal times.
5. **Protection against discrimination:** The agreement guarantees employees protection from discrimination based on race, gender, religion, or other characteristics protected by this law.
6. **Permissions:** The agreement establishes provisions for medical, family and maternity/ paternity leave, allowing paid time off in specific situations.
7. **Occupational health and safety:** The agreement requires compliance with regulations established by the Occupational Safety and Health Administration (OSHA) to ensure a safe work environment.
8. **Professional development:** The agreement promotes the training and professional development of employees, providing them with opportunities for growth and skills enhancement.
9. **Conflict resolution:** The agreement establishes procedures for resolving disputes between employees and coffee shop management, seeking fair and equitable solutions.
10. **Compliance and watchfulness:** The agreement provides for the establishment of a Works Council or an employee representative to monitor compliance with established provisions and protect labor rights.