



**S²AQUA**

Laboratório Colaborativo  
Sustainable and Smart Aquaculture

**2021 to 2023**

# **Gender Equality Plan**

Document produced and updated by the Finance  
and Operations Department.

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**THE CONCEPT OF GENDER  
EQUALITY TRANSLATES INTO AN  
EQUALITY OF RIGHTS, FREEDOMS,  
AND OPPORTUNITIES BETWEEN  
GENDERS, WITH THE AIM OF  
PROVIDING EQUAL APPRECIATION,  
RECOGNITION AND PARTICIPATION  
IN ALL SPHERES OF PUBLIC AND  
PRIVATE LIFE.**

## 1. FRAMEWORK

*"Gender equality is a fundamental value of the EU, a fundamental right and a key principle of the European Pillar of Social Rights. It reflects who we are and is also an essential condition for an innovative, competitive and prosperous European economy."*

*"In Charter of Fundamental Rights of the European Union"*

This Gender Equality Plan is part of the Europe 2020 strategy of 3<sup>rd</sup> March 2010, launched by the European Commission and has in its genesis gender equality as an enshrined right, being regarded as one of the essential human rights for the development of societies and for the full participation of all people, regardless of their gender, the concept of gender equality translates into an equality of rights, freedoms and opportunities between genders, with the aim of providing equal appreciation, recognition and participation in all areas of both the public and private spheres.

In this sense, and considering the commitments assumed by Portugal in the various international and European authorities, namely within the framework of the United Nations (UN), the Council of Europe (CoE) and the European Union (EU) - was approved, through the Resolution of the Council of Ministers no. 5/2011, of January 18, the IV National Plan for Equality, Gender, Citizenship and Non-Discrimination, 2011-2013, which is assumed as the instrument of public policies to promote equality, as well as the Resolution of the Council of Ministers no. 19/2012, of March 8<sup>th</sup>, which stipulates and regulates the obligation to adopt a plan for gender equality in all entities of the State's business sector, aimed at achieving equal treatment and opportunities between genders, eliminate discrimination and facilitate work, family and personal life balance.

Considering the importance that S2AQUA - Collaborative Laboratory, Association for a Sustainable and Smart Aquaculture, hereinafter "S2AQUA", attributes to gender equality and, as a way of assuming this commitment, S2AQUA, presents its Plan for Gender Equality for the period 2021-2023.

Document updated in April 2023.

## 2. S2AQUA CHARACTERIZATION

S2 AQUA – COLLABORATIVE LABORATORY, ASSOCIATION FOR A SUSTAINABLE AND SMART AQUACULTURE, hereinafter referred to as S2AQUA Collaborative Laboratory or S2AQUA, was founded in 2021. It is a private law association, non-profit, endowed with legal personality, whose mission is to build the bridge between science and R&D and industry in the Aquaculture sector.

S2AQUAcoLAB includes:

- 1 state laboratory - Portuguese Institute for Sea and Atmosphere - IPMA;
- 2 higher education institutions - University of Algarve - UAlg and Polytechnic Institute of Leiria - IPL;
- 1 R&D center - Center of Marine Sciences - CCMAR;
- 1 municipality - Municipality of Olhão - CMO;
- 2 producer associations - Cooperativa Formosa and CoopAQUA;
- 1 regional development entity - Arditi;
- 8 private companies - Necton, Viveiros da Espargueira, Oceanofresco, Docapesca, Flatlantic, RiaSearch, Sparos and SoFish;
- 49 associated researchers with proven experience and numerous scientific publications in the area.

Headquartered in Olhão - Algarve, S2AQUAcoLAB was officially established in 2021, and is positioned at regional, national and international level and has partners from all over the country. Its network of associates stands out for having consolidated infrastructures, equipment and means for the development of scientific research of excellence and the realization of projects in key areas to transform and leverage the development of the aquaculture sector.

## 2.1 MISSION

S2AQUA's mission is to conduct research and development (R&D) activities aimed at innovation, for a Sustainable and Smart Aquaculture and the co-production of knowledge and technologies, capable of supporting the increase in the technological capacity of the Portuguese industry and responding to its needs, by facilitating the development of innovative projects with potential for technological transfer to the business sector.

The strategic mission of S2AQUA lies in research and innovation, with the aim of leveraging the decisions of this emerging sector of blue growth, through the smart use of resources for the creation of innovative products, using smart equipment, methodologies and decision tools. S2AQUA also aims to consolidate investment in research in sustainable aquaculture and innovation that leads to the creation of new value chains, new markets, promoting economic growth and job creation, as well as increasing consumer awareness, their perception and acceptance of products and methods originated in aquaculture.

## 2.2 VISION

Taking into account that R&D and innovation are fundamental for the development of societies, S2AQUA aims to contribute to the creation and execution of research and innovation and capacity building agendas for the provision of new and sophisticated services, in the short and medium term, raised by the identification of specific needs and challenges posed by its associates. S2AQUA aspires to promote the creation, study, coordination and implementation of new technological approaches to the processes and products to be developed within the scope of S2AQUA's competences, promoting processes of technological change that improve competitiveness by increasing the productivity, quality and safety indices of products and services in the area of aquaculture, in strategic alignment with its associates, namely those of a business nature. Thus, it will also contribute to accelerate the development of new products and services including targeted training and global markets, in particular

within the Community of Portuguese Speaking Countries (CPLP), in accordance with the objectives and strategies of its associates, while also promoting cooperation between academia and industry in the scope of research processes applied to technology associated with aquaculture and aquatic food products.

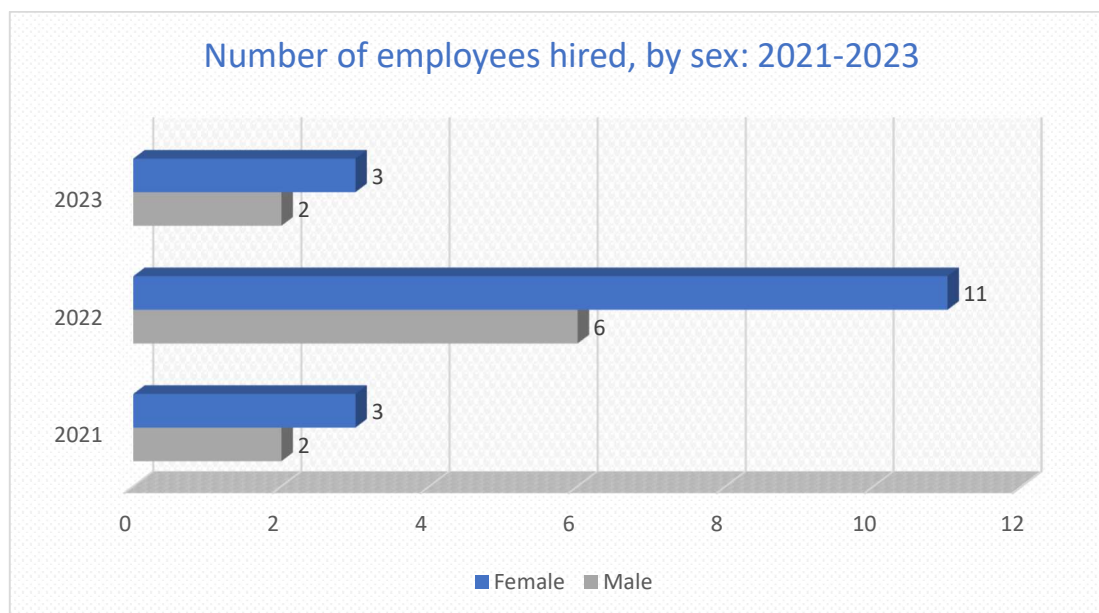
### **2.3 INDICATORS RELATED WITH THE STAFF**

In 2021, S2AQUA was in the phase of expanding and hiring Highly Qualified Human Resources (HQHRs). By the end of 2023, S2AQUA intends to have all the hiring process finished and its staff completed.

Employees play a central role in the mission of S2AQUA, and their professional qualifications are essential for the fulfillment of the objectives that the institution proposes, thus:

- In 2021, 5 employees were hired.
- In 2022, 17 employees were hired.
- In 2023 to date, 5 employees have been hired.

Figure 1 shows the number of employees hired over the 3 years of S2AQUA.

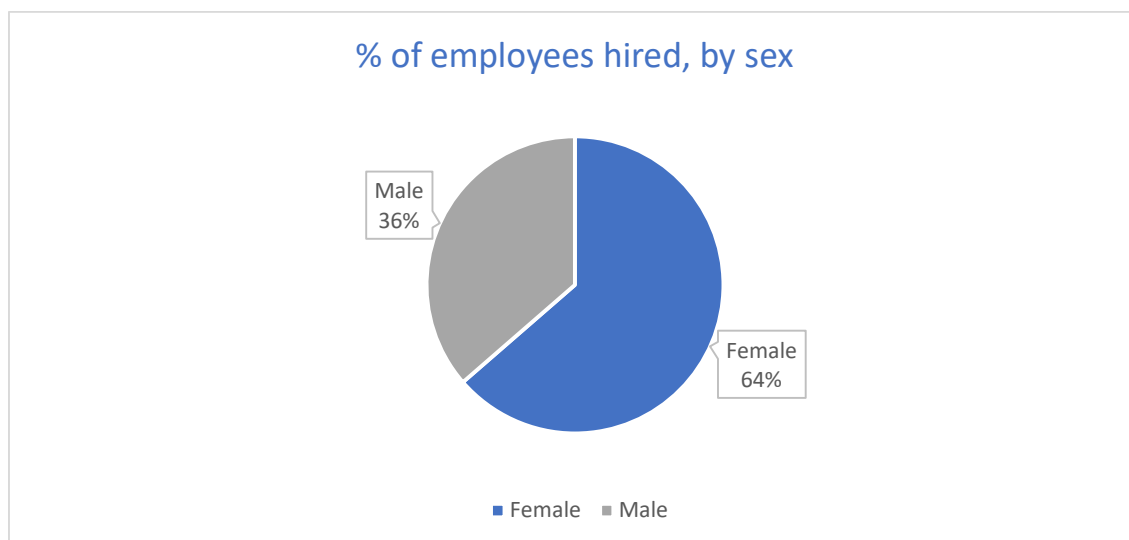
**Figure 1.**

By the end of 2022, S2AQUA had a total of 22 employees. As of June 1, 2023, it had a total of 22 employees.

Of the 22 employees in existence to date, 14 are female and 8 are male, representing 64% and 36% respectively (figure 2).

This difference can be justified by the nature of the core functions of S2AQUA - research, as well as by the data below (Table A) - source: PORDATA, which demonstrate that in the area of Science there is a greater number of women than men, which also contributes to an explanation of the existing differential, since S2AQUA does not create any obstacle or impeding barrier in its recruitment processes.



**Figure 2.**

It should also be noted that regarding recruitment processes and salary policies, S2AQUA is obliged to comply with the current legal regulations, which guarantees the existence of non-discrimination, considering, in particular, the provisions of article 28 of Decree-Law No. 28/2017, of February 10.

The age range of the hired employees is between 24 and 51 years, however the majority of employees are between 38 and 45 years and 28 and 33 years (figure 3).

**Figure 3.**

Regarding the qualification of these resources, most employees have a high level of literacy: 9 employees have a doctoral qualification, 12 employees have a master's degree and 1 employee has the 12th year of scholarship (figure 4).

Figure 4.

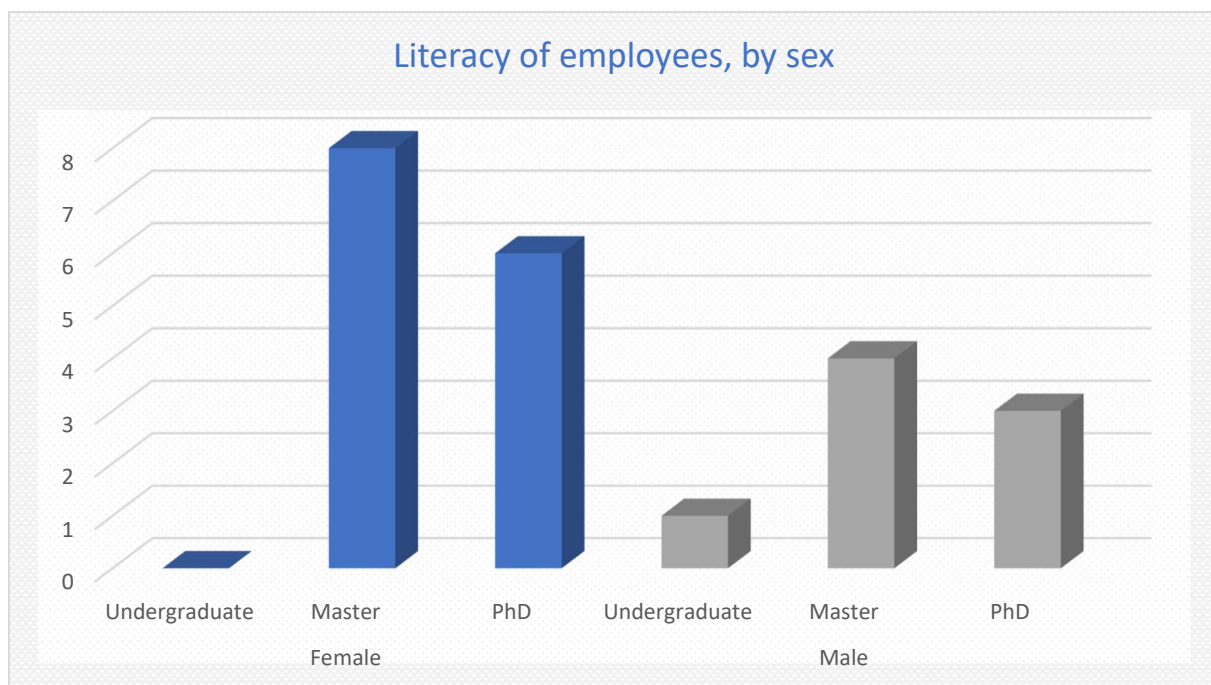


Table A.

Academic degree in number, by sex: 2015-2021

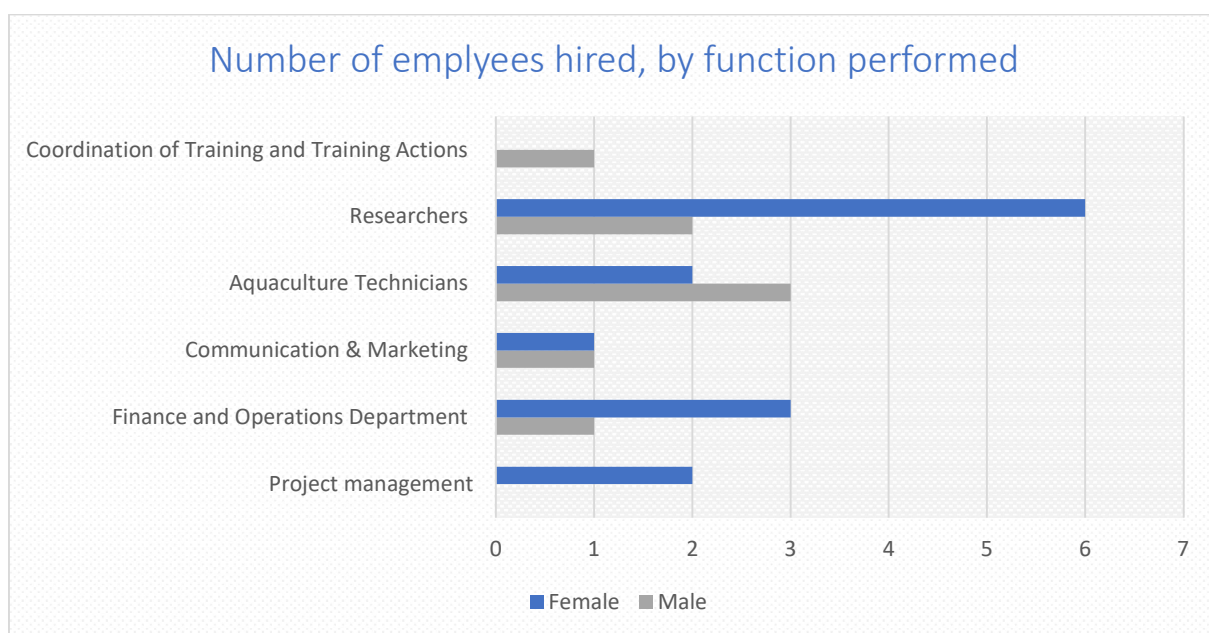
Year	Female					Male				
	"Licenciatura" - 1st cycle	Integrated Master	Master	Specializations	PhD	"Licenciatura" - 1st cycle	Integrated Master	Master	Specializations	PhD
2015	27 883	4 375	10 553	1 371	1 259	19 311	3 791	6 193	764	1 092
2016	27 436	4 435	9 639	1 351	1 289	19 086	4 034	5 914	764	1 055
2017	27 798	4 429	9 844	1 263	1 167	19 482	3 957	6 176	669	968
2018	28 996	4 470	10 203	1 368	1 199	19 812	3 991	6 355	629	1 067
2019	29 103	4 398	10 852	1 391	1 145	19 982	3 881	6 638	664	958
2020	31 368	4 345	11 030	1 353	1 019	21 464	3 690	7 170	581	922
2021	33 063	4 624	12 195	1 681	1 059	22 503	3 719	7 574	748	1 021
Average	29 378	4 439	10 617	1 397	1 162	20234	3 866	6 574	688	1 012

Source: Pordata (2023)

Regarding the functions performed, S2AQUA recruited employees for the following areas, by number (figure 5):

- Project Management - 2;
- Finance and Operations Department - 4;
- Communication + Marketing – 2;
- Aquaculture Technicians – 5;
- Researchers – 8;
- Coordination of Training and Training Actions – 1.

**Figure 5.**



### 3. DIAGNOSIS OF PRACTICES IMPLEMENTED AT S2AQUA FAVORING GENDER EQUALITY

To carry out the aforementioned diagnosis, S2AQUA considered the contributions of several sources, such as:

- Horizon Europe - Work Programme 2021-2022 criteria;
- Guide for the preparation of equality plans – publicized by CITE - Commission for Equality in Work and Employment;
- Diagnostic support matrix provided by ISCED, available at:

[https://cite.gov.pt/documents/14333/137054/Planos\\_Igualdade\\_Guiao.pdf](https://cite.gov.pt/documents/14333/137054/Planos_Igualdade_Guiao.pdf)

The combination of these contributions allowed to incorporate in this document, on the one hand, the current diagnosis of S2AQUA and, on the other hand, a set of measures and indicators with a view to the constant improvement of the entire structure of S2AQUA, applicable and extended to all its employees and to the members of its Board.

#### 3.1 STRATEGY, MISSION AND VALUES

Taking into account a coherent strategy based on equal recognition between men and women and their status in society, S2AQUA values the standards of inclusion and diversity as an integral part of its matrix. Despite being a recent organization, S2AQUA, intends that, in the course of time, these same values are highly encouraged throughout its organization, through the promotion of equal opportunities for all people, regardless of their gender, ethnicity, age, religion, or sexual orientation. More specifically, S2AQUA's commitment to the theme of gender equality will continue to be present in its code of conduct, reports and other documents produced, as well as through the use of inclusive language in all documents produced, the non-use of stereotyped or sexist images in its social networks and website.

### **3.2 EQUALITY IN JOB ACCESS**

S2AQUA seeks to promote equal opportunities for men and women, regardless of their gender. Thus, this dimension gives S2AQUA the possibility that in recruitment and selection (R&S) of employees' objective and transparent procedures and criteria are defined in order to equally value the skills, aspirations, expectations, needs and responsibilities of women and men. S2AQUA complies with the regulations and legal and regulatory requirements in force in the design of R&S job announcements, always bearing in mind the non-discrimination on the basis of gender in access to employment. Thus, people interested in S2AQUA's R&S processes obtain information regarding the role, tasks and responsibilities, remuneration and classification criteria. The job announcements are also placed on public access platforms, always more than one, and adopt, in respect and compliance with gender equality, the safeguard of the designation, example: Director; Manager.

S2AQUA also ensures an inspection of the physical condition of the S2AQUA facilities, and also the respective health and safety conditions in the workplace, having contracted an external company of safety and hygiene at work for consultations / routine examinations to all its employees, with the following periodicity:

Employees under the age of 50: every 2 years;

Other employees: annually.

### **3.3 INITIAL AND CONTINUOUS TRAINING**

S2AQUA gives priority to the growth and appreciation of its employees. Thus, in the manual of procedures of S2AQUA, a procedure of survey for annual training needs among its employees, is defined, ensuring universal and equitable access to the entire organization, covering all sectors and functional areas, as well as the compliance with the legal requirement regarding the number of hours of annual training (40h). The survey, as well as the training plan, aim to always guarantee the principle of equality and non-discrimination between men and women, seeking, whenever possible, a

balanced representation in all the training initiatives developed. As far as possible, S2AQUA will always tend to meet the expectations of its employees with regard to increasing knowledge and developing skills, since it is an organization composed of highly qualified human resources. Each employee, when starting functions in S2AQUA, in addition to being welcomed by the S2AQUA Board, the person responsible for the sector area and a representative of the Finance and Operations Department – human resources, has immediate access to the manual of procedures of the organization, where this and other information regarding standards, procedures, accesses, equipment, among others are presented, in the sense of achieving full integration without any kind of discrimination and differentiation.

### **3.4 EQUALITY IN JOB CONDITIONS**

Equality between men and women in the professional sphere must be a constant in the various components of work, particularly as regards to the wage policy. Thus, S2AQUA is governed by a salary policy of equal pay without discrimination on the basis of gender, and the salary values practiced in the organization are defined by legal criteria, that S2AQUA necessarily follows, considering in particular the provisions of article 28 of Decree-Law No. 28/2017, of February 10<sup>th</sup>. Employees are hired according to the open job announcement, defined by S2AQUA to meet their needs, with the indexation of their salary, where the value is solely and exclusively related to the requested training and experience of the candidate. There is never any differentiation in terms of gender, thus allowing equal access without any type of discrimination, where gender is not a criterion for setting the wage policy practiced.

### **3.5 PARENTING PROTECTION**

It is an essential condition for a work-life balance, the protection of motherhood and fatherhood. S2AQUA guarantees the benefit of parental leave to all its employees. It is the commitment of S2AQUA to ensure that all the rights of its employees are safeguarded, which implies that the employee who is on parental leave, can be

replaced by another employee, thus ensuring the roles that they had been performing, therefore not colliding with the protection of their social rights.

Likewise, the justification of their attendance is safeguarded, as well as the granting of the right to periods of absence and absences for the care of children, provided for in the applicable legislation in force.

### **3.6 CONCILIATION BETWEEN PROFESSIONAL LIFE AND FAMILY AND PERSONAL LIFE**

S2AQUA considers that gender equality should be understood in a broader prism and taking into account the professional, personal and family contexts. In this sense, and while considering that it is a relatively recent organization, S2AQUA has been developing policies to encourage cross-cutting compliance with this goal.

Thus, it is important to highlight the existing conditions for the various employees of S2AQUA to perform their duties remotely, thus allowing the adoption of models of labor flexibility, without any discrimination and / or differentiation at the salary level.

Imbued in an organizational culture that excels in achieving objectives, S2AQUA strives for an informal culture and proximity to its employees, and the practice of approving remote work is a reality in force, as well as the dismissal, whenever justified, of its employees to deal with personal and family matters.

With regard to the hours practiced by its employees, S2AQUA organizes all its activity during the normal hours of operation, so that all employees can enjoy their time outside their normal working hours.

### **3.7 PREVENTION OF HARASSEMENT PRACTICES AT WORK**

S2AQUA does not condone any form of harassment or any type of behavior that jeopardizes the human dignity of its employees, as such, a Code of Good Conduct for the Prevention and Combating of Harassment at Work has been developed, in which



a set of principles of action are embodied, which must be respected by all employees of S2AQUA, as well as by the governing bodies of S2AQUA. This document was disseminated by the entire organization and presented at a weekly meeting with all its employees. It was also sent to the corresponding email of each employee.

It is also worth to mention that this document provides for the denunciation of less appropriate behaviors, and this report can be made by email to [provedor@s2aquacolab.pt](mailto:provedor@s2aquacolab.pt). Disciplinary procedures and sanctions are also provided for if these behaviors are duly proven.

#### **4. MEASURES TO BE IMPLEMENTED TO PROMOTE GENDER EQUALITY AT S2AQUA**

Taking into account the diagnosis made in point 3, and that is described above, and despite the fact that S2AQUA has already implemented a set of measures, it is considered that this plan will contribute to strengthening the guarantee of good practices in the field of gender equality. Thus, and with S2AQUA highly committed to the implementation of new initiatives, as well as its monitoring and constant improvement, after the diagnosis made which allowed to define with greater objectivity the current positioning, S2AQUA selected a set of measures to be implemented in the period 2022-2023, that it considers as priorities.

Objectives	Measures	Department	Budget	Implementation	Goal
<b>Dimension: Strategy, Mission and Values</b>					
Publicly (internally and externally) commit to the promotion of equality between women and men	Incorporation of the commitment to the promotion of equality between women and men in the mission, in the values of the company and in strategic documents (e.g. reports, regulations, code of ethics/conduct).	Human Resources	Does not involve specific costs	End of 2023	Reinforced commitment to the promotion of equality between women and men in the mission, company values and strategic documents
To make known the Plan for Equality and its strategic importance for the company	Disclosure of the Plan for Equality, its measures and the objectives of disclosure on the company's website, by e-mail, and with posting in internal places of recognized visibility	Communication	Does not involve specific costs	End of 2023	100% of the company's workers covered by awareness-raising actions
Encouraging the participation of women and men in the promotion of equality between women and men	Creation of internal mechanisms that encourage the submission of suggestions by workers in the field of selection and recruitment, workmanship balance, work, protection in parenthood, performance evaluation, career progression and development policy and salary policy	Communication	Does not involve specific costs	End of 2023	Internal suggestion submission mechanisms created
	Holding meetings with workers to address issues relating to equality between women and men, work-life balance and protection in parenthood	Board	Does not involve specific costs	End of 2023	10 meetings with workers or their representative structures to address issues relating to equality between women and men, work, family and personal life balance, and protection in parenthood
Ensure a work environment free from discrimination on grounds of sex, parenthood and/or work-life balance	Creation and implementation of formal complaint procedures in cases of discrimination based on sex, parenthood and work-life balance	Communication	Does not involve specific costs	End of 2023	Procedures created and implemented
	Integration of aspects related to equality between women and men, reconciliation of professional, family and personal life, and protection in parenthood in the instruments for assessing worker satisfaction and the organisational environment	Board	Does not involve specific costs	End of 2023	An instrument for assessing workers' satisfaction and the organizational climate includes aspects related to equality between women and men, reconciliation between professional, family and personal life, and protection in parenthood

Dimension: Equality in job access					
Contribute to a fair and objective selection and recruitment process for women and men	Creation and implementation of an internal procedure to ensure that the criteria and procedures for the selection and recruitment of human resources bear in mind the principle of equality and non-discrimination based on sex, being elaborated by the company in an objective and transparent manner	Human Resources	Does not involve specific costs	End of the 1st semester of 2024	Internal procedure created and implemented
	Establishment of selection teams with balanced representation of women and men	Human Resources	Does not involve specific costs	Final do primeiro semestre de 2024	40% minimum representation of each gender in the selection team
Dimension: Initial and continuous training					
Promote a culture of equality between women and men in the workplace, favouring management and work practices consonant with it	Integration of a training module on gender equality into the annual training plan, in particular on: gender stereotypes; inclusive language; protection in parenting; reconciliation of professional, family and personal life; bullying and sexual harassment at work	Communication	To be defined (€)	End of 2023	Training module on equality between women and men as part of the annual training plan
Dimension: Equality in job conditions					
Ensure a fair and objective evaluation process for women and men	Creation and implementation of a performance appraisal model to ensure that it excludes any discrimination (direct or indirect) based on sex and that it does not penalise workers for the exercise of their family responsibilities	Board	Does not involve specific costs	End of 2023	Performance appraisal model created and implemented
Promote internal transparency about the performance evaluation model	Disclosure of the performance evaluation model, ensuring its transparency to workers and their representative structures, on the website, by e-mail, and with posting in internal places of recognized visibility	Communication	Does not involve specific costs	End of 2023	Disclosure of the performance evaluation model disclosed on the website, by e-mail, and with posting in internal places of recognized visibility
Promoting equality between women and men in the field of professional advancement and development	Creation and implementation of an internal procedure to ensure that workers' skills (qualifications/education, vocational training, skills acquired through non-formal and informal means) are recognized by the company equally in the processes of promotion and career progression	Board	Does not involve specific costs	End of 2023	Internal procedure created and implemented for promotion and career progression ensures that workers' skills
Promoting equality between women and men in career development	Creation and implementation of a procedure to ensure that the company, when it has to select someone for an international position, seeks to ensure an equitable treatment of applications with regard to the application of the principle of equality and non-discrimination	Board	Does not involve specific costs	End of 2023	Internal procedure created and implemented
	Establishment of partnerships and protocols with universities and similar institutions in order to facilitate the training of people of the underrepresented sex in management/leadership/technological (or other) areas that may be determinant for professional progression		Does not involve specific costs	End of 2023	[Specify the number] of protocols/partnerships, in the reference year

Dimension: Parenting protection					
Encouraging male workers to make shared use of initial parental leave	Definition and implementation of incentives for workers for the shared use of initial parental leave, as provided for in the law	Human Resources	Does not involve specific costs	End of 2023	Incentives defined and implemented for 100% of male workers who have been fathers and 100% of female workers who have been mothers and share initial parental leave
	temporary replacement of workers on parental leave by means of contractual procedures ensuring such replacement	Human Resources	To be defined (€)	End of 2023	All (100%) workers on parental leave are temporarily replaced
Guarantee the right to the enjoyment of layoffs and absences in the context of parenthood by workers Encourage male workers to the shared use of layoffs and absences in the context of parenthood	Definition and granting to workers of periods of leave in the field of parenthood lasting longer than that provided for by law	Board	To be defined (€)	End of 2023	In all (100%) situations subject to the application of the measure are granted periods of dispensation in the field of parenthood greater than those provided for in the law
Dimension: Conciliation between professional life and family and personal life					
Promoting the reconciliation of work and family and personal life of workers	Provision of own equipment, granting of financial support or conclusion of protocols for health and/or well-being services	Board	To be defined (€)	End of 2023	Provide health and/or wellness services
	Informal facilitation of work from home when necessary to reconcile professional, family and personal life		Does not involve specific costs	End of 2023	Cover 100% of workers by the informal facilitation of work from home when necessary to reconcile professional, family and personal life, in the reference year
Ensure that the organisation of working time takes account of the needs of work, family and personal life balance of workers, in particular those with family responsibilities	Granting, at the initiative of the company, flexible working hours to workers with a view to reconciling professional, family and personal life	Board	Does not involve specific costs	End of 2023	50% of female workers and 50% of male workers with flexible hours in the reference year
Ensure that the teleworking regime takes into account the needs of work, family and personal life balance of workers, in particular those with family responsibilities	Application, on its own initiative, of the teleworking regime to workers as a way of reconciling professional, family and personal life	Responsible for the other functional areas of the company (eventually)	Does not involve specific costs	End of 2023	50% of female workers and 50% male workers in telework, in the reference year
Objectives	Measures	Department	Budget	Implementation	Goal
Ensure the prevention and combat of harassment at work	Active promotion of the culture of good practices to combat harassment, discrimination or intimidation through the dissemination of documents on the subject of a general nature	Finance and Operations	Does not involve specific costs	End of the 3rd trimester of 2023	Training session on the subject in question

## 5. PLAN EXECUTION MONITORING

The monitoring of S2AQUA'S Gender Equality Plan, as well as its ongoing evaluation, are cornerstones in its implementation process. As such, S2AQUA'S plan will be subject to a systematic follow-up process to ensure its monitoring, the implementation of the measures, the effectiveness of the actions and the fulfillment of the previously defined objectives.

To address this monitoring, S2AQUA's Board appoints a working group for this purpose, through an internal communication, which will be directed by S2AQUA's Chief Financial and Operations Officer.

This working group shall be responsible for the collection and analysis of data, for the production of a summary report at the end of each four months, which shall mention the state of implementation of the measures defined in this plan, proposing corrective measures whenever any situation may justify it, and shall meet at the end of each four months, at date / time to be defined, with the mission of issuing the respective report to the Board of S2AQUA, in order to comply with the objectives set out in this plan.



**S<sup>2</sup>AQUA**

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