

ALIANZA TEAM POLICY GUIDELINES

CONTENT

Alianza Team Behavior and Principles to Nurture a Better Tomorrow	4
• Ambition 2030	7
• Health and Nutrition	8
• Packaging	9
1. Alianza Team and its People	11
2. Alianza Team and its Business Partners	12
3. Alianza Team and its Competitors	14
4. Alianza Team and the Community	14
• Integrity Line	15
Policy Development	16
• Ethics and Compliance Program	16
• Internal Labor Regulations	19
• Alcohol, Tobacco and other Psychoactive Substances Policy	19
• Integrated Management Policy	20
• Tax Policy	24
• Human Rights (HR) Policy	24
• Procedure for the Investigation of Conflict of Interest, Corruption and Fraud	26

• Risk Management Policy	28
• Intellectual Property and Regulatory Affairs Policy	29
• Information Security Policy	29
• Personal Data Policy	30
• Policy on Self-Monitoring and Risk Management System for Money Laundering, Financing of Terrorism and Financing for the Proliferation of Weapons of Mass Destruction (SAGRILAFT)	30
• Responsible Purchasing Policy	32
• Supplier Code	36
• Voluntary Agreement for Zero Deforestation in the Palm Oil Chain in Colombia	37
• Self-Regulation Commitment on Advertising Directed to Children Under Twelve Years of Age	37
• Aliados Somos +	38

Alianza Team Behavior and Principles to Nurture a Better Tomorrow

Our genuine interest in nurture a better tomorrow has made us work every day with transparency, integrity and compliance. To achieve this, we have prioritized 4 action fronts: our people, our customers and consumers, our shareholders and our surroundings, understood as sustainability itself in its economic, environmental and social dimensions.

We are certain that we want to be allies that make a difference, and we work daily to nurture our relationships and generate value for our stakeholders. That is why we publicly declare the principles that guide our actions in this document. In this way, our clients and consumers will continue to admire us; our shareholders will continue to trust us; our suppliers will continue to find opportunities for development; our neighboring communities will continue to see us as their ally; and our employees and their families will continue to feel proud to be part of this great organization.

I invite you to read and live these principles, keeping firm our disposition to nurture a better tomorrow.



Luis Alberto Botero Botero
President and CEO Alianza Team®

In what We Believe in and Care About

Our People:

We believe in people, their talent and their potential to achieve everything we set out to do.

Sustainability:

We work to leave a better world for future generations.

Clients, consumers and suppliers:

We develop long-term alliances maximizing value for all.

Our shareholders:

We grow in a profitable and sustainable way, seeking to be the best investment.

In addition, we have three strategic levers that enable the growth of our businesses aligned with the four things that matter to us in the organization:

1. Talent: For us, our people come first, so taking care of their physical and mental health, their well-being and that of their families is of the highest priority for the company.

- We actively work to be a great place to work.
- We promote committed, honest, loyal and humble people.
- We promote a culture of self-management, learning, development and performance, believing that every employee wants to unleash their full potential.

2. Innovation: It is a transversal capacity that impacts the four things that matter to us; shareholders, our people, sustainability and clients, consumers and suppliers. We define innovation as the creation of solutions that generate high impact and differentiation throughout the value chain to grow and monetize businesses where our solutions and brands make a difference. We work through a robust ecosystem that allows us to stay at the forefront of our industry globally.

[Learn more about Alianza Team's innovation strategy here](#)

3. Strategic Relationships: It is the comprehensive and strategic management of the business and stakeholders that contributes to meeting long-term objectives in the economic, environmental and social dimensions, leaving a better tomorrow for future generations, understanding the needs and expectations of our stakeholders. Sustainability allows us to anticipate future trends and needs, proactively managing risks and capitalizing on opportunities to protect and strengthen our corporate reputation.

What We Are

- **We are agile and innovative**

We challenge the status quo.
We seek and learn from change with resilience.

- **We are allies in making a difference**

With depth and knowledge, we offer solutions that transform our environment.

- **We are safe, reliable and transparent**

Committed to positively impact our stakeholders by always fulfilling our commitments.

- **We are optimistic and entrepreneurial**

We live with passion and courage, our conviction to generate value throughout the value chain.

Our Behaviors or Principles:

1. We understand our business, the environment in which we operate and we understand the market strategically.
2. We are passionate about growth and fulfilling our commitments to our partners. We ensure that our business grows profitably and maximizes the value of the company.
3. We build valuable relationships, we act with ethics, commitment and with the premise of having transparent relationships within the framework of applicable legal compliance.
4. We are aware of our impact on the context in which we operate. Therefore, we ensure that our processes are sustainable and of the highest quality standards. We act with the awareness of leaving a better world for future generations.
5. We guarantee excellent customer service. Therefore, we understand and anticipate the needs of the market by delivering valuable solutions.
6. We believe that every employee wants to unleash their full potential, which is why we promote a culture of self-management, learning, development and performance in our people.
7. We actively work to be a great place to work.

2030 Ambition

Under our higher purpose of **nurturing a better tomorrow**, we declare our 2030 ambition as our commitments to ensure the sustainable growth of the organization, aligned with the sustainable development goals of the UN's 2030 agenda, thus seeking to leave a better world for future generations.



By 2030, we will be a company open to the world, with a special focus on North America and Asia. We will have secured 100% of our agricultural supply chain in environmental, social and governance (ESG) standards, we will have environmental objectives aligned with science to be carbon neutral, and we will have programs in place for the comprehensive development of our people in all the countries where we operate to continue adding value through profitable growth over time.

We are convinced that the fulfillment of these major commitments will be possible through innovation and digital transformation, a strong measurement and reporting culture, and strategic communications with our internal and external stakeholders.

Health and Nutrition

Aligned to our corporate purpose of **nurturing a better tomorrow**, we work from our three strategic business groups to transform food with products, services and solutions based on **health, nutrition, technology** based on scientific consensus to contribute to the wellness of those who consume our brands and the quality of our clients' brands.

Through our innovation strategy, we seek to help consumers make more informed choices and make a difference through our brands.

Food loss & Waste

Aware of the relevance of our actions to contribute to this aspect, we are committed to initiatives throughout our operation to avoid or mitigate losses in our direct operations and waste in the commercialization stage, focusing on the following aspects:

1. Optimization of demand and finished product planning through rotation indicators and data dashboard automation.
2. Prioritization of product and by-product reuse in internal processes such as reprocessing or use as input for other products (soap line).
3. Awareness-raising and partnerships with the actors in the distribution chain and final sale, guaranteeing the return of non-conforming or short-dated products in optimal quality conditions to be included in our donation programs.
4. Streamlining the flow of approvals, ensuring that donated products reach the programs before their expiration date.
5. Destination for alternative uses in biofuel production through our Manos Verdes program.
6. Destination for alternative use by third parties in animal feed production or composting processes.

Packaging

Aware of the impact of our products, we are committed to ensuring that 100% of our packaging has a high potential to be reused or incorporated into a local production cycle, minimizing the possibility of ending its useful life in a landfill or in a water source.

For this reason, we have consolidated three packaging innovation and development teams in Colombia, Chile and Mexico that have highly trained professionals and are working on incorporating elements of packaging Ecodesign. Likewise, in order to generate synergies between countries and businesses, a Corporate Packaging Committee has been established to work on strengthening the following:

Strategic Pillars

- 1 **Reduction:** Reduce complexity in the design of packaging material components and increase the percentage of recycled materials.
 - Packaging lightening plan 2018 - 2024.
 - Elimination of single-use plastics in our facilities.
 - Logistics optimization with the aim of reducing environmental impact.
- 2 **Recyclability:** Implement materials to facilitate recycling.
 - Prioritization of mono-material structures favoring the recycling process.
 - Life cycle analysis and eco-design in the development of packaging.
 - Communication and awareness-raising among stakeholders on the impacts of packaging and proper management at the end of its life cycle.
 - Continued strengthening of alliances with processors, managers and recyclers to increase collection, reuse and recycling rates of our packaging through extended producer responsibility programs.
- 3 **Reuse:** Potentiate the design and use of the packaging for reuse in the same or another system.
 - Although current applicable regulations prevent us from reusing packaging for food marketing, we know that reuse is one of the most effective solutions. We look for alternatives to make this option viable and we remain attentive to the standards that regulate its application in the food industry.
- 4 **Appropriation:** Implement materials that come from renewable sources and/or are reincorporated into a productive chain of the same or different nature.
 - Promote the use of post-consumer, recycled or certified raw materials.

Team People Code of Conduct

Alianza Team Employees are committed to:

- Compliance with the regulations of the countries where they provide their services, especially those related to the protection of internationally recognized human rights, ethical trade and the environment.
- Comply with the standards, policies and declared commitments of the organization.
- Respect the customs and cultures of the countries where we operate within the framework of current legislation.

1. Ethics and Compliance Program

2. Internal Labor Regulations

3. Policy on Alcohol, Tobacco and other Psychoactive Substances

4. Integrated Management Policy

5. Tax Policy



1. Alianza Team and its People

Respect for People

- We respect people's dignity, privacy, individual rights and human rights.
- We treat all people equally, regardless of gender, nationality, sexual preference or identity, religion, ethnic origin, social condition, political ideas, disability or any other circumstance of similar nature to those already mentioned. We do not tolerate any type of discrimination.
- We value and believe in diversity at all levels of corporate governance as an opportunity for personal and professional enrichment and growth, welcoming differences in experience, age, culture, nationality, gender identity, religious beliefs, education and thought, among others.
- We maintain a respectful relationship with colleagues and respect the rules prohibiting harassment at work, whether physical, psychological or of any other kind.

6. Human Rights Policy

Conflict of Interest

- We act in the best interests of the organization.
- We avoid work or personal relationships that affect objectivity, good judgment or behavior.

7. Procedure for Investigation of Conflict of Interest, Corruption and Fraud Conduct

Organizational Resources

We monitor, protect and make good use of tangible and intangible resources and assets, since actions such as theft, carelessness, loss, damage, destruction, misappropriation and improper use of these generate losses and damages for the organization.

Intellectual Property

Intellectual property, trademarks, trade names, brand names, designs, patents, copyrights, trade secrets, know-how, inventions and technology are one of the most important assets for the organization.

Information Management and Preservation

Confidential information is understood to be any information related to operations, present and future business that, if disclosed to third parties, would or could jeopardize the proper functioning of the organization and could have adverse economic or strategic effects on its interests.

8. Risk Management Policy

9. Intellectual Property and Regulatory Affairs Policy

10. Information Security Policy

11. Personal Data Policy

2. Alianza Team and its Business Partners

All its commercial and business relationships with different people, organizations and governmental authorities, anywhere in the world where it operates, are governed by ethical behavior, integrity and compliance with human rights. In dealing with suppliers and clients, we abide by all commonly accepted legal, ethical and commercial standards of conduct, and business is conducted and managed in an appropriate manner, avoiding contraventions of suppliers' and clients' codes of conduct or the relevant guidance they provide to their employees.

Conduct Toward Customers and Consumers

The marketing of our products is based on quality, brand recognition, fair pricing, promotional programs and honest advertising practices.

Conduct Toward Suppliers

We will choose as suppliers those who share our principles and ethical values and have a strong reputation of fairness, integrity in its dealings and respect for the human rights of its employees and throughout its value chain.

Quotations, negotiations and Contract Preparation

Our employees act with transparency, respect, efficiency and honesty in the preparation and study of quotations, in commercial negotiations and in the negotiation for the purchase of goods or services, as well as in compliance with applicable regulations, specifically those related to the prevention of money laundering and financing of terrorism.

12. SAGRILAF Manual

13. Responsible Sourcing Policy

14. Supplier Code

Voluntary Agreement for Zero Deforestation in the Palm Oil Chain in Colombia

3. Alianza Team and its Competitors

We pride ourselves on developing operations at the highest levels of integrity, even in a highly competitive context. We firmly believe in the successful marketing and sale of our products based on ethical, transparent, fair, loyal and legal behaviors.

Self-Regulatory Commitment on Advertising Directed to Children Under Twelve Years of Age

4. Alianza Team and the Community

As part of our commitment to sustainability, we are committed to the protection and development of our surroundings, both environmentally and socially, and this responsibility is shared by all Team People.

Respect and Protection of the Environment

We work continuously to improve the environmental performance of our direct and indirect operations in aspects related to, but not limited to:

- **Operational eco-efficiency:** We go beyond what is required by applicable regulations in emissions, energy, waste, water and promotion of environmental culture.
- **Circular economy:** We work in comprehensive programs that promote the closing of the cycle and the use of waste, packaging and packaging materials and others.
- **Adaptation and mitigation to climate change:** Under the logic of scenario analysis for transition and physical risks that allow the development of resilient operations.
- **Biodiversity, water and soil management:** We assume this commitment hand in hand with our suppliers and strategic allies in the chain with whom we promote the protection, conservation and adequate use of resources to guarantee a responsible supply in compliance with ESG criteria.

Respect for the Community

We are committed to strengthening community relations based on trust, listening and transparency, led by local primary teams, and to generating favorable conditions that stimulate and reinforce the development of the communities around our operations.

We interact in accordance with the Relationship Protocol, a reference framework for the reception, treatment, management and response to requests, concerns, complaints and/or claims from any stakeholder, which establishes clear roles and responsibilities for the different teams.

Integrity Line

This line is available to all our stakeholders so that they can communicate their concerns and complaints, anonymously if desired, regarding suspicions or events that violate these guidelines.

<http://teamfoods.alertline.com>
Colombia 01800 911 0011; Chile 800 360 312; Mexico 01800 288 2872

Once connected, type 888-265-9894 and select the language. The complainant receives a case number and pin to return to the system for feedback.

The CEO, the members of the Labor Relations and Integrity Committee and the Compliance Officer encourage employees, suppliers, consultants, contractors, clients and other stakeholders to report issues or behaviors that violate general ethical behavior or any of the issues described here in.

15. Aliados Somos +

Political Participation

We promote the right of each employee to belong as a citizen to political parties, participate in political committees and support candidates, transmitting to employees an environment of freedom of expression, without interfering in the performance of their activities, without representing Alianza Team, without implying a conflict of interest and without making use of the organization's facilities or resources.

Policy development

1. Ethics and Compliance Program

We are committed to participating in the market in a loyal, responsible and correct manner, promoting business ethics, defending free competition and protecting the interests of consumers.

From this statement, we are oriented to guarantee that all our practices are adjusted to the legal framework of the countries where we operate, rejecting any situation of corruption, transnational bribery or any other crime or reprehensible conduct, reflecting how we nurture a better tomorrow in a transparent manner.

Elements of the Program:

- SAGRILAFT Policy
- Contracting Policy
- Travel Expense Policy
- Risk Management Policy
- Ethics and Transparency Manual
- SAGRILAFT Manual
- Procedure for Investigating Fraud, Corruption and Conflicts of Interest.
- Supplier Creation Procedure
- Credit Process Management and Control
- Procedure for Hiring Employees

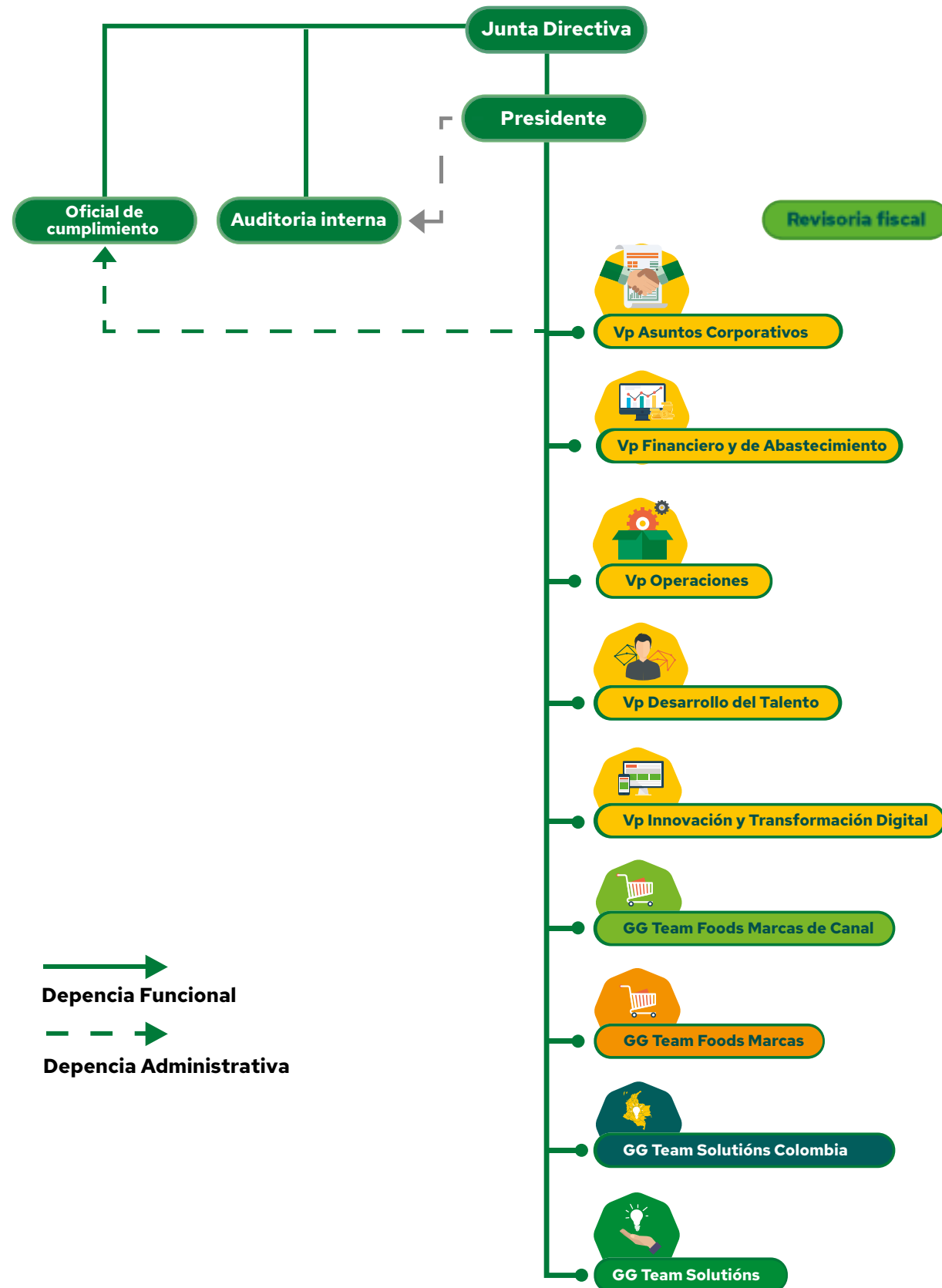
The Program is led by the organization's Compliance Officer, who is responsible for developing, implementing, maintaining, reviewing, leading and managing the Business Ethics and Transparency Program (PTEE in spanish) in order to prevent, detect or respond to legal, political and ethical misconduct, reporting periodically to the Board of Directors under independent standards on the progress of management.

In turn, the Labor Relations and Integrity Committee, formed by the President and CEO, the Financial Vice-Presidency, the Vice-Presidency of Talent and Organization and the Vice-Presidency of Corporate Affairs, supports, consults and advises the Compliance Officer regarding the implementation, monitoring and administration of the same. The Labor Relations and Integrity Committee supports the Program, identifying ethics and compliance initiatives, policies and/or procedures that require improvement and recommendations for improvement.

Gente Team recognizes that it is personally responsible for:

1. Ensuring their own compliance, as well as that of the collaborators they lead, with respect to the norms, regulations, policies and procedures that the authorities and Alianza Team adopt for the prevention of corruption or transnational bribery activities.
2. To certify on an annual basis the knowledge of the policies that make up the compliance programs within the organization.
3. Employees in charge of the relationship with suppliers, consultants, contractors and other counterparties must comply with the procedures established by the company for such contracts, such as quotations and the conclusion of contracts according to the amounts established within the business relationship.
4. Report to the Labor Risks and Integrity Committee, the Compliance Officer, or the Alianza Team Integrity Line possible events of fraud or requests for bribery or transnational bribery leading to corrupt conduct or other situations or improper acts contrary to the Law or Alianza Team's guidelines, committed or to be committed against the Companies, in order to implement corrective measures as well as to respond appropriately to such requests.

Get to know our Structure of Corporate Governance:



2. Internal Labor Regulation

Our Internal Labor Regulation acts as an integrating instrument of the guidelines that make up the development of labor relations and promote an adequate understanding of their application for our collaborators. They are thus expected to responsibly comply with all its provisions, both in terms of all the rights and obligations that have to be respected within the framework of the rules and terms ruling employment contracts and the labor relations that govern them.

We are explicitly committed to:

- Guarantee equal employment opportunities without any discrimination, avoiding any situation that could be understood as discriminatory due to marital status, sexual orientation, religious, political affiliation or socioeconomic conditions, among others.
- The hiring of all our employees with a salary above the legal minimum wage in force.

We make explicit our commitment to guarantee equal employment opportunities without any discrimination, conditions to which all employees must be subject, avoiding any situation that may be understood as discriminatory based on marital status, sexual orientation, religion, political affiliation or socioeconomic conditions, among others, such as hiring all our employees with a salary above the legal minimum wage in force.

At the same time, we communicate prevention mechanisms for similar or repetitive behaviors that may be understood as misconduct by our employees, reinforcing the appropriation and responsibility of the functional role and impact on work teams and implementing the corresponding disciplinary actions in accordance with the law, as well as the knowledge of the specific functionality of the roles and the evaluation of employees according to compliance with these regulations, along with the awareness of the conditions of the environment that may affect labor coexistence within the labor legal framework and organizational policies.

3. Alcohol, tobacco and Other Psychoactive Substances Policy

We are committed to the prevention of risk behaviors and problems associated with the consumption of alcohol, tobacco and other psychoactive substances in order to improve the health, safety and quality of life of our employees and to avoid the impact of non-compliance and accidents in the operation.

Alcohol and other Psychoactive Substances

Prevention Program.

We promote healthy lifestyles and self-care habits through training, awareness and education campaigns for the organization's employees that allow the development of a culture of prevention and self-care.

We have clearly designated the responsible parties and their respective roles within this program, as well as the prevention activities that contribute to ensure the effectiveness of the program.

4. Integrated Management Policy

As a transversal axis of our management, we delineate in an integrated manner each of the critical aspects to be taken into account to guarantee an operation that complies with our standards, value promise and strategic objectives in each of the organization's operations and throughout the value chain.

This policy applies to all our operations, products and services, distribution and logistics processes, waste management, suppliers, service providers and contractors, as well as other key business partners and future acquisitions.

The integrated management policy is reviewed annually by the leaders of the management systems, and if no adjustments are required, it will remain unchanged. Approval is by Alianza Team's senior management and is signed by the legal representative.

Integrated Management Statement:

At Alianza Team we work with the purpose of nurturing a better tomorrow framed in four priorities: our people, shareholders, clients, consumers and suppliers, and sustainability. We make a difference through our brands and business model, understanding in depth the needs and expectations of our stakeholders to offer high value solutions through processes and technologies that allow continuous improvement and innovation from a sustainable development approach, to be the best investment for our shareholders.

We declare our commitments in all our operations to:

- *The promotion of safe and healthy work environments through the implementation of occupational health and safety activities aimed at preventing injuries, accidents and illnesses of our employees and third parties who work or visit our facilities.*
- *The satisfaction of our customers and consumers, always providing quality, safe and innocuous finished products, mitigating food losses and waste.*
- *The protection and prevention of environmental pollution through the management of environmental impacts throughout the value chain, based on the sustainable use of resources and the incorporation of circular economy, climate change and biodiversity strategies.*
- *Ensure the protection and manage the threats to which our processes, assets and employees -direct and indirect- are exposed in order to ensure the supply chain.*
- *Respect, protection and compliance with human rights and fundamental labor rights throughout our value chain.*
- *Inclusion, consultation, participation and involvement of stakeholders according to the relationship strategy in place.*

We comply with current legislation as well as other applicable requirements, we manage the risks and communications inherent to our operation, we promote an organizational culture of self-management, learning and individual development based on corporate principles and values, confident that our people make Alianza team a great place to work.

• Sustainability Approach:

We seek alternatives that go beyond legal compliance, implementing the highest international quality standards in our processes, and always acting within a framework of integrity, transparency, respect and promotion of human rights, taking into account the needs and expectations of our different stakeholders based on transparent relationships that generate commitment, trust and benefits, reaffirming our commitment to be allies for development.

• Environmental Dimension

We are committed to protecting and caring for the environment through the appropriate use of natural resources, the inclusion of circular economy processes, good practices in accounting and carbon footprint management from a full life cycle analysis perspective throughout the value chain. We reinforce our commitment through the following lines of work:

- 1. Water and Energy:** Efficient use of energy resources, water and, in general, non-renewable resources in all of our operations, with a focus on the conservation and sustainable use of these resources.
- 2. Carbon Footprint and Air Quality:** Reduction of CO2 Eq Scope 1 and Scope 2 emissions generated in our operations, taking care of air quality and climate change mitigation.
- 3. Solid Waste:** Comprehensive management of hazardous and non-hazardous solid waste generated in our operations and containers and packaging throughout the value chain, ensuring the lowest environmental impact and complying with extended producer responsibility.
- 4. Prevention of environmental pollution:** Through the management of environmental impacts along the value chain, based on the sustainable use of resources and the incorporation of circular economy, climate change and biodiversity strategies.
- 5. Environmental culture:** training, promotion and strengthening of our integrated management policy and actions to preserve, recover and conserve the environment and reduce environmental impact throughout our value chain.
- 6. Measurement and reporting culture:** Promotion of the measurement and reporting culture at all levels of the organization; the evaluation, measurement and monitoring of compliance with the integrated management policy will be carried out through compliance indicators associated with each of the objectives of the different management systems of the organization.

• Quality and Safety

The satisfaction of our customers and consumers by always providing quality, safe and innocuous finished products, mitigating food losses and waste.

• No use of mineral oils

Committed to people's health and the quality of our products, we do not use petroleum oils in our processes. Accompanied by HACCP hazard analysis in all our plants, and working with our strategic allies in our supply chain for the reduction of MOSH and MOAH contaminants, we work to ensure the highest quality standards in our products and services.

• Occupational Health and Safety

Through the Occupational Health and Safety Management System, we ensure the safety and well-being of all our employees in each of the organization's operations. We implement prevention programs with the aim of promoting healthy lifestyle habits that allow us to promote the welfare of people and promote a culture of safety and prevention of occupational hazards in our employees, suppliers and contractors. Under this strategy we work on continuous improvement in the strengthening of our programs, measurement, reports and indicators management.

1. We identify, evaluate, control and communicate the risks inherent to the business in our operations.
2. We generate healthy lifestyle habits to promote people's wellbeing.
3. We prevent the occurrence of injuries, emergencies and/or occupational diseases.
4. We guarantee legal compliance related to the implementation of the Occupational Health and Safety Management System (OHSMS).
5. We promote the inclusion, participation and involvement of stakeholders within the OHSMS framework.

• Control of Supply Chain Security Risks

1. Protect the integrity of unit loads to keep the supply chain free of contamination.
2. Maintain the necessary control measures to prevent unauthorized access of persons to the facilities and to protect the company's assets.
3. Identify, address and manage the risks generated by incidents involving personnel, assets and/or facilities.
4. To provide security in the facilities, surveillance and control of the exterior and interior perimeters.

5. Tax Policy

We are aware of the economic and social impact in the countries where we operate, therefore, we have guidelines that ensure strict compliance with local, national and international tax regulations within the framework of good corporate governance standards and code of business conduct in all our operations.

This strategy is implemented through the accounting and financial areas in each country, which are responsible for tax planning and compliance with tax obligations in each jurisdiction. Through our auditing and verification processes, we evaluate business operations and ensure appropriate tax advice and training. We comply with the provision of information and communications with fiscal effect and strengthen the corporate transparency of the organization.

6. Human Rights Policy

We reiterate our commitment to the respect, promotion and protection of human rights, understood as the inherent rights of all human beings, without distinction of nationality, place of residence, sex, national or ethnic origin, color, religion, language, or any other condition. Based on the need to respect the dignity of all, we recognize that human rights (HR) are universal, interrelated, interdependent and indivisible, so we always work in compliance with the applicable legal framework and internationally recognized human rights regardless of the country of operation. We also ensure available channels and grievance mechanisms and take timely remediation measures in case of negative situations or consequences.

As a reference, we are guided by the United Nations Guiding Principles on Business and Human Rights as a framework for action for the respect, promotion and remediation of all rights included in the International Bill of Human Rights and the International Labor Organization Declaration regarding fundamental rights at work.

Commitments:

- We recognize the importance of working hand in hand with the State, in its capacity as promoter and guarantor of HR and believe in the diversity of the population, without any type of discrimination.
- We ensure that all our policies, guidelines, plans and direct actions are consistent and respectful of human rights, including labor practices to ensure equal access to opportunities and remuneration.
- We are committed to periodically train and promote among our stakeholders -especially our suppliers, contractors, business partners and employees- the respect, protection and remediation of human rights in their activities, whether or not they are related to Alianza Team, in order to prevent, mitigate or remediate possible or actual negative impacts.
- We have a due diligence process in human rights and risk management, which allows us to identify, analyze, assess, treat, control and communicate the possible negative consequences that may arise from our operation and in our value chain, in order to mitigate and prevent potential impacts, remediate the real ones and avoid their repetition.
- We integrate the conclusions of the evaluations carried out in the different practices and internal processes to continuously reinforce the declared commitment to respect human rights in all actions.
- We protect and respect all people as workers, so we continuously evaluate and monitor our value chain to ensure human and labor rights in our chain, avoiding human trafficking, child or forced labor, or any other type of potential or actual impact. This is done based on the level of risk exposure of each chain and its respective prioritization.
- We protect the rights of the indigenous peoples and native communities in commitment to the Universal Declaration of Human Rights and ILO Convention 169, especially in relation to their right to prior consultation and to obtain their free, prior and informed consent (FPIC) before the start of a project or activity on land where they have legal, communal or customary rights and which requires obtaining such consent.
- The Labor Relations and Integrity Committee will hear complaints of human rights violations at Alianza Team and will take the appropriate steps to report any violations of this Policy and the law to the competent authorities.

• Implementation and Monitoring

In the main activities and processes of the organization we apply due diligence, through audit, verification and control procedures together with legal and regulatory compliance reviews, with the aim of efficiently managing potential or actual risks associated with Human Rights, thus mitigating any negative impact on our own operations and along the value chain.

Likewise, Alianza Team guarantees available, transparent and accessible reporting channels and mechanisms for all stakeholders so that anonymously, if they prefer, through the Integrity Line or directly with the Compliance Officer, they can present their concerns, claims or complaints related to possible violations of their human rights. We ensure the necessary investigations and due process to enable us to take the necessary corrective measures to remedy the situation.

• Diversity

As an organization, we are committed to promoting the development of our employees by respecting and valuing diversity, as manifested in different cultures, professions, races, creeds, abilities, sexual orientations and thoughts. We promote the incorporation of these commitments at all levels of the organization, from the highest corporate governance bodies to the Board of Directors and throughout the teams in all the countries where we operate.

7. Procedure for the Investigation of Conflict of Interest, Corruption and Fraud Conduct.

• Non-Retaliation Principle.

Alianza Team prohibits retaliation against employees who report a possible suspicion or breach of a law, regulation, Alianza Team Policy Guidelines, the Ethics and Transparency Program or any of its policies.

Alianza Team employees must act free of pressure from third parties who are using their position, authority or influence in the Companies to fulfill their responsibilities.

• Conflict of Interest

For us, any situation that does not allow the simultaneous satisfaction of the interests of an employee and those of the organization when dealing with customers, suppliers, organizations or individuals who seek to do business with us, generates a situation of conflict.

From the beginning and throughout the working relationship, through this policy and other existing tools, we reinforce the commitment of Team People to immediately declare any situation that constitutes or may lead to the existence of a conflict of interest along with the necessary steps to report it.

The existence of a conflict does not in itself constitute a breach of labor obligations; failure to declare it in a timely manner does.

• Corruption and Fraud

All Alianza Team employees, together with contractors, consultants and other third parties, are responsible for denouncing or reporting to the Labor Relations and Integrity Committee, the Compliance Officer, or the Integrity line that Alianza Team has enabled, the possible events of fraud, corruption, bribery requests, transnational bribery, leading to corrupt conduct or other situations or improper acts contrary to the law or Alianza Team's guidelines, such as contributions, sponsorship and/or political, direct or indirect charitable donations, which act as a means of bribery and corruption committed or to be committed against the Companies, in order to implement corrective measures as well as to respond appropriately to such requests.

Compliance with the guidelines and procedures will be monitored by the Compliance Officer - or as it will be called in the future - who executes the review of the controls that are documented within the supervision and control matrices of the fraud and corruption risk, annually or when necessary. In turn, Alianza Team is responsible for reporting acts of corruption, bribery or transnational bribery to the competent authorities.

Investigations or reviews arising from notifications or identifications of corrupt, fraudulent or conflict of interest conduct will be conducted by the Labor Relations and Integrity Committee or the delegates assigned by them.

8. Risk Management Policy

We are aware of the importance of managing the risks to which the organization may be exposed and how these may affect the achievement of the objectives set.

The organization's Comprehensive Risk Management System, based on high standards of risk management and internal control, seeks to cover and mitigate risks at the strategic, financial, operational and compliance levels. We have a set of policies and procedures for the management and administration of risks in all operations and geographies, guiding actions towards their prevention, mitigation and improvement.

Through the implementation of a logical, systematic and structured model, we plan, identify, analyze, evaluate, control, monitor, record and effectively communicate the risks associated with an activity, process, area, project and thus effectively and efficiently achieve the objectives in the short, medium and long term.

The business continuity plan ensures the normal functioning of our operations, in the event that an unplanned event or threat may cause an incident or disaster that affects the normal operation of the business, as well as the need to recover in the shortest time possible to such events and return to normal operation.

• Climate change risks and opportunities

We act proactively in the face of the various scenarios derived from climate change, ensuring business continuity, resilience, and the fulfillment of our corporate purpose. We adopt the recommendations of the Financial Stability Board (FSB) and in line with the Task Force on Climate-related Financial Disclosures (TCFD), working to anticipate potential financial impacts of present or future risks and opportunities.

We integrate these elements into the corporate risk management model that works in line with international standards (ISO 3100:2018 - COSO ERM:2017) described in the Risk Management Policy. The Chairman's Committee manages the updating of the organization's strategic and emerging risks, as well as the monitoring and strengthening of controls for their management and treatment.

9. Intellectual Property and Regulatory Affairs Policy

In a context where information security is increasingly relevant, both for us and for our partners and collaborators, we are fully committed to the design and implementation of measures that guarantee the security, integrity and reliability of the organization's IT resources. We promote the use of best practices for the classification, management and safeguarding of information assets, ensuring compliance with legal and technical aspects of security in our Information Technology and Operation Technology environments.

10. Information Security Policy

In a context where information security is increasingly relevant, both for us and for our allies and collaborators, we are fully committed to the design and implementation of measures to ensure the security, integrity and reliability of the organization's IT resources. We detail through a regulatory framework of policies, procedures and standards the necessary guidelines to guarantee it, promoting the use of best practices for the management and safeguarding of IT assets and ensuring compliance with legal and technical aspects of security.

We have an information security model, consisting of:

• Governance Structure

Formed by a Security Committee whose purpose is to coordinate information security issues from a managerial point of view.

Consisting of CEO, VP Innovation and Digital Transformation, VP Corporate Affairs, VP Finance, VP Talent Development, VP Operations, IT Director, Country Manager BM, Communications Manager, Corporate Operations Coordinator and Corporate Information Security Coordinator.

• **Security Culture**

We generate a culture of information security through campaigns, training, talks with specialists and cyber-attack prevention practices.

• **Regulatory Framework**

The basis for the management and security of information is the Committee with a managerial focus that coordinates information security issues, and security policies and procedures are reviewed annually to ensure their validity.

• **Risk Management**

We identify and classify information assets, identify threats and establish the necessary controls to manage and minimize security risks.

• **Use of Technology**

We implement and constantly update the necessary technological security equipment and systems to minimize security risks. We constantly validate the system through “Ethical Hacking” exercises, cybersecurity audits and controlled internal exercises.

11. Personal Data Policy

Emphasizing how important it is for us to respect our people and allies, and with this, their personal information, whether it is public, private, semi-private or sensitive. We detail step by step how we ensure the proper use, treatment, transmission, transfer and handling of personal information with which we have in the development of our operations, the rights of the owners of the information, and the duties and responsibilities of those in charge to ensure at all times the fulfillment of our commitment.

The standards used by the Company for the treatment and protection of personal data comply with the highest regulatory requirements in the countries where we operate.

12. Policy on Self-Control and Risk Management System for Money Laundering, Financing of Terrorism and Financing for the Proliferation of Weapons of Mass Destruction (SAGRILIFT)

The Company is committed to participate in the market in a loyal, responsible and correct manner, analyzing its exposure to these risks, in order to establish its own system of self-control and management of ML/FT/FPWMD risks, according to the characteristics of the business, the goods and services offered, their commercialization, the geographic areas where we operate, among other aspects that are relevant in the design and implementation of the same. This Policy must be consulted and observed by all company officers, who must put its observance before the achievement of commercial goals.

Our SAGRILIFT System provides support in the management of this structure together with the internal control bodies and methods implemented that allow us the early detection of unusual and suspicious operations, and the prevention of ML/FT/FPWMD crimes. Through follow-up and monitoring by the Compliance Officer, and the commitment of all employees to know, comply with and disseminate the aspects related to this policy, we ensure compliance with this system and the mitigation of the associated risks.

One of the main instruments to prevent and control the ML/FT/FPWMD risks to which we are exposed is the application of Due Diligence measures. Through this we adopt measures for the knowledge of the counterparties, their business, operations, products and the volume of their transactions, with a risk-based approach that allows us to identify the counterparty and verify its identity, the final beneficiaries, the structure of its ownership and the intended purpose of the business relationship.

The Due Diligence process must be performed on an ongoing basis during the business relationship, examining the transactions carried out, to ensure that the transactions performed are consistent with the knowledge we have of the counterparty, its business activity and risk profile, including when necessary the origin of the funds.

13. Responsible Purchasing Policy

Driven by our corporate purpose of nurturing a better tomorrow, we work every day to leave a better future for the next generations. We seek the assurance of our principles and values along with the fulfillment of our stated environmental and social commitments throughout our value chain.

This policy applies to all Alianza Team operations, subsidiaries and joint ventures. Our suppliers are expected to comply with this policy in all their operations, including properties, joint ventures and external suppliers along with their operations. We extend compliance with these commitments to all raw materials, products and services that Alianza Team purchases and/or commercializes.

Our main commitments:

1. Zero deforestation and traceability to mill and plantation by 2030 in all our agricultural supply chains.
2. Support our suppliers to include smallholders in our supply chains.
3. Strengthen the current complaints and grievance mechanism, being a benchmark in the industry.
4. Report the progress of the Responsible Sourcing Strategy in our communication channels in a timely and transparent manner.

Through our supplier identification, evaluation and selection process, we ensure compliance with the following aspects for any goods or services required, including transportation and/or logistics, and we extend these guidelines to the direct suppliers of our suppliers to ensure compliance throughout the entire chain. We work within the organization and with our suppliers to build a transparent supply chain that works for sustainable agriculture in harmony with the community and the ecosystem, meeting the following criteria:

• Integrity, compliance and transparency.

As part of our ethics and compliance program, we maintain a culture of acting ethically, complying with local, national and international legislation, applied to our own operations and those of third parties; therefore, all processes and transactions must strictly abide by the related policies and standards to ensure due process in operations and compliance with the applicable regulatory framework in force at all times. There will be a visible commitment to the fight against corruption in all its forms and zero tolerance to any type of discrimination and harassment, with adequate reporting mechanisms.

• Quality and service

We ensure compliance with the basic principles of supplier identification, evaluation and selection processes, as well as competitiveness, quality and service level for all required products and services. We verify the existence of a documented strategy and process that allows our suppliers to identify, manage and treat operational and financial risks.

For raw materials of animal origin, we promote practices that ensure animal welfare, in accordance with the World Organization for Animal Health (WOAH), especially the "Five Freedoms": freedom from hunger, thirst and malnutrition; fear and suffering; physical and thermal discomfort; pain, injury and disease; and freedom to express normal patterns of behavior.

• Labor Standards and Practices

Committed to the strictest labor and environmental standards in all the places where we operate, we emphasize the importance of respecting and complying with the following aspects throughout our chain:

1

• Occupational health and safety:

It is the responsibility of the employer to ensure the comprehensive protection of employees and their suppliers by ensuring the implementation of health, safety and hygiene measures, guaranteeing the necessary personal protection elements and resources to adequately perform their work.

2

• Ethical hiring:

Ensure equal opportunity in hiring employees in an ethical manner and in compliance with legal standards, including compensation, disciplinary measures and good dismissal practices.

3

• Child or forced labor/slavery:

It is essential to apply ethical hiring practices, ensuring that all employees are treated with dignity in the workplace, guaranteeing their health and safety conditions, ensuring compensation commensurate with their work and in compliance with the law, including paid days off, decent housing (if applicable) and recognition for overtime, along with the communication of these guidelines in clear language for their understanding. Ensure that child or forced labor is not used, guaranteeing through guidelines and auditing procedures, control and monitoring of the chain.

The following are explicitly prohibited: charging recruitment fees, withholding identity or passport documents, contract substitution, fines or financial penalties for voluntary termination of contracts and others that go against ethical recruitment.

4 • Working together with our suppliers to ensure the **inclusion** of smallholders in our supply chains.

5 • **Human Rights (HR):** Guided by the rights established in the International Bill of Human Rights and the fundamental rights of the Declaration of the International Labor Organization, the UN Guiding Principles on Human Rights and Gender Equality, Alianza Team requires its suppliers at all levels to commit to respecting all internationally recognized human and labor rights, not to promote or allow violations or be complicit in abuses of these within the organization or along its value chain.

We recognize the importance of having a process of free, prior and informed consent (FPIC), before the start of a project or activity on land and/or intervention to resources, where they have legal, communal or customary rights and that requires obtaining it, being this applicable to indigenous peoples and in general to all local communities.

6 • **Non-aggression and non-violence:** Zero tolerance for acts of violence, harassment and/or aggression against organizations and individuals with a recognized track record of civic and/or social activism, defenders of nature, human rights defenders, socio-environmental rights of communities and traditional peoples.

7 • **Discrimination and harassment:** All employees should receive equal opportunities without discrimination based on race, sexual orientation, gender, political preference, religious belief or any other factor that negatively affects opportunities in the workplace and the work environment.

8 • **Right to free association and collective bargaining:** This right will be respected at all times by employees without the generation of reprisals or measures that could be considered as persecution or affectation to the free exercise of this right.

9 • **Reporting and remediation mechanisms:** There will be channels and mechanisms available and accessible to all stakeholders, where they can process an impartial and transparent management and timely and appropriate solution to their complaints, claims or others. We have an Integrity Line available to all our stakeholders through which they can report cases of violations or concerns of these policy guidelines. Details are provided in the first section of this document. Appropriate remediation measures will be taken in the event of situations or negative consequences to the human or labor rights of indigenous peoples and other local communities.

• **Environmental stewardship**

We promote the use and implementation of environmentally friendly technologies and practices aimed at the more efficient use of natural resources and the reduction of environmental impacts in our operations and those of our suppliers. We also promote a culture of environmental responsibility within the organization with the participation of all employees.

We seek the adoption of eco-efficiency and clean transportation practices by our transportation service providers to control and mitigate greenhouse gas emissions, among other environmental impacts. For agricultural raw materials, particularly those from palm oil and soybeans, we promote the implementation of good sustainable agricultural practices in the operations of each of our suppliers at all levels to ensure:

• **Deforestation-free agricultural supply chain by 2030.**

As part of our NDPE commitment (No Deforestation, No Peat Expansion and No Exploitation of People and Communities) and biodiversity conservation in our own operations and those of our suppliers as well as in their value chain we work to ensure:

- Prohibition of conversion of: high conservation value areas (HCV)¹, high carbon stocks (HCS), peatlands regardless of their depth and other ecologically sensitive landscapes identified as the Brazilian Amazon and Cerrado and the Gran Chaco of Argentina and Paraguay, among others², understanding the importance of these areas in the conservation of biodiversity. We require compliance with these guidelines from our suppliers of agricultural raw materials as of December 31, 2015.
- Prohibition of burning for the preparation of new plantations or replanting.
- Sustainable management and use of natural resources, adapting good agricultural practices.
- Responsible pest management and limits for the use of agrochemicals.
- Measurement, reporting and reduction of greenhouse gas emissions.
- Integrated waste management, protecting the ecosystem and human health.

¹ To learn more about the HCSA methodology visit: www.highcarbonstock.org

² We understand the areas of high conservation value according to the definition and guidelines of the High Conservation Value Resources Network.

- Compliance and respect for the rights of neighboring communities and for the responsible development of new plantations by suppliers, including their independent suppliers (smallholders).
- No exploitation of people or local communities.
- Respect for the legal or customary land tenure and land use rights of indigenous and local communities, as well as their rights to give or withhold their free, prior and informed consent for operations affecting their lands or resources.

We monitor the progress and implementation of our environmental and social commitments throughout our supply chain through the Supply Chain Monitoring and Verification System, mitigating associated risks and developing our suppliers by building individual work plans, under the accompaniment of an independent third party; thus guaranteeing the long-term supply of raw materials and identifying opportunities to develop programs and initiatives that guarantee the promotion of economic, environmental and social development in the communities where we have influence through the Supplier Management Plan and corporate volunteering.

14. Supplier Code

As a prerequisite for the acceptance of any business relationship with us by our suppliers or contractors, we require written acceptance of the commitment to comply with our principles and standards, specifically business ethics, commitment to environmental protection, human rights and labor relations, responsibilities in occupational health and safety and the prohibition of alcohol and prohibited substances in the development of our operations, the prevention of money laundering and terrorist financing and the protection of personal data.

Additionally, it details the mechanism for reporting violations of our standards, or suspicions thereof, through the Integrity Line or directly with the Compliance Officer so that any supplier, contractor or third party in general, can access this.

Voluntary Agreement for Zero Deforestation in the Palm Oil Supply Chain in Colombia.



In December 2017, we signed the Voluntary Agreement to ensure no deforestation in our supply chain of palm and its derivatives by our national and international suppliers as a corporate commitment.

Through this intersectoral work, led by the Colombian Ministry of Environment and Sustainable Development, and with the accompaniment of different entities, we will have a structured work plan by 2020 at the latest, resulting from a diagnosis of our current chain, with clear mechanisms for monitoring, follow-up and quantifiable goals that lead to the fulfillment of the objective that is to **ensure by 2030 that our national and international supply chain will be free of deforestation.**

Self-Regulatory Commitment in Advertising to Children Under the Age of Twelve



We voluntarily control advertising on television and in educational institutions, in compliance with established guidelines, ensuring that our advertising is responsible and respectful of our consumers.

15. Aliados Somos + (With our allies we can accomplish more)

As the main umbrella of the different programs, initiatives and activities that are carried out throughout the organization with the different stakeholders in order to generate a positive social and/or environmental impact, we work on capacity building on 4 fronts for the fulfillment of our corporate strategy and purpose of nurturing a better tomorrow:

Education and employability cycle:

- First job opportunities.
- Comprehensive development of human capital.
- Inclusive business and employment.

Entrepreneurship:

- Support for ventures close to the value chain.
- Environmental management and protection of natural resources.

Health, education and housing:

- Programs for access to quality health care.
- Promotion and interest in access to decent housing.
- Access to quality education and formalization of basic studies.

Food security:

- Proper handling and use of food products.
- Nutrition programs and generation of opportunities to improve the quality of life of vulnerable populations.
- Activation and participation in campaigns for the care of local communities.

We have strategically prioritized six stakeholders to carry out initiatives based on networking, value generation, well-being and solidarity:

- 1 • **Employees:** Promote actions that allow access to health, housing and education, guaranteeing optimal conditions for our collaborators and their families.

- 2 • **Clients and consumers:** Strengthen the economic, social and environmental development of our clients and consumers by generating tools that enable capacity building for sustainable business continuity.

- 3 • **Communities:** Establish initiatives that allow us to build installed capacities which generate dignified conditions for the local communities where we operate. We seek to maintain open and reliable communication channels with the community, local authorities and strategic allies in the area of influence.

- 4 • **Suppliers:** Committed to the development and growth of our suppliers, we seek to establish alliances and programs to strengthen their operations in order to establish commercial relationships based on trust and commitment.

- 5 • **Special allies:** Organizations of public, private or social nature that allow the development of programs and projects articulated to our work fronts in order to generate cooperative relationships for the development of our environment.

- 6 • **Government and local authorities:** National and/or local entities through which we rely on for a strategic institutional relationship to promote common objectives and interests.

• **How do We do it?**

We work to develop tools to mobilize projects and initiatives for our stakeholders through:

Volunteering:

We promote awareness through the talent and solidarity of our collaborators, allowing us to manage knowledge and actions aimed at caring for our prioritized stakeholders.

Donations:

We contribute to the initiatives of our allies in order to meet their goals. We are committed to zero food loss and waste, so we work hand in hand with partners that allow us to give a second chance to our products with short shelf life and low rotation.

Impact Projects:

We generate opportunities that allow growth articulated to our principles and values as an organization, ensuring economic, environmental and social criteria in concrete actions that add value to our stakeholders.



• **Relationship Protocol:**

Knowing and understanding the needs and expectations of our stakeholders, and building long-term relationships based on transparency, trust and mutual benefit is a priority for the organization. We relate with the communities and the different actors present in the environment guided by the following criteria:

- The guidelines described in this document are corporate in nature and establish the work focuses to be developed locally in the different areas of operation.
- The local teams authorized in each plant are responsible for the development of a strategic relationship taking into account their understanding of the local context, the operation and the capacity to identify mutually beneficial actions with the different stakeholders, being consistent with the corporate guidelines.
- There are several communication channels - verbal and written, physical and digital - that can be used for this purpose. In all cases we guarantee a reception, treatment, management and response according to the nature of the same, ensuring transparency and reliability in the relationship.
- From the values that represent us as Team People, we communicate in a clear and transparent manner the commitments that we can assume and those that we cannot, according to corporate guidelines.
- In any scenario that generates doubts about a possible reputational impact, the Corporate Affairs team should always be consulted for due analysis.
- The exchange of information between the local teams and Corporate Affairs is continuous to ensure the consolidation and quantification of the results and impact generated by the different initiatives.