

AZÚCARERA EL VIEJO S.A



Policy

Type Area Process Consecutive

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Version: 1

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Title:

Code of Ethics for suppliers

Revised by:

Provisions Department

Date of Implementation:

September 16, 2015.

Approved by: General Management

I. OBJECTIVE

The objective of this document is to establish a Code of Ethics for our suppliers, which seeks to promote ethical and efficient, responsible practices that contribute to the economic, environmental, and socially responsible development.

II. SCOPE

It applies to all suppliers, current and new.

III. RESPONSIBILITIES

It is the responsibility of the provisions department to see that every supplier fills out and signs the supplier's code of ethics.

IV. DEVELOPMENT

4.1 Introduction

Azucarera El Viejo knows that it is necessary to work under a scheme of sustainable development in order to secure the permanence of the business, and we are sure that it is the right approach for our business and for the planet.

A part of this commitment is to measure its performance on the three dimensions of sustainability: the economic, the social, and the environmental. To achieve this, we have incorporated Corporate Social Responsibility in our business strategy.

A strategic part of the company's sustainability is found in its supply chain, since our suppliers are vital for reaching our goals and objectives as an agro industrial company, and we know that our impact on the chain is important for social and environmental issues. For

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this end, the Code of Ethics was created for responsible suppliers who wish to promote responsible, ethical and efficient practices that contribute to a responsible economic, environmental and social development.

Therefore, all current suppliers or those who want to become one, must know and manifest their commitment to the following principles:

4.2 Economic Scope – Business Conduct

Azucarera El Viejo manages its purchases in a competent, honest, and speedy fashion. The company makes purchases based on quality, technical service, price, punctuality, and administrative services as part of our management system, and promotes social and environmental investment as decisive factors for selecting providers.

- The company promotes an environment of equality, transparency, competitiveness and seriousness. Therefore, it has implemented a Policy for the Purchase of Goods and Services and develops Supplier Selection processes that avoid conflicts of interest.
- All suppliers must conform to the provisions established by the current legislation of the country.
- No business information delivered by the company to the suppliers for the opening of credit can be divulged to third parties.
- All personnel involved in managing purchases is aware of the ethical and professional behavior it must keep while negotiating and it must make sure that the above provisions be observed.
- Gifts or support will only be accepted from committees approved by the general management and which do not generate a benefit for a specific person but for the community.
- Bribes to our collaborators in exchange for receiving better treatment, service, or preference for a business will not be tolerated.
- Personal invitations that would put into question the transparency of a business deal or the reputation of our collaborators will not be accepted.
- The company handles its accounting records with transparency, under the current standards.
- Any report on this topic can be made confidentially at: denuncia@elviejocr.com

4.3 Social Scope –Human Rights

Azucarera El Viejo complies with the applicable laws and with the standards ratified in the Universal Declaration of Human Rights. Our principles in relation to this topic are:

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- No hiring of child labor: Azucarera El Viejo will not hire anyone under the legal age allowed by the government and by the Universal Declaration of Human Rights, nor will it allow abuse to any of its collaborators.
- Equality: Azucarera El Viejo treats its employees fairly and does not discriminate based on race, color, sex, language, religion, political any other kind of opinion, national or social origin, economic position, birth or any another condition.

4.4 Labor practices

Azucarera El Viejo has set in place competitive labor practices that comply with the legislation and with the international standards defined by the International Labor Organization. Therefore, we require that our suppliers conform to the law and with applicable labor standards.

All suppliers shall:

- Compensate their employees fairly and competitively and provide them with opportunities to develop their abilities and skills.
- Health and safety at work: make sure that their workpeople should carry out their functions under the current occupational safety standards, providing them with equipment, training, and a safe workplace.
- All providers hired for works inside and outside the company facilities will have to comply with the company's safety guidelines.
- Comply with the working day established by the Ministry of Work.
- Every company that provides professional services or products to the company will have to comply with the legal obligations established by the Ministry of Work and with the corresponding costs of social security contributions. In addition, they must deliver a certification of said compliance when requested.

4.5 Environmental Scope

Azucarera El Viejo assumes its environmental responsibility, undertaking the following commitments to contribute to the continuous improvement of environmental quality and to lower its impact on it: striving to reach carbon neutrality, preserving a proportion of its own land, conducting comprehensive management of water resources, conducting responsible management of production inputs and waste and, finally, complying with the applicable national legislation.

All suppliers shall:

- Understand their contribution to the greenhouse effect and the resultant climate change of the planet and strive to reduce their greenhouse gas emissions as to not generate excessive and unnecessary emissions in the production and transport of their products.

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- Comply with the principle of the producer's extended responsibility in the subject of waste management, trying, whenever possible and necessary, to offer an alternative for the appropriate final disposal of the waste generated by the use or disposal of their products.
- Guarantee that the production and use of their products should not bear a significant non-controlled negative impact on water resources, the environment, or the soil.
- Comply with the current and applicable national legislation and environmental regulations.

Supplier's acknowledgement of receipt and acceptance:

The undersigned, _____, acting as _____, as responsible for the sales processes of the _____ Company, supplier code _____, certify that I have been formally served the Responsible Supplier's Code of Azucarera El Viejo, which I understand, and I promise to conform to the guidelines stemming from this document.

I accept the terms _____

Date: _____