

# CODE OF ETHICS AND CONDUCT FOR SUPPLIERS, CONTRACTORS AND THIRD PARTIES WHO WORK WITH MONTES DEL PLATA



## Introduction

At Montes del Plata we are committed to working with integrity and in a sustainable manner as established in the Company's Code of Ethics and Conduct. We know that compliance with our standards depends, to a large extent, on the work of our suppliers. For this reason, it is essential to specify a set of rules that allows us to work in accordance with the same values and principles.

This document summarizes the ethical principles and minimum standards of conduct that guide the behavior of Suppliers and Contractors, as defined herein, who work with Montes del Plata. These guidelines do not replace or supersede other internal policies or procedures, but rather complement them in conjunction with applicable legislation.

## Definition

“Supplier” or “Contractor” refers to any person or legal entity that supplies products or services to Montes del Plata (“MdP”). This definition includes, in addition to suppliers and contractors that have a direct contractual relationship with MdP, their suppliers and contractors and their subcontractors.

## 1. Regulatory Compliance

Suppliers and Contractors must comply with all applicable national and international legal, administrative and regulatory standards and other standards which the organization upholds, as well as those applicable to the department where they conduct their activities.

## 2. Behavioral Integrity and Respect for Human Rights

MdP expects its Suppliers and Contractors to respect and protect human rights in the workplace and during work activities in order to ensure that the conditions they provide for their workers and collaborators comply with applicable laws, standards and international agreements.

Suppliers and Contractors must respect human rights of their employees by ensuring that no employee suffers abusive treatment or any violation of their physical or mental integrity, discrimination on the basis of race, color, ethnicity, religion, nationality, gender, sexual orientation, age, physical ability, political or social opinion, union membership or marital status.

Under no circumstances may Suppliers and Contractors use or

benefit from forced or involuntary labor, and shall strictly comply with national legislation and ILO Convention 138 regarding Child Labor.

Working conditions must comply with the corresponding laws and regulations existing in Uruguay, including compliance with standards related to minimum wages, duration of the workday, maximum daily workday, weekly rest period, among others.

Possession of weapons by employees of Suppliers and Contractors is prohibited, at MdP premises as well as in third-party establishments where MdP carries out its operations.

Suppliers and Contractors must recognize and respect the right of employees to freely associate and bargain collectively in accordance with the country's standards.

## 3. Occupational Health and Safety

The health and safety of people working directly for MdP or for MdP's Suppliers and Contractors is a priority.

Suppliers and Contractors must provide their workers with a safe working environment, where occupational risks are duly controlled or mitigated. They must provide, where necessary, appropriate protective equipment to prevent accidents or adverse health effects, establish appropriate procedures and structures for the effective management of health and safety risks, and train employees regarding these procedures.

## 4. Environmental Sustainability

MdP expects its Suppliers and Contractors to manage their activities in an environmentally responsible manner, with the goal of complying with requirements as defined in laws, regulations, permits and in general with applicable regulations.

Suppliers and Contractors are responsible for measuring and managing environmental aspects resulting from their activities and facilities in order to prevent and/or minimize pollution and negative impacts on the environment, taking particular care of natural resources, in accordance with applicable legislation to their activities.

If applicable, Suppliers and Contractors must comply with the following conditions:

- a. Obtain and maintain the necessary permits and licenses and

comply with information requirements stipulated therein.

- b. Assign responsibilities for environmental issues within their organization.
- c. Ensure their employees have the necessary knowledge and experience in terms of environmental information related to their corresponding activity.
- d. Ensure there are written instructions covering critical processes with potential environmental impacts.
- e. Manage waste responsibly, specially hazardous waste treatment according to the corresponding legislation and manufacturer's instructions.
- f. Systematize, manage and store the reporting of incidents and environmental non-conformities that take place as well as any complaints received.
- g. Respect restrictions and conditions established by MdP's environmental authorizations, and hereby declare to acknowledge and accept them.

## 5. Relationship with the Local Community

Every Supplier and Contractor must show respect for the culture, customs and values of the local communities and the society where they are located, encouraging dialogue and always acting as a responsible neighbor.

## 6. Business Integrity and Prohibited Practices

MdP requires its Suppliers and Contractors to conduct their business in an honest manner, respecting the rules applicable to them.

In particular, Suppliers and Contractors must ensure that they do not engage in any unlawful act or activity such as corruption, bribery, extortion or fraud. Suppliers must pay particular attention to avoid becoming involved in the following crimes:

- a. Theft
- b. Asset Laundering
- c. Bribery of Government Officials, National or Foreign (Bribery)
- d. Terrorism financing

Under all circumstances, all Suppliers and Contractors must avoid participating or being involved in any form of bribery. They are prohibited from offering, asking for or accepting, either directly or indirectly, bribes to government officials or individuals.

## 7. Fair Competition

Suppliers and Contractors will conduct their businesses in compliance with fair competition and antitrust laws.

## 8. Asset Protection

Each Supplier and Contractor must handle MdP's assets, information and personal data related to MdP or obtained through it with due care.

## 9. Confidentiality

Suppliers and Contractors must respect the principles of confidentiality, regarding non-public information to which they may have access as a result of their relationship and activities with MdP.

Likewise, MdP requires its Suppliers and Contractors to respect intellectual property rights and trade secrets of others.

## 10. Responsible Sourcing

In their supply chain, MdP Suppliers and Contractors must promote compliance with the principles described in this Code. They must know their business partners and be able to identify and mitigate the risk of their involvement in illegal business activities or violations of this Code.

## 11. Compliance with the Code of Ethics and Conduct

MdP requires its suppliers to implement procedures to ensure proper compliance with this Code.

For this purpose they must:

- a. Identify the persons responsible in the company for ensuring compliance.
- b. Identify areas where there may exist a compliance risk.
- c. Distribute this Code throughout the company's channels - including written media - to employees who participate in any MdP-related activity.
- d. Train related employees about the issues covered by the Code.
- e. Monitor compliance.
- f. Establish sanctions in case of non-compliance.
- g. Require equal or equivalent compliance standards from suppliers and business partners with whom they work or intend to work to provide goods or services to MdP.

If any MdP supplier becomes aware of a breach to this Code, MdP must immediately be informed and the necessary steps must be taken to stop said breach and mitigate any negative impact of such conduct.

MdP may hold personal meetings or conduct workplace audits to verify the supplier's compliance and may possibly make recommendations

regarding aspects that it deems necessary to be corrected or improved. Suppliers must accept these verifications and compliance audits and follow the corrective actions indicated by MdP.

MdP Suppliers and Contractors must comply with this Code. Any breach may lead to the immediate termination of any contractual relation with MdP.

### **12. Ethical Complaints**

MdP has an anonymous complaint channel on its website where

possible violations of this Code can be reported. Accordingly, each Supplier and Contractor shall train their employees regarding said channel and the need to for it to be used in case they become aware of any breach of this Code.

### **13. Questions or Concerns**

If you have any questions about what to do in a particular situation or other queries, we invite you to contact us at: [comite.etica@montesdelplata.com.uy](mailto:comite.etica@montesdelplata.com.uy)