

SUPPLIERS AND CONTRACTORS MANUAL

At Terpel, this is not called a code of conduct. We have a document called SUPPLIERS AND CONTRACTORS MANUAL. It includes the necessary information on OHS policies and guidelines, general technical requirements and safety regulations, as well as environmental and governance requirements, to be met by Terpel contractors and suppliers.

1. Overall Objective

To establish the HSEQ guidelines for the technical requirements and safety regulations to be met by TERPEL S.A.'s contractors, independent workers, and suppliers.

2. Scope

The requirements defined in this document apply to natural and juridical persons, contractors, subcontractors, and independent workers who are contracted by or do work for TERPEL S.A.

The following are the pages on which guidelines can be found for social, environmental, and governance issues.

1.7.1 Supplier Code of Conduct:

- Working conditions (e.g., working hours, physical/mental demands of the workplace, wages, benefits)
- Occupational health and safety
- Environment
- Resource efficiency

3.1 Policy for quality, occupational health and safety, and the environment. Page 5

Organización Terpel S.A. and its related companies distribute and sell fuels and produce and distribute lubricants while protecting the health and safety of our employees, suppliers, contractors, subcontractors, visitors, communities, and other stakeholders. We do this by establishing healthy and safe conditions for the work, in harmony with the ecosystems with which we interact.

3.2 Policy on psychoactive substance abuse and prevention Page 6

Organización Terpel S.A. has a program for the prevention of psychoactive substance abuse. Its main activities include the dissemination of information to contractors and visitors about strategies for preventing the use of these substances and the effects they can have on a person's body, work, and family life.

5. General HSEQ requirements in contracting Page 8

All contractors must submit a technical proposal reflecting the characteristics, conditions, and technical specifications of the offer corresponding to the provision of the service. In particular, it must include a section describing the characteristics, conditions, and technical specifications of the service, the environmental and health and safety measures implemented by the contractor to prevent and minimize the risks posed by the service



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provided, as well as any other information the contractor deems appropriate to make its offer more comprehensive relative to the service that is the object of the contract.

- 5.2 Regulatory framework
- 5.3 Environmental management
- 5.4 Obligations related to occupational safety

6. Requirements for the execution of work Page 25

This chapter provides clear and complete guidelines for preparing the tender and executing the works in such a way as to ensure an objective selection that is not misleading for either the contractor or Terpel. Depending on the service to be provided, the data sheets listed below must be applied:

- **6.2 Comprehensive waste management**
- 6.3 Management of discharges
- 6.5 Efficient use of natural resources
- 6.6 Plant and wildlife management
- 6.7 Work at heights

7. Technical conditions for contracting services. Page 46

This section defines the environmental and health and safety risks that contractors must manage based on the type of service to be provided at the work centers.