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SERTECPET®

SERTECPET
Supplier
Code of
Ethics

MISSION STATEMENT

Generate comprehensive solutions for the energy sector with cutting-edge technology

VISION STATEMENT

Excellence in Energy Solutions Worldwide.

VALUES

Responsibility

We are driven by passion, continuously challenging ourselves to exceed our clients' expectations, always striving to exceed objectives and improve results, with complete professionalism, determination, and punctuality.

Integrity

We act with rectitude, integrity, and honesty, seeking to satisfy the company's legitimate interests. We maintain a truthful and fair attitude, adhering to moral principles and complying with the law. We always act truthfully; we are trustworthy, sincere, consistent, and respectful of the rights of society and the environment. We fight against corruption at all levels.

Commitment

Our actions fully comply with the Company's principles and policies. We assume our duties with conviction and adherence to our strategic objectives, as well as the consequences of our actions, words, and commitments. We contribute to society by generating value within the industry and turning innovation into an organizational prowess, seeking to improve industry results substantially.

Our organizational efficiency and effectiveness are the result of our commitment to order and cleanliness.

Respect

We comply with the standards and policies for social, environmental, professional, and business coexistence within and outside the Organization. We understand, listen to, and value others without violating their rights.

SERTECPET Supplier Code of Ethics

1 PURPOSE

The Supplier Code of Ethics is primarily intended to guide the conduct of qualified suppliers of SERTECPET S.A. for goods and services, and for all locations that have adhered to its ethical and anti-bribery regulations (hereinafter SERTECPET), as well as its main subcontractors or strategic allies when doing business or seeking business opportunities. In this sense, the purpose of defining these guidelines is to promote integrity throughout society, where human rights, and good business and environmental practices are respected, providing reassurance to our clients and authorities that SERTECPET is committed to promoting ethical values throughout its entire value chain.

According to this document, a "qualified supplier" (hereinafter "supplier") is defined as a third party of any legal nature that provides goods and/or services and receives payment from SERTECPET upon effective and compliant delivery of such goods and/or services, resulting from the company's operations. Suppliers are classified according to the current Supply and Logistics procedure. This definition of "suppliers" excludes transactions related to the purchase of land, royalties, commercial leases, government entities and/or public services, and financial institutions.

2 GENERAL DESCRIPTION

SERTECPET is committed to operating in a socially responsible manner, achieving long-term sustainable benefits for the communities where it operates, and fostering a culture of compliance with all its stakeholders. By applying its corporate values, SERTECPET earns the trust of its stakeholders and creates shared values for society as a whole. Qualified suppliers and strategic allies are required to understand and follow the guidelines of the Supplier Code of Ethics, as well as their contractual terms and conditions.

Consequently, because of their ethical commitment, qualified suppliers agree to comply with the guidelines and principles of SERTECPET's Anti-Bribery and Anti-Corruption Policy. Therefore, it is the suppliers' responsibility to stay up-to-date with the company's anti-bribery and anti-corruption regulations, accessing the official SERTECPET website to download the respective policy and familiarize themselves with its contents. If requested, these regulations can be shared directly with representatives of the Supply and Logistics Department. Suppliers are required to share the contents of this Code of Ethics and SERTECPET's Anti-Bribery and Anti-Corruption Policy to all their employees, dependents, and representatives.

All qualified suppliers of SERTECPET must aid our Corporate Social Responsibility initiatives through the application of this Code. This commitment means that SERTECPET and its suppliers share common goals and benefit from the fulfillment of these goals.

This Code of Ethics purpose is to help qualified suppliers understand their responsibilities and raise awareness about our company, our corporate values, and the ethical standards they must follow in their business dealings with SERTECPET, which are mandatory for qualifying as our suppliers.

Failure to comply with the precepts of this Code of Ethics, the Anti-Bribery and Anti-Corruption Policy, and all regulations applicable to qualified suppliers will result in the immediate termination of all business ties with SERTECPET, without prejudice to any legal action initiated under current legislation. These provisions will apply in the event of noncompliance by employees, dependents, or representatives of the qualified supplier.

3 APPLICATION

To become a supplier included in SERTECPET's Master Supplier List, all qualified suppliers must read, accept, and comply with all SERTECPET Policies, detailed as follows. In order to ensure that our suppliers adhere to and maintain SERTECPET's ethical and conduct standards and best practices, qualified suppliers are responsible for staying up-to-date with these regulations.

Therefore, suppliers must access our official website to download the documents or request them directly from the Supply and Logistics department. Ignorance of these precepts will not justify noncompliance and will result in the consequences set forth in the previous section.

Qualified suppliers agree to allow SERTECPET access to their facilities or related documentation at any time, provided that this is done for the purpose of verifying that the supplier is complying with contractual obligations and the provisions established in this Code of Ethics, the Anti-Bribery and Anti-Corruption Policy, and related regulations. Failure to allow SERTECPET justified access will be considered a breach of this instrument and will entail the consequences specified in the previous point.

Below, we summarize some mandatory provisions for qualified suppliers:

3.1 Health, hygiene and safety

Qualified suppliers agree to respect the health and safety of all their workers, as well as to create safe working conditions and a healthy environment for workers who provide goods or services to SERTECPET.

Suppliers must implement an effective and efficient safety program. Suppliers must anticipate, identify, and assess emergencies and minimize their effects or impact by implementing emergency plans and response procedures. Suppliers must comply, where applicable, based on the goods or services they provide, with SERTECPET's Occupational Health, Safety, and Environmental Policy, all standards and procedures, as well as contractual clauses and specific provisions regarding health, hygiene, and safety.

3.2 Environment

Depending on the service or good provided, qualified suppliers must comply with SERTECPET's Occupational Health, Safety, and Environment Policy and all applicable standards and procedures, as well as contractual clauses regarding the environment. Suppliers must:

- Support a preventive approach that favors environmental protection.
- Undertake initiatives to promote greater environmental responsibility.
- Encourage the development and diffusion of environmentally friendly technologies.

Within the scope of their specific capabilities and resources, qualified suppliers commit themselves to utilize the best available practices to prevent environmental degradation, improve the quality of life on the communities they influence, and effectively prevent the adverse effects of climate change.

3.3 Compliance with the law

All qualified suppliers must comply with all applicable laws, rules, and regulations in each jurisdiction in which they operate with SERTECPET. Local laws in some cases may be less restrictive than the principles set forth in this Supplier Code of Ethics. If local laws are more restrictive than the Supplier Code of Ethics, suppliers are expected, at a minimum, to comply with applicable local laws.

SERTECPET is committed to supporting the development of sustainable businesses and economic opportunities where it operates, thus qualified suppliers are required to comply with all applicable laws and contractual commitments applicable to SERTECPET.

Qualified suppliers must guarantee that the possessions and resources that comprise their assets are of lawful origin and do not correspond to any type of illicit activity identified in current legislation, regarding the prevention and eradication of money laundering and crime financing.

3.4 Anti-bribery and Anti-corruption

All qualified suppliers must comply with applicable anti-bribery and anti-corruption laws in each country, including our Anti-Bribery and Anti-Corruption Policy, which must be adhered to and accepted along with this document. Suppliers must not offer or promise anything of value with the intent of improperly influencing decisions or actions regarding the goods or services a supplier provides to SERTECPET, or to obtain an improper advantage, directly or indirectly to: (i) a government official and/or official of a public company (ii) SERTECPET employees (iii) employees, directors, or representatives of clients, beneficiaries, or third parties related to SERTECPET.

Suppliers must inform SERTECPET if any of their directors, officers, shareholders (direct or indirect), employees, or officials responsible for the goods and/or services provided to SERTECPET are or become government or public company officials. In addition, each supplier must comply with the Anti-Bribery and Anti-Corruption Policy, SERTECPET standards and procedures, as well as contractual clauses regarding the fight against corruption.

These provisions must be observed and complied with regarding supplier's relationships with officials of non-state owned companies.

Noncompliance with the Anti-Bribery and Anti-Corruption Policy guidelines will not be tolerated. Failure to comply will result in the termination of the business relationship with the supplier, without prejudice to any legal action for damages that may be initiated.

3.5 Human Rights

Qualified suppliers must support and respect the protection of human rights as recognized by international organizations, recognized by Ecuador, primarily those related to the International Labor Organization (ILO), the Universal Declaration of Human Rights, the International Association of Oil & Gas Producers (IOGP), and other labor rights frameworks. Qualified suppliers must ensure that they are not complicit in human rights violations, human trafficking, child labor, terrorist financing, all forms of slavery, forced labor, and other forms that violate the dignity of protected individuals and people.

Suppliers must comply with the International Charter of Human Rights when providing goods and/or services to SERTECPET, which will not tolerate threats, intimidation, or attacks against human rights defenders. Suppliers recognize and adhere to the principles on which SERTECPET is based: freedom of association; the elimination of all forms of forced or compulsory labor; the effective abolition of child labor; the elimination of discrimination in employment and occupation; occupational safety and health (OSH); promotion and security of employment; respect for human rights; equal opportunities and training; and the prevention and fight against harassment and all forms of violence.

3.6 Work

Workplace harassment can occur in different forms and may constitute a violation of labor and human rights laws. Therefore, qualified suppliers must ensure their employees a safe, dignified, and respectful work environment.

Suppliers must promote:

- The elimination of all forms of forced and compulsory labor.
- The effective abolition of child labor.
- The elimination of discrimination in employment and occupation.
- Freedom of association.
- Equal treatment and non-discrimination of any kind in the workplace.

3.7 Ethics

Qualified suppliers must be committed to SERTECPET's principles and ethical conduct, especially when dealing with workers, suppliers, government, public company officials, and regulatory authorities.

Suppliers must respect fair business standards in advertising, sales, and competition, refraining from malpractice such as insider trading or unfair competition. Supplier employees must act fairly and impartially and must avoid real or perceived conflicts of interest in their business with SERTECPET. Qualified suppliers must complete and maintain an updated Conflict of Interest Statement as required.

Suppliers must disclose information about their business activities, structure, financial situation, and performance in accordance with applicable law and in accordance with good practices in the industry. Suppliers must safeguard SERTECPET's information in accordance with applicable law. Suppliers must maintain strict confidentiality of all information provided by SERTECPET, or to which they have had access in the course of their business, provided by any written, oral, or electronic means, except when SERTECPET expressly authorizes its disclosure or when it is legally required.

Suppliers must abide to intellectual property rights in their business dealings with SERTECPET. The transfer of technology and expertise must be carried out in a manner that protects SERTECPET's intellectual property rights.

3.8 Confidentiality of Information

Qualified suppliers must maintain absolute confidentiality regarding SERTECPET's information to which they have had direct or indirect access, and which is not public, ensuring its privacy and security. Suppliers must employ the best available techniques to safeguard information provided by SERTECPET, whether their own or that of third parties, and which has been provided in regard of their business relationship.

In the event of breach of the confidentiality obligations established in this instrument or in the contractual documents, the supplier agrees to pay the fines agreed upon with SERTECPET, without prejudice to the initiation of appropriate legal action.

3.9 Community Relations

Qualified suppliers must endorse community participation to help foster economic and social development and contribute to the sustainability of the communities in which they operate.

In compliance with current legislation, and where applicable based on the goods and services provided, suppliers must use locally sourced labor, goods, and services.

Suppliers agree to respect the traditional practices and cultural heritage of the communities they influence.



3.10 Gifts, donations and hospitality

Suppliers guarantee that they have made and will continue to make every effort to avoid any action that could be detrimental to the company's reputation and goodwill. Therefore, they explicitly agree not to make any gift or donation on behalf of SERTECPET without its prior written authorization or request.

Under no circumstances, before, during, or after the term of the Contract, Purchase/Service Order, or Agreement, may the Supplier offer, provide, or grant payments, gifts, fees, discounts, commissions, percentages, loans, services, or courtesies, or anything of value to the following:

- a. Shareholders, dependent, employee, servant, or representative of SERTECPET, whether inside or outside Ecuador;
- b. Members of the immediate family of those mentioned in paragraph a), up to the fourth degree of consanguinity or second degree of affinity; and
- c. Persons acting or claiming to act on behalf of the persons mentioned in paragraph a).

If verified, that an agent or representative of the Supplier, its subsidiaries, or any person acting on its behalf has taken any action detrimental to the interests of SERTECPET, the Supplier will be obligated to exclude them from the workforce, in order to fulfill its obligations assumed with SERTECPET. If the Supplier fails to exclude the employee(s), agent(s), or representative(s), upon request from SERTECPET, or if it is verified that the Supplier has not made or is not making such efforts, and as a result of these actions, harm is caused to our company, SERTECPET may unilaterally terminate the contract, purchase order, or service, without prejudice to any legal action available.

The Supplier acknowledges that SERTECPET maintains a Gift and Hospitality Policy, as well as a Donations and Sponsorship Policy; therefore, the Supplier commits itself to use the contacts or consultation channels in order to obtain any clarification on any concern regarding its application.

3.11 Due Diligence

In order for SERTECPET to understand and assess current and future business contingencies, qualified suppliers expressly authorize SERTECPET, or its representatives, to conduct any prior Due Diligence investigation, which may include consultation in: restrictive lists for money laundering and terrorist financing, the Attorney General's Office, international or local databases, sanction lists, Chambers of Commerce, Superintendence of Companies, Securities and Insurance, the Ecuadorian Social Security Institute, Decentralized Autonomous Governments, the Internal Revenue Service, Judiciary databases, Prosecutor's Office, Comptroller's Office, or their equivalent bodies in other jurisdictions, and in any competent oversight entity.

Qualified suppliers acknowledge SERTECPET's Code of Ethics, which establishes the need to conduct a Due Diligence process as part of their compliance policies. SERTECPET maintains a certification under ISO 37001, which requires a due diligence examination prior to any contract or business relationship, whether directly or through third parties, in order to identify the potential risks that a contract or business relationship may entail.

3.12 Protection of Personal Data

Qualified suppliers agree to comply at all times with current regulations regarding protection of personal data; therefore, it is their responsibility to stay up-to-date with applicable legislation. If they have access to information of this nature, resulting from their operations with SERTECPET, the supplier agrees to use this data only for the purposes established in their contractual documents, and not to allow third parties to access it. Suppliers also agree to eliminate this information upon express written request from SERTECPET.

Qualified Suppliers are aware of applicable legislation regarding the protection of personal data and expressly, voluntarily, and irrevocably authorize SERTECPET, or its delegate, as Data Controller, to process the personal data of the supplier or its representative, including names, ID numbers, unique taxpayer registry, contact information, demographic and socioeconomic data. This authorization includes obtaining information through publicly accessible sources, whether public or private, at any time, related to the due diligence process, and any other relevant information to evaluate the capacity of the supplier or its representative, recognizing that without these requirements, the supplier cannot be accredited as a qualified supplier.

Suppliers understand and accept that personal information, as well as any data requested by SERTECPET, will be used to process, report, and provide financial and commercial information about the supplier or its representative to any duly established information center or source. Therefore, they authorize SERTECPET S.A. to share this personal data with potential assignees related to the economic activities related to the Data Controller.

3.13. Information request and physical inspection

The supplier is required to provide all information requested by SERTECPET, in order to verify compliance with SERTECPET's policies and procedures. Therefore, suppliers commit themselves to maintain financial integrity, which entails keeping accurate books and records.

If necessary, before and during the execution of obligations acquired through a contract or through a purchase or service order by the supplier, SERTECPET will have the right to audit at any given time, the suppliers operations intended to provide goods and services to SERTECPET. SERTECPET, either directly or through a third party, will verify the conditions and compliant execution of services provided by suppliers. Therefore, suppliers agree authorize and allow SERTECPET full access to their equipment, assets, and facilities at any time, so that the inspection can be carried out. Likewise, SERTECPET will be able to verify the quality and that the contracted services are compliant with legal, regulatory, conventional, administrative, commercial, and technical provisions of the provider.

4 CANALES DE CONSULTA, PARTICIPACIÓN Y DENUNCIAS.

SERTECPET maintains a reporting/complaint channel, managed by an external, independent, foreign company. Compliant with ISO 37001, our Transparency Mailbox guarantees the confidentiality and anonymity of its users. Anyone with internet access can submit complaints, claims, and observations through this channel, as it also serves as a tool for participation and consultation for our stakeholders. To ensure proper and responsible use of this tool, suppliers and collaborators are required to participate in the training sessions regularly conducted by SERTECPET, or alternatively, being responsible for requesting assistance from the Compliance Officer or the Supply and Logistics representative to receive this induction.

It is important to us that employee, suppliers, and stakeholders report violations to the Anti-Bribery and Anti-Corruption Policy, the Supplier Code of Ethics, and related regulations through our Reporting Channels or by other means. SERTECPET appreciates your cooperation with inquiries, complaints, and/or reports made in good faith and is committed to not taking any type of retaliation for such reports. Through these channels, employees, suppliers, business partners, and stakeholders can also submit their inquiries and actively participate by submitting their concerns, suggestions, and comments for the company's attention.

In case any acts of bribery, corruption or fraud come to your attention, or if you have any doubt about the application of our policies, including this instrument, please refer to our complaints and inquiry channel. Clients, suppliers, collaborators, business partners and interested parties can send their reports and inquiries through the website www.resguarda.com/sertecpet, or by sending an email to transparencia.sertecpet@resguarda.com, or by calling the following telephone numbers from 8 a.m. to 10 p.m. free of charge:

Ecuador: 1800-000031

Colombia: 01-800-752-22

Perú: 0-800-00932

Brasil: 0-800-891-4636

México: 800-1233312

EE.UU: 1-800-921-2240

Spain: 900-975-278

This system guarantees the anonymity of the whistleblower, as well as the confidentiality, integrity, and security of information handling. The Compliance Officer has primary responsibility for investigating acts of bribery, fraud, and corruption, ensuring strict confidentiality and anonymity of the person reporting, as well as of the information received.

We expect suppliers to have an internal process in which complaints are encouraged and investigations conducted for violations to the Supplier Code of Ethics and the Anti-Bribery and Anti-Corruption Policy. If any complaints or violations related to the Supplier Code of Ethics arise, suppliers must promptly investigate.

Ing. Eduardo López Robayo

President of the Corporate Committee on Ethics and Compliance Reputation
Chairman of the SERTECPET Group





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