



Policy for Quality, Occupational Health and Safety, and the Environment

CO.P.02 - Corporate

Version

10

Date

June 23, 2023

All rights reserved. Reproduction, copy, or digital transmission of this publication is prohibited without written permission. No paragraph of this publication may be reproduced, copied, or digitally transmitted without written consent or in accordance with the laws that regulate copyright laws in the applicable country and based on the current regulations.

1. OBJECTIVE

To establish guidelines and the commitment of Organización Terpel S.A. and its related companies to quality, occupational health and safety, and the environment.

2. SCOPE

Applies to all direct and indirect workers, to all processes, products, and services, to distribution, logistics, aviation, marine, industry, lubricants, the innovation and technology center, laboratories, service stations, complementary services, new energies, and all other business units that may be added for the sale of the products and services of Organización Terpel S.A. and its related companies, and applies to stakeholders, contractors, subcontractors, customers, and visitors.

When reference is made to "Terpel," this refers to Organización Terpel S.A. or its related companies.

3. GUIDELINES

At Organización Terpel S.A. and its related companies, we distribute and sell fuels, distribute and produce lubricants, and run complementary business - including the promotion of new forms of energy and mobility - while protecting the health and safety of our employees, customers, 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, based on the following commitments:

- To carry out all our processes in strict compliance with the law, the regulations for the sector and internationally recognized standards for quality, occupational health and safety and the environment, including voluntary programs in this area to which Terpel subscribes, and in compliance with the provisions established in collective labor agreements.
- To create value added through products and services conceived of with people in mind, that satisfy or exceed their expectations and earn their loyalty.
- To implement our processes while ensuring that due diligence is performed in terms of:
 - Identification and characterization of risks, including those of a socio-political nature (presence of communities in the surroundings, coexistence of our businesses with other types of socio-economic activities unrelated to Terpel, informal trade, restrictions on land use, the condition of road infrastructure, etc.) and risks related to the environment for developing our value chain.
 - Socio-environmental aspects and comprehensive management based on goals and objectives in order to reduce and eliminate risks, avoid situations that could negatively affect the health of people and the environment, prevent injuries and environmental impacts, and maintain a reliable, responsible, and sustainable image in all our operations.
- To fulfill the roles and responsibilities described in the organizational management system related to the protection of people's health and safety and the environment, avoiding injuries and social



Policy for Quality, Occupational Health and Safety, and the Environment

CO.P.02 - Corporate

Version

10

Date

June 23, 2023

environmental impacts while maintaining a reliable, responsible, and sustainable image in all its operations.

- To take preventive measures and respond effectively and in a timely manner to the risks previously identified and characterized and also to any emergencies, contingencies, crises and negative externalities that may arise in the course of our operations. Negative externalities are those events or situations outside the company's control that affect our stakeholders and the normal development of the business.
- To extend standards of operational excellence in safety, environment, and quality to our allies and business partners through comprehensive management programs that continually promote cleaner and safer operations, environmental stewardship, sustainable use of resources, and prevention of environmental impacts.
- To responsibly manage the waste generated at work centers and prevent environmental impacts from the operation.
- To identify and evaluate potential risks to the environment before making any purchase, affiliation or merger related to managing hydrocarbon products.
- To carry out our operations favoring progress in the regions where we operate, maintaining cooperative and respectful relationships with our customers, suppliers, and the community with which we interact.
- To meet the objectives established in the organizational management system, especially quantitative goals for the improvement of performance indicators for quality, occupational health and safety, and the environment.
- To promote sustainability by acting in accordance with our environmental stance, with short, medium, and long-term actions related to offsetting our carbon footprint, safe operations, waste management, and circular economy.
- To continuously protect the biodiversity around each of our operations centers by requiring our value chain to identify areas of high biodiversity value so that we can avoid impacts in these areas in accordance with national and international guidelines for their protection. Where areas of potential biodiversity impact are identified, the mitigation hierarchy is applied to determine how to avoid, reduce and/or compensate for any unavoidable impacts.
- To preserve the existing vegetation at the work centers and, where intervention is necessary, to compensate for the use of forest products in the manner established by the environmental authorities.
- To strive for continuous improvement of the results of the objectives established in the organizational management system in the areas of quality, occupational health and safety, and the environment, with respect to the previous period, promoting the establishment of priorities and action plans.
- To systematically measure and communicate about our work, facilitating queries and the participation of employees and their representatives.
- To clearly understand the Quality, Occupational Health and Safety, and the Environment Policy, and to act accordingly.

Terpel, in order to comply with this policy, will allocate the necessary resources and provide guidance, support, training and coaching to its employees and stakeholders. It will also verify the proper functioning of the management system.



Policy for Quality, Occupational Health and Safety, and the Environment

CO.P.02 - Corporate

Version

10

Date

June 23, 2023

This policy must be published and disseminated to all personnel in the different areas of Organización Terpel S.A., and to other stakeholders, through bulletin boards, internal mail, videos, and other means of communication, to obtain their cooperation and participation, following the example set and demonstrated by senior management.


Oscar Bravo Restrepo
President


Juan Diuana Yunis
Member of the Board of Directors

4. CHANGE CONTROL

Initial version	Identification of the change	Final version	Date
NA	New document.	1	September 28, 2007
1	New model for governance Alignment with AEI directives.	2	November 1, 2008
2	Other legal requirements applicable.	3	August 11, 2009
3	The word 'visitors' is added and "Occupational Health and Safety" is modified to "Occupational Health and Safety" in accordance with Law 1562 of 2013.	4	October 1, 2013
4	Policy adjusted in accordance with the RUC requirements and Resolution 1443. The words 'suppliers, subcontractors, and other stakeholders,' and 'evaluation and control' included. Commitment reinforced to practices for a cleaner operation, social responsibility, and dissemination to personnel.	5	February 5, 2015
5	The concept of context-, stakeholder- and process-oriented risk management is included in accordance with the requirements of ISO 9001:2015 and ISO 14001:2015.	6	March 7, 2018



Policy for Quality, Occupational Health and Safety, and the Environment

CO.P.02 - Corporate

Version

10

Date

June 23, 2023

Initial version	Identification of the change	Final version	Date
6	The concept of context-, stakeholder- and process-oriented risk management is included in accordance with the requirements of ISO 9001:2015 and ISO 14001:2015.	7	August 14, 2019
7	<ul style="list-style-type: none"> ▪ Commitment included to provide safe and healthy working conditions for the prevention of injuries and a negative impact on health related to work. ▪ Commitment included to eliminate hazards and reduce OHS risks. ▪ A commitment to environmental protection, including pollution prevention, is included. ▪ Commitment included for queries by and the participation of employees. ▪ The words 'distribution' and 'production of lubricants' are included. 	8	June 16, 2021
8	<ul style="list-style-type: none"> ▪ Customers included, and the sustainable use of resources. ▪ The term 'human resources' was replaced by 'employees and their representatives.' ▪ Paragraph included on continuous improvement, including context, risks and opportunities. 	9	July 14, 2022
9	<ul style="list-style-type: none"> ▪ Due diligence performed on Terpel's transactions in response to Dow Jones requirements is included. ▪ The identification of environmental aspects to prevent adverse situations that affect the environment is included in order to align the policy with the requirements of ISO 14001 version 2015. ▪ All business partners are included in the scope of the guidelines for safety and the environment, in line with the Dow Jones requirements. ▪ The following is included: Always seek to protect biodiversity in the surroundings of each operating center. ▪ The following is included: To preserve the existing vegetation at the work centers and, where intervention is necessary, to compensate for the use of forest products in the manner established by the environmental authorities. 	10	June 20, 2023

5. REVIEWED AND APPROVED

Prepared by

Reviewed by

Approved by



Policy for Quality, Occupational Health and Safety, and the Environment

CO.P.02 - Corporate

Version

10

Date

June 23, 2023

Jessica Salgado

José Carlos Barreto

Oscar Bravo Restrepo

Head of Occupational Health and Safety

Vice President of Operations and Logistics

President