



DERCO INTEGRO

SUPPLIER



DERCO

DERCO publishes and informs its suppliers about this code in order to establish clear rules of behavior in the commercial relationships that **DERCO** observes with its suppliers, with respect to which it expects the supplier to strictly adhere to these rules and always have consistent conduct to this code.

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1 Corruption



DERCO is committed to fighting corruption in all of its forms, therefore it expects that its suppliers, their associates, their employees, managers, subcontractors, and others related to them, do not offer or deliver any amount of money directly or indirectly or object of pecuniary value, utility or benefits to a public or private entity or person to obtain benefits in exchange (by action or omission) in the businesses, procedures or transactions that they carry out.

Things you need to know:

DERCO does not participate in or endorse corruption behaviors such as those described above, its occurrence will imply the immediate termination of any commercial relationship with the supplier, without prejudice to reporting the conduct to the corresponding authorities, if applicable.

2 Conflict of Interest



Conflict of interest is understood to be those situations in which a supplier, before his own actions or decisions and in the exercise of his business, places his personal or corporate interests before those of DERCO, affecting negatively DERCO.

At DERCO we strive to ensure that all commercial or business operations with our suppliers are free of conflicts of interest, for the benefit of free and sound competition, preventing any party from being favored by judgments or subjective evaluations.

Relationship by consanguinity, affinity or sentimental bond

It is understood that conflicts of interest could arise due to kinship, first and second degree of kinship, that is: parents, children, siblings, cousins, grandparents. Affinity is understood as the current or past partner and / or partner and the blood relatives of your partner.

In the event that the employees, shareholders, partners, managers of the supplier have any kind of kinship or affinity with employees, shareholders, partners, managers of DERCO, they are obliged to declare it through the support and complaint channels.

3

Bribery



The supplier or its associates, employees, managers, subcontractors, among others, are not expected to offer or receive any kind of bribe or bribe.

We refer to bribery as any gift, handout, or means by which someone does or fails to do something on one's behalf, with the intention of engaging in unfair business or obtaining personal advantage.

The crime of "cohecho" is the same as bribery but involves a public official or government authority.

Things you need to know:

It is the obligation of the suppliers, their employees and contractors to inform DERCO of any indication or evidence that links or may link their employees or contractors in the conduct described herein.

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Money laundering and financing of terrorist activities



Money laundering (ML) seeks to conceal or disguise the nature, origin, location, ownership or control of money and / or assets obtained illegally. It involves introducing assets of illicit origin into the economy, giving them the appearance of legality by using legal activities, which allows criminals and criminal organizations to conceal the illegal origin of their product, without endangering its source.

For its part, the financing of terrorism is any form of economic action, aid or mediation that provides financial support to the activities of terrorist elements or groups. Both activities, in addition to being sanctioned as crimes, imply for DERCO the imminent risk or possibility of loss or damage to property and reputation that they seek to prevent.

Things you need to know:

The supplier must have the necessary control mechanisms that allow detecting suspicious and unusual operations and proceed to take the pertinent actions, in accordance with the Risk Prevention of Money Laundering and Terrorism Financing System, provided that it is obliged to do so by current legal provisions.

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Gift, hospitality, travel and entertainment policy



Gifts, hospitality, and entertainment can sometimes be necessary to shape good business relationships. These should not represent, however, a conflict of interest that could represent a bribe or could be used to gain a competitive advantage with others.

Only institutional gifts, gifts of symbolic value and in any case, gifts that based on a reasonable evaluation can be accepted without exceeding US \$ 100 (for Colombia US \$ 45) and that do not go against the values and standards of Ethics DERCO, will be accepted.

Things you need to know:

The supplier must not offer, accept or request gifts, payments, hospitality, travel or entertainment, if they are understood or appear to be understood as a bribe.

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Free Competition and Use of Commercially Sensitive Information



DERCO recognizes and promotes compliance with the rules of free competition. These rules protect the welfare of consumers, economic efficiency in markets and innovation, ensuring that these legal assets are not affected by behaviors or structures typical of excessively concentrated markets and that have harmful effects for them, whether real or potential. .

To do this, DERCO prohibits any conduct that has as its object or effect (1) collusion, or the conclusion of illegitimate agreements between competitors, (2) abuse of a dominant position and (3) unfair competition in the market.

Things you need to know:

All the information that is generated daily in the commercial contractual relationship with the supplier belongs to DERCO, and is in the first instance confidential, therefore, it should not be available for the public domain unless it is approved by DERCO.

DERCO's confidential information cannot be used for the provider's own benefit.

7

Information systems - databases



In the event that the provider has access to our operating systems, information systems, tools, manuals, databases of natural and legal persons, brands, software, systems, "know how", it must guarantee the responsible use of these, within the framework of the commercial contractual relationship and the legal provisions in force in the country in question, being obliged to implement the preventive and reactive measures that are necessary to guarantee the security and confidentiality, privacy of the accesses and of the information contained in such systems .

Things you need to know:

The provider must deliver to DERCO, after the end of the contractual relationship, all the information that has been delivered or that has been made available to them. The delivery of said information must be carried out as soon as it is required by DERCO and according to the provisions of the laws in force in each country.



8

Data protection



All the information received by DERCO through its different communication channels, in digital media or printed, and that makes up our databases, obtained from suppliers or contractors, and other information holders, is governed by the rules and policies in force in each country.

The provider commits to comply with current local regulations and the application of data protection and processing obligations and to carry out data processing in accordance with the purpose, authorizations and applicable laws in each country.

Things you need to know:

The provider will upload all the information of the customer data, users or purchasers of the products of the brands that DERCO represents on a monthly basis in the online systems, made available to them, and in the formats and details defined by DERCO.

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Development of commercial activity under legal compliance



During the validity of the provision of the service, the provider must process, obtain, pay for and keep in force all permits, licenses, concessions, rights and authorizations of third parties and / or authorities of the local, departmental or national order, provided by laws, decrees and / or current regulations necessary to comply with the services or representations for the purpose of developing the activity agreed with DERCO.



10

Compliance with labor regulations, industrial safety and exclusion from the employment relationship



The supplier will take the appropriate measures, taking into account the working conditions and specific risks of its industrial sector, to prevent accidents and injuries or health problems that arise or are related to or occur during the professional activities carried out by its employees. The provider will take adequate measures to guarantee risk prevention, therefore, it is obliged to comply with the affiliation to the Comprehensive Social Security System of its employees, as well as with all the current provisions on Social Security and Occupational Health that may result applicable

Things you need to know:

The provision of services by the supplier does not imply a labor or subordination relationship between it and DERCO, the supplier's employees being their sole and exclusive responsibility. Therefore, suppliers must comply with all labor and social security benefits established by law and must always and at all times hold DERCO harmless from the claims that its employees may make on it.

The contracts that are signed will establish the obligation of the supplier to present, at the request of DERCO, legal documentation that supports compliance with the labor and social regulations in force in each country.

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Community and environment



At DERCO we understand that the development of our business can generate impacts on neighboring communities and the environment, therefore, suppliers will implement, using available techniques and based on the best practices in the sector, the procedures and development plans necessary to identify, avoid and / or reduce the negative impact of its activities on the environment and comply with current and applicable regulations in each country.

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Support and complaint channels



It will be the obligation of each supplier to have its own complaint channels, through which it will know and investigate each and every one of the complaints that are made both within the framework of this DERCÓ INTEGRÓ policy for SUPPLIERS, and those that are defined by it, and that they have in relation to the development of their business and their staff in charge.

Complaints made by a supplier or its employees, against a DERCÓ employee, involving any of the behaviors described in this policy must be channeled by the supplier to the DERCÓ telephone complaint channel..

Call for free

- Colombia 01800-9-155860
- Chile 1230-020-577
- Perú 0800-52116
- Bolivia 800-10-0707 (During office hours)

These complaints:

- They can be done anonymously.
- It is available 24 hours a day, seven days a week.

Complaints are sent for investigation to the Comptroller's Office

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Compliance verification



To ensure compliance with this policy by the supplier, **DERCO** is empowered to carry out random audits, by contracting external audits, called "Compliance Audits".

To this end, the supplier undertakes to cooperate and provide the necessary facilities, aimed at the successful performance of the audit activities, providing access to the workplaces or the development of its activities, both its own documents and those of third-party contractors and suppliers.

DERCO will deliver the observations of the audit to the supplier, so that it can implement action plans to mitigate the risks raised.



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Tax obligations



The supplier declares to know the rules on taxes that regulate the commercial relationship and, in particular, the provisions on withholding, General Sales Tax, among others. Therefore, all taxes that are caused by reason of said relationship, except those that strictly correspond to DERCO, are the sole responsibility of the supplier.

Regarding taxes, DERCO will make the withholdings established by law. Returns or exemptions to which the counterpart believes they are entitled must be processed by the supplier before the respective tax administration, without any responsibility on the part of DERCO or cost for it.

Things you need to know :

To ensure compliance, DERCO is empowered to perform random audits, directly or by contracting external audits "Compliance audits".



DERCO
RESPALDA Y GARANTIZA