



Suppliers Code of Conduct

Fibra Danhos

Administradora Fibra Danhos



INTRODUCTION

Fibra Danhos (FD) is a Mexican Trust established mainly to develop, own, lease, operate, and acquire iconic and premier quality commercial real estate assets, offices, mixed-use projects, industrial warehouses, and projects in the tourism sector in Mexico.

Administradora Fibra Danhos (AFD) is a subsidiary company of Fibra Danhos (FD), which, through a Management Agreement, and under the instructions of the Trust Technical Committee, is authorized to carry out all the necessary or convenient acts for the fulfillment of the Trust's purposes, including the hiring of personnel and contractual relationships with suppliers and service providers.

SCOPE

Define a sustainability commitment throughout the acquisition or purchasing management process carried out by FD and AFD. Promote among suppliers compliance with basic standards or sustainability criteria and social responsibility, including matters related to human rights, labor, health, occupational safety, environmental, and ethical issues. Likewise, disseminate and promote knowledge and implementation of the United Nations Global Compact Principles among its suppliers and contractors.

REACH

This Policy establishes two levels of requirements for FD and AFD; the first one is a sustainability and responsibility commitment within the organizational structure in purchasing or acquisition management, and the second one defines the criteria that govern the relationship with suppliers, contractors, or service providers.

The Supplier Code of Conduct applies to all FD and AFD product purchases and services, therefore covering all suppliers, contractors, or service providers they may have.

FD AND AFD COMMITMENT TO SUPPLIERS

As indicated in the Code of Ethics, the areas in charge of the commercial relationship with suppliers, contractors, or service providers convey the conduct values, principles, and guidelines that every AFD employee must consider, so that the selection process is impartial and objective.

The employees involved in these processes must apply quality, opportunity, and cost criteria, always in defense of FD and AFD interests.

Likewise, they must promote knowledge of the Code of Ethics and this Policy among suppliers, contractors, and service providers to apply the established principles and guidelines.

Integrity behavior and conflict of interest

FD, AFD, and those people who, due to their activities, act on behalf of their name, must conduct their behavior in strict compliance with current legal regulations in dealings with suppliers, contractors, and service providers and act with integrity and professional ethics, avoiding conflicts of interest and any other form of corruption.



Equal opportunities, transparency and information accuracy

FD and AFD will promote free competition in their contracting processes, providing clear information on the participation and assessment criteria, and creating the conditions that allow suppliers selection, contractors, and service providers using objective, transparent, and balanced criteria.

Confidentiality and personal data protection

Non-public information is considered confidential within AFD, making necessary mechanisms applied to preserve its integrity and confidentiality. People who have access to confidential information in relationships with suppliers will ensure its confidentiality and will refrain from disclosing or misusing it.

Hiring local suppliers

FD and AFD, as far as possible, will encourage and promote purchases from local suppliers to promote the development of the micro economy and employment within the communities where they operate.

Dialogue and communication

Fluid communication will be developed with its suppliers, contractors, and service providers, ensuring they receive timely, clear, and truthful information on matters of interest.

Additionally, to respond to complaints or reports, FD and AFD make their ethics line available to anyone who requires it. This channel is available to anonymously report detected breaches through the portal: <https://danhosteescucha.lineaetica.com.mx> or email danhosteescucha@lineaetica.com.mx, both channels provide a ticket number to follow up on the case process.

SUPPLIERS AND CONTRACTORS CRITERIA

Businesses committed to creating economic and social value are recognized and valued. In this sense, supply chain aims to establish collaboration and cooperation spaces in which, based on a respectful attitude and dialogue, it is possible to move forward together through a continuous improvement

FD and AFD aspire that their relationship with suppliers is built on;

- Mutual respect and trust.
- An effective dialogue and information exchange so that both parties know and consider previous commitments.
- Common interest in promoting and developing innovation that applies to life quality, at work, and sustainability.

FD and AFD recognize those suppliers that apply similar principles and can demonstrate them and expect suppliers to comply with the following basic standards linked to ethical behavior, human rights, labor rights, occupational health and safety, and environmental responsibility.

Human and labor basic rights

Statement against forced labor

Every job must be chosen freely, and workers will not be hired against their will, including people in prison or enslaved workers. The company will not use coercive resources against its employees to force them to continue working.



Prohibition of inhuman treatment

AFD does not permit employee intimidation through verbal abuse, physical abuse, threats, or sexual or other harassment types.

Statement against child labor

Illegal child labor or any form of exploitation of children is not permitted.

Regularized employment

The performed work must be a recognized employment established through national legislation.

Freedom of association and collective bargaining

All employees, without restriction, have the right to join or establish unions of their choosing and negotiate jointly if the majority of them agree.

Non-discrimination practices

Discrimination is not permitted in hiring, remuneration, access to training, promotion, dismissal, or retirement based on race, sex, age, socioeconomic status, family responsibilities, religion, disability, marital status, ethnic origin, nationality, sexual orientation, union membership, or political affiliation.

Payment of wages for a dignified life

Salaries and benefits will comply at least with national legal regulations, local regulations, the reference industry, or whichever is higher. In any case, remuneration and benefits must be sufficient to satisfy the basic needs of workers.

Not excessive working hours

The standard work schedule will respect legislation and industry reference standards, prioritizing those that offer greater protection to the employee.

Occupational health and safety conditions

The Occupational Health and Safety Policy establishes AFD's commitment to guarantee the well-being of employees, suppliers, tenants, and visitors.

Environmental responsibility

Maintain a firm commitment to environmental conservation in all its activities, considering sustainable management, promoting a low-carbon economy, and conservation of ecosystems as fundamental objectives.

Green House Gasses (GHG) and energy consumption

FD and AFD are committed to energy efficiency, prioritizing the use of renewable energy and supporting the transition to a low-carbon future. Therefore, suppliers need to commit to measuring and reporting their energy consumption related to the services and/or products offered to FD and AFD and to define goals aligned to a low carbon economy.



Water efficiency consumption

Aware of Mexico's water stress, we expect suppliers to be aligned with our commitment to the efficient use of natural resources, sustainable water management, and consumption and to measure and report their water consumption related to services and/or products offered to FD and AFD.

Materials and waste management

FD and AFD seek to optimize their materials life cycle, promote recycling and ensure the final waste disposal is environmentally responsible. For this reason, suppliers are expected to actively work on reducing their generated waste, optimize the life cycle of their products and/or services by seeking circular economy schemes, and commit to measuring and reporting the use of their materials. and waste generation related to the services and/or products offered to FD and AFD.

Biodiversity

Reduce and mitigate dependencies and impacts on biodiversity according to current regulations, as well as measure and reduce the use of chemicals that damage the environment and align with the purpose of FD and AFD to have a positive effect on biodiversity.

Ethics behavior

Commitment to ethical behavior based on integrity and professional ethics, avoiding conflicts of interest, unfair competition practice, extortion, bribery, or any other form of corruption.

AFD's commitment to the ethical behavior of its employees is stated in its Code of Ethics and Anti-Corruption Policy, which can serve as a guide for suppliers.

POLICY REVIEW

AFD undertakes to review this policy annually with the possibility of modifying and updating it at any time. Changes to this policy will come into effect immediately once it is updated on the website, so we encourage the reader to review this policy regularly.

RELATED POLICIES

- Code of Ethics
- Environmental Policy
- Anti-Corruption Policy
- Stakeholders Relations Policy
- Occupational Health and Safety Policy
- Human Rights Policy

DOCUMENT CONTROL

Version	Approved by	Date of last review/update
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