



CORPORATE SOCIAL RESPONSIBILITY POLICY

NOVEMBER 2022



COHESION • CONSISTENCY • MERITOCRACY • LOYALTY • ACCURACY • ETHICS • CULTURE

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1.

Approval and Scope

The CONDURIL Group approved this Corporate Social Responsibility Policy which applies to all its activities and employees, on the 14th of November 2022 Executive Committee meeting.

2.

Introduction

Our mission at CONDURIL is to create lasting wealth for our shareholders and to maintain the best working conditions for our employees. Employee satisfaction is the first vector of our social responsibility.

Our belief is that value and wealth can only be created through openness, trust, and accountability based on a culture of integrity that means Honesty, Transparency, Justice and strict adherence to rules and regulations; these are our values and the foundation of all our principles.

CONDURIL's Corporate Social Responsibility Policy outlines the principles that guide the actions to ensure responsible behaviour towards its stakeholders.

3.

Goals

CONDURIL's Corporate Social Responsibility aims to achieve its sustainable development, responsibly and efficiently meeting the highest and most stringent production process requirements responsibly and efficiently. This way, it promotes a culture of ethics and compliance, provides profitability to its shareholders, fosters its employees' personal and professional development, and monitors the development of the various social contexts where it develops its activity.

CONDURIL's culture values action, promotes transparency, empowers collaborators, encourages communication, and uses natural resources sustainably for its activities, promoting social and environmental sustainability.

4.

Corporate Strategy

CONDURIL develops all its activity in the field of Civil Engineering. The company's main objective, both technically and economically, is to become (and be recognised by the market as) one of the best engineering companies in Portugal.

CONDURIL's contribution to society by creating wealth to ensure the well-being of citizens is also one of its goals.

CONDURIL's commitment to society is summarised as follows:

- Respect for ethics, integrity and accuracy regarding all stakeholders;
- Respect for the economic, social and environmental context;
- Fostering innovation and its application in the production process;
- Job creation and society's well-being.

Throughout its existence, CONDURIL has developed corporate principles that frame its performance and that of its employees:

- To be one of the best public works companies;
- A company that is simultaneously more competitive and more human;
- A light and flexible organisation;
- Economic return;
- Respect for the Client and honesty in the relationship;
- Growth achieved through productivity gains;
- Fidelity to principles.

5. Guidelines

CONDURIL'S stakeholders are all organisations and individuals who can influence the organisation's performance.

Stakeholders include Clients, employees, local communities, suppliers, shareholders, financial institutions and the end users of the engineering works. They benefit from policies regarding quality, environment, safety and social responsibility.

CONDURIL's guidelines follow the relevant national and international rules and regulations in force in the places where it operates when interacting with stakeholders and the environment, as well as the commitment to the organisation's sustainable development objectives.

5.1 Clients

CONDURIL undertakes to:

- Satisfy the Client's needs, give him the best attention and treat him with honesty;
- Respect the rights of the Client and the contractual commitments, seeking to satisfy and exceed his expectations;
- Maintain high levels of technical competence, providing quality services and acting with efficiency, diligence and neutrality;
- Maintain appropriate standards of courtesy, correctness and professional pride with the Client;
- Provide all information in a relevant, true and accurate manner;
- Periodic evaluation of the degree of Client satisfaction.

5.2 Employees

CONDURIL's Code of Conduct (Ethics and Good Practices) guides all employees' professional performance regarding work, resources, and the business environment, respecting the principles of loyalty, integrity, accuracy, legality, good faith, transparency, professionalism and confidentiality, considering the mission and Quality, Environment and Safety policies in force at CONDURIL.

CONDURIL promotes a sense of the nobility of its Values and Mission, encouraging employees to fulfil the tasks and duties assigned to them, performing their functions with zeal, efficiency and responsibility, as well as firmness and courtesy in interpersonal relationships.

Good interpersonal relations, both in the work environment and in the relationship with Clients, Inspectors and Civil Society as a whole, are fundamental.

Considering how CONDURIL is spread, operating across different continents and countries, the relationship between our employees must be guided by healthy action with everyone they interact, and no one is ever judged based on origin, social position or creed because in CONDURIL's culture, no type of xenophobia is accepted.

Every employee, anywhere in the world, must internalise this thought and turn it into a permanent habit.

To demonstrate loyalty, employees must present facts and information with honesty, transparency, and accuracy, never hiding the truth, no matter how difficult the circumstances. CONDURIL employees must refrain from involvement in practices that involve or correspond to acts of corruption, provide no material or moral assistance to acts of bribery, whether intentionally or negligently, and report any corrupt practices, whether known or suspected.

Therefore, all CONDURIL employees must:

- Guide their performance in the company by motivating increased productivity, maintaining a healthy and trusting atmosphere, respecting the hierarchical structure, sharing knowledge and information and promoting team spirit;
- Pursuing professional development towards the continuous

improvement of their knowledge and skills, seeking to obtain the best use and results of the professional training promoted by the company;

- Maintain an attitude of respect and cordiality toward their fellow colleagues, free of disrespectful acts and abuse of authority, regardless of their hierarchical position;
- Scrupulously comply with internal rules and procedures, including the commitment to confidentiality and information security.

5.3 Suppliers

CONDURIL's supplier selection procedures are based on objectivity, transparency, and non-discrimination. Suppliers are selected based on clear, impartial, transparent selection criteria – ethical, technical and economic – avoiding situations of exclusivity whenever possible.

The procedures make it possible to manage, assess, classify and monitor the performance of suppliers to promote compliance with norms and good practices in terms of quality, environment, safety and others resulting from the legislation in force.

CONDURIL does not condone coercive commercial practices to gain advantage or any harassment (moral, sexual, political and religious), guiding its actions through honest and fair commercial competition.

5.4 Shareholders

The transparency of information sustains CONDURIL's commitment to its shareholders and investors, and the Board of Directors makes available to them all the information legally required promptly.

CONDURIL's website provides several channels through which the company communicates and ensures transparency. The company's representative for market relations is also responsible for providing a specialised support service.

5.5 Environment

By promoting environmentally sustainable processes, methods, practices, materials, and products, CONDURIL combines its business goal with environmental protection.

CONDURIL's environmental policy defines the general guidelines, complying with the requirements of the ISO 14001 standard, namely:

- Commitment to comply with compliance obligations;
- Commitment to preventing pollution, preserving natural resources, biodiversity and ecosystems;
- Sustainable use of resources: reduce, reuse and recycle waste produced to the detriment of its disposal;
- Commitment to continuous improvement of environmental performance.

As part of CONDURIL's commitment to the Sustainable Development Goals (SDGs) of the United Nations and the sustainability strategy of Europe and Portugal, it assumes the following obligations until 2030:

- Decrease greenhouse gas (GHG) emissions by 50% compared to 2015;
- Increase renewable sources of energy to 40%;
- Increase production of renewable energy for self-consumption by 10%;
- Valuing/reusing 90 to 95% of the waste generated in the activity.

5.6 Quality

Civil Engineering Works are CONDURIL's global strategy, which conforms to the highest and most rigorous quality standards, which is a distinguishing factor in its technical and organisational competence.

CONDURIL adapts its quality processes to the specific characteristics of each project, promoting:

- Periodic definition of quality objectives and evaluation of their fulfilment;
- Implementation of actions that promote quality improvement;
- Collaboration with suppliers to improve their quality processes.

5.7 Social responsibility

A company like CONDURIL, which operates in an international market, must adapt to the society in which it operates. By integrating into the social environment as much as possible, respecting the local customs and collaborating with intelligence, as far as possible, it strives to fulfil its social responsibilities.

The main vectors of CONDURIL's social responsibility are:

- Respect for Human Rights, as outlined in the Universal Declaration of Human Rights and the legislation in force, not tolerating discrimination due to race, ethnicity, social class, nationality, religion, gender, sexual orientation, political party affiliation, age, family responsibility, marital status, union membership, physical disability, nor behaviour involving sexual harassment or abuse, child labour or work under threat of punishment or retaliation;

- Application of the general safety principles in all its activities through measures to eliminate danger, assess and control risks, prevent injuries and health problems of employees, and enhance their motivation, personal and professional fulfilment and team spirit.
- Respect for the right to freely associate with trade unions or workers' associations;
- Provide employees with an income according to their functions that allow them to meet their needs and those of their families, promoting decent work;
- Sustainability of the best working conditions and remuneration for our employees, whether active or in retirement, in particular through the retirement supplement from our pension fund, created in 1989 and fully supported by CONDURIL;
- Promotion of education/training as a structural element of social and economic evolution through the Human Resources Department in Portugal and the CONDURIL Academy in Angola and Mozambique, as well as through the granting of university scholarships in these countries;
- Contribute to the socio-economic development of the communities in the construction sites.

6.

Government Model and Supervision Mechanisms

CONDURIL's Board of Directors is responsible for approving the organisation's strategy and general policies under its statutes, including its Corporate Social Responsibility Policy.

The Executive Committee promotes and supervises CONDURIL's policies, rules, procedures, and internal practices regarding Corporate Social Responsibility. Additionally, it monitors and reports compliance with policies, regulations, recommendations, and good practices to the Board of Directors.

CONDURIL has a mechanism for promoting and supervising the ethical behaviour of all professionals involved in the organisation and compliance with all applicable regulations, as well as identifying, managing and mitigating risks of non-compliance with established standards.

Concerning CONDURIL, its employees, or its activities, CONDURIL provides a reporting channel for handling complaints relating to irregularities or non-compliance with procedures and internal and/or external rules.

7.

Communication

CONDURIL provides communication channels adapted to the different interested parties, namely:

- Website
- Announcements
- Meetings
- Satisfaction surveys
- E-mail addresses
- Poll questionnaires
- Reporting channel



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