Version 04. June 2024

Suppliers Sustainability Guide

O&M Services – Quick Guide

About this guide

EDPR's market leadership, based in value creation capacity, innovation and relationship with its stakeholders, is much influenced by the performance of its suppliers.

EDPR bases its relationship with suppliers on trust, collaboration and creation of shared value, privileging a partnership approach focused on transparency and sustainability.

Sustainability is a central part of EDPR's mission, vision and values, not only because it is a renewable energy company but for the environmental, social and economic best practices throughout its entire value chain.

Accordingly, EDPR's procurement process is developed in the framework of the Sustainable Procurement Policy, which extends to EDPR's suppliers and service providers, both direct and indirect.

EDPR has defined procedures to ensure the several aspects that fill in with the company sustainability related policies applicable to the supply chain, namely the environment, health & safety, as well as the management and mitigation of any type of sustainability risks in the supply chain.

These policies (available on EDPR's website at www.edpr.com), with which the supplier must become familiar, are:

These policies, with which the supplier must become familiar, are:

| **EDP Supplier Code of Conduct**
| **Occupational Health & Safety Policy**
| **Environmental Policy**

This Suppliers Sustainability Guide provides an overview of the sustainability requirements and commitments EDPR expects its suppliers to meet. EDPR suppliers' long-term sustainable development is crucial to their success and, consequently, to EDPR's.

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H&S and Environmental Requirements for O&M Suppliers

1.1. General considerations

The Contractor shall strictly comply with all legislation that may apply to the operations during the execution of the works or provision of the services included in the scope of the Contract.

The Contractor shall undertake the implementation of the necessary actions to mitigate the risks related to their activities, plan the necessary corrective and preventive actions, provide training and information about risks to its workers and the environment, as well as follow the standards, internal codes and policies, procedures and rules provided by EDPR.

The contractor must provide data on their health & safety, environmental and social performance whenever required by EDPR to demonstrate compliance with the requirements included in this guide.

EDPR has implemented an Integrated Occupational Health, Safety and Environment Management System developed and certified in accordance with the international standards ISO 45001 and ISO 14001.

The Integrated Management System is the framework that establishes procedures to ensure the proper management of health and safety and environmental risks at EDPR facilities.

The Contractor is responsible for the Health and Safety of all employees, both its own and its Subcontractors', and shall be committed to respect the environment, social and cultural assets, working in the scope of the Contract execution. Taking into account the above, the Contractor must have an adequate preventive resource (number of H&S supervisors) based on the total number of workers they have in

the field. This number of H&S specialists will depend on the regulations of each country.

Also, it is required the Contractor must have specialized staff in monitoring the rest of the HSE matters to ensure compliance with legal requirements and the provisions of this guide.

1.2. Health and Safety requirements at EDPR facilities in operation

EDPR facilities are industrial installations. Remaining and performing work in said installation carries certain risks. An individual hazards and preventive measures document has been prepared for each Wind Farm/PV Plant, which lists out the specific dangers and the associated risks and their methods of mitigation.

Each Contractor must become familiar with the risk and emergency measures of the facilities prior to beginning of the work.

The Contractor must provide safe and healthy working conditions, including all necessary means and materials for the safe execution of all of the Contractor's tasks, such as machinery, equipment, collective protective measures (CPM), personal protective equipment (PPE), scaffolding, etc.

During the provision of the contracted services, special attention shall be paid to employees from other companies working in the same area. Any safety-related doubts arise during the provision of the services shall be consulted immediately with the Facility Manager.

In addition to the specific rules indicated in this specification, the Contractor shall strictly comply with all applicable regulations.

The Contractor shall ensure that an adequate person with appropriate qualifications permanently supervises its employees, subcontractors and the works being performed, from the beginning until the completion of the works. The latter shall be considered to be complete once the workers have abandoned EDPR's facilities.

Works in the wind turbine and high risk works (ex. done on electrical installation, work at heights, hot works, confined space, with risk of entrapment between objects) always has to be performed by team considering at least two people.

Appropriate communications equipment must be available to all members of the team if they do not have visual contact with one another. It is recommendable that every employee (individually) shall be equipped with a mobile phone that allow to contact with emergency service when needed.

For this purpose, the Contractor is committed to act according to the following requirements:

| Prior to the beginning of the works, the Contractor must upload the company, employee and equipment documentation required by EDPR, as well as that of its subcontractors in the web tool of EDPR. Employees may begin work only after these documents have been approved in the web tool of EDPR.

| During the execution of the works, the contractor must provide access to the different work pits on demand of EDPR employee or other person performing inspection in the name of EDPR. Contractor is obliged to provide

access to all HSE related documentation (ex. Work Manuals, MSDS, certificates) that are needed to assess if works are performed in accordance to HSE rules.

| Additionally, the Contractor must have delivered the work procedures and instructions to the person responsible for the work/services at EDPR. Said documents must include the necessary HSE guidelines to ensure that work is carried out safely for both people and the environment, as well as the LOTO locking procedures (Lockout-Tagout) that are applicable to the work to be carried out (communications, electrical, mechanical and/or hydraulic). These LOTO procedures must also be present in the facility, and available to EDPR staff if required, when the work to which they apply is to be carried out.

These documents must include the necessary HSE guidelines to ensure that the work is carried out in a safe manner for both people and the environment and must be validated by EDPR prior to the start of the work.

| Contractor workers and its subcontractors' workers must complete the minimum required training based on the work they will be conducting and as requested by EDPR, through its web tool. It must be taken into account that GWO-certified training will be required in the case of work at height training for working in wind turbine. Also, the GWO modules "First aid", "Fire protection" and "Load handling" must be included. Apart from that, the contractor must take into account the specific mandatory certifications in each country.

| Additionally, in Portugal, all workers that carry out construction, operation, maintenance or demolition works at EDPR facilities shall possess a Basic Safety Training (BST) certificate, acknowledged by EDP. In Italy, the workers must be compliant with the H&S training required by Legislative Decree n. 81/08.

| During the performance of the works, EDPR will have the right to conduct Health & Safety inspections at those locations where the Contractor may be performing the work. The Contractor is obliged to correct any irregularities detected during these inspections and EDPR will have the right to stop the works until the hazards have been eliminated.

| In the event of a near miss or accident, the Contractor, once has stopped the work and/or isolated the area to prevent its consequences from repeating or extending further, will notify the event immediately (by phone, verbally or by e-mail, etc.) to the EDPR person responsible for the installation or the EDPR person responsible for the supervision/management of the work.

Next, the Contractor must send a Near Miss/ Accident Report within a maximum period of 24 hours. Said report must include at least the what, how, where and when the injury/material damage occurred, as well as the personnel/ equipment/facilities affected and all the reliable and relevant information available to understand the nature of the event.

Next, and before the following 72 hours and through the same communication channels, the Contractor will send EDPR a final Near Miss/ Accident Investigation Report. The contents of the investigation shall include, among others, a detailed description of the incident or event, witness statements identification and analysis

of the root cause, conclusions and action plan related to the root causes analyzed, as well as photographs of the near miss/accident. EDPR reserves the right to verify the information provided by the contractor, who shall at all times cooperate with EDPR in this task.

| The Contractor must notify to EDPR as soon as possible of any incident or near miss as well as of any unsafe acts or conditions that may arise in the facility areas of EDPR.

| The Contractor shall provide its personnel with the necessary Personal Protective Equipment to perform their tasks. All PPE must be in good technical condition and have valid certificates of inspection according to the applicable regulations.

| To carry out work on the wind turbine, the Contractor must comply with the maximum wind speeds indicated in the Wind Turbine Safety Manual for the different works, for which the Contractor must verify before starting works that the conditions are adequate, as well as monitoring, either through the wind turbine's own equipment or the Contractor's own equipment, that the necessary conditions are maintained throughout the activity.

| If the use of cranes is necessary, with sufficient time before the start scheduled for the works, the Contractor will provide the Facility Manager with the working procedure and the crane manual. These documents must include the authorized wind speeds for each operation of the crane. In addition, the procedure must define the responsibilities of each figure involved in the work, in relation to decision making / supervision of work. The Contractor cannot leave the crane, in any case, if it is not in safety position.

| Prior to using chemical substances at the Facility, the list of chemical products must be sent to the Facility Manager along with their material safety data sheets (MSDS) in the local language.

| The Contractor shall only use tools, machinery and equipment that are adequate and technically suitable and that have valid documentation, including the CE or INMETRO and equivalents for other geographies marking.

| Identify a single location (on each working area) for the storage of parts / tools. If possible, use a dedicated box for this purpose.

| The Contractor must regularly inspect power tools and must remove them immediately if any defects are detected.

| The Contractor is obliged to have in the installation of the mechanical equipment for the handling of loads appropriate to the work to be carried out.

| The Contractor must verify that the limits required for vehicles – particularly heavy vehicles and cranes – to circulate in adverse weather or poor visibility conditions have been included in his risk assessment and that of its subcontractors. If said conditions and their corresponding measures have not been included in the risk assessment, the Facility Manager may take the decision that is most appropriate in that respect, and may stop, if deemed appropriate, these vehicles from circulating until the weather or visibility conditions improve. The Contractor must accept this decision.

| Cars may only be used in roads meant for road traffic. Driving in the field, meadows, trenches, etc. is forbidden. Facilities that

have special driving risks (with high slopes, areas where heavy snow is frequent, etc.) will require the use 4x4 off-road vehicles.

| Any vehicle transiting through EDPR EU & LATAM facilities must be equipped with high visibility vests for the workers (not mandatory in EDPR NA facilities). Additionally, if the legal regulations ask for it, any car transiting through the facility must carry a fire extinguisher.

| With respect to the transiting of heavy vehicles or large vehicles, the Contractor must prepare a Heavy Vehicle Transit Plan for the Facility, which must indicate the paths vehicles must follow depending on the wind turbines that will be visited. The Heavy Vehicle Transit Plan must include a map showing the marked paths on which heavy vehicles will travel, as well as the necessary indications for the operator to drive safely. In the event that the Heavy Vehicle Transit Plan should identify any risk situations that require taking action such as, for example, towing, road base repairs, etc. all measures that must be taken must be included in the plan itself prior to the entry of the vehicle. The Heavy Vehicle Transit Plan must be provided in writing to the Facility Manager for review prior to the beginning of the works. Heavy vehicles may not access the facility without the approval of said Plan.

| Cars that are used for transportation of tools and/or materials must have a separate transportation area from the passengers/ driver zone. All gas bottles must be transported in a vertical position. Tools and materials transported in the car must be prevented from moving freely in the transportation zone.

| The Facility Manager must be informed of the beginning and completion of the works. For this purpose, the Contractor shall comply with the facility's dedicated entry and exit communication protocol communicated by EDPR.

| The Contractor must provide employees with the work safety procedures or instructions required to perform the works under appropriate conditions of safety. The Contractor must submit the safety manual of the works upon request by EDPR. The Contractor may not begin the works in the absence of a safety procedure of the works and if the employees have not familiarized themselves with it.

| If during the contract execution period the Contractor receives a safety alert notification from EDPR, the Contractor is obliged to relay said information to all its workers and their subcontractors working at EDPR facilities, as well as to deliver to the EDPR person responsible for the installation the signature sheet attesting to said communication.

| In the case of the presence of different contractors performing work at the same site, these will be obliged to:
• Appoint a safety and health coordinator to supervise the safety and health of all employees that are active at the same site, according to applicable law in the country or EDPR procedure.
• If the appointment of a coordinator of preventive activities is not necessary, they must cooperate jointly. Whenever several subcontractors exist, the main Contractor will have available a Supervisor who shall oversee all of the Subcontractor's work and be present during their execution.
• Establish the rules of cooperation.
• Notify each and every worker or their

representatives of the actions that are geared at preventing any occupational risks that may arise during the execution of the works.

The agreement relative to the appointment of a coordinator and the establishment of rules of cooperation shall be established before the employees begin working at the same site.

In the case of large overhauls, the main Contractor shall appoint the Preventive Activity coordinator, unless otherwise defined according to country's specificities. This approach will ensure a better organization of the work among the smaller companies that may be working simultaneously at the same site.

| The Contractor must issue a written work permit for the following tasks: hot works, works performed on tanks or other confined spaces, work with electrical devices or equipment (works in voltage and consignations).

| The Contractor must request facility manager authorization prior to planning the following activities: rope access, works involving cranes, mobile elevating work platform, suspended work platform.

| The Contractor is obliged to provide the technical measures necessary to respond to emergency situations (such as fire extinguishers, first aid kit, etc.) and ensure that its workers have constant access to these (employee´s vehicles and work areas). In the event that any of these devices owned by EDPR are used, EPPR shall be notified immediately so that the supplies that may have been used/consumed may be replaced.

| The Contractor shall have at the EDPR facilities, in the rescue kit (minimum one for two people in EU & LATAM EDPR countries or one for each operator in EDPR NA), an operational defibrillator for each couple of workers who work in the wind turbines, or one for all workers involved in electrical work in substation, as well as with personnel with adequate knowledge and training for its use.

| The Contractor shall carry one first-aid kit per each pair of operators accessing the wind turbine, which they must bring with them to the nacelle.

1.3. Environmental requirements at EDPR facilities in operation

A wind farm/PV plant is an industrial facility located in a natural environment. Remaining and performing work in said installation carries potential risks to the environment.

The Contractor must act with respect for the Environment and local communities and take all the necessary measures to prevent any impact. Any environmental-related doubts arising during the provision of the services shall be consulted immediately with the Facility Manager.

The Contractor shall execute and/or provide the contracted works/services ensuring the maintenance of good housekeeping of EDPR premises. Once finished, the area shall remain in the same conditions as they were before starting the work.

EDPR has waste collection points for the temporary storage of the waste generated. All generated waste, both hazardous and

non-hazardous, shall be properly managed in compliance with the applicable legislation in force as well as the internal requirements and best practices established by EDPR.

EDPR is responsible for the management of the generated waste, understood as the delivery thereof to an authorized waste transporter/vendor for proper treatment.

Waste will be managed guaranteeing the application of the hierarchy principle that prioritizes prevention, preparation for reuse, recycling or other forms of recovery, including energy recovery, elimination being only an option when none of the above treatments are technical and/or economically viable.

The Contractor's assumption of waste management obligations must be previously authorized by EDPR. For that purpose, the Contractor shall provide all the documentation that evidences the authorization of the waste vendors/handlers, the final treatment to be applied to the different types of waste, as well as any other aspect related to the proper management of waste (waste records, etc.).

The Contractor shall execute and/or provide the contracted works/services with maximum respect for the environment and local communities, taking all the necessary measures to prevent any impact on vegetation and wildlife, watercourses, waterbodies and soils, as well as to avoid air pollution, noise generation and visual impact. For that purpose, the Contractor is committed to act according to the following requirements:

| Do not affect vegetation and wildlife-sensitive areas and protected habitats.

| Respect any cultural/archaeological assets that may exist in the surroundings of EDPR facility premises to avoid their deterioration or damage.

| Ensure that livestock trails remain clear and accessible.

| Ensure that the current land use is maintained and that access to the properties and the free movement of vehicles is guaranteed.

| Limit the movement of vehicles and/or machinery to the strictly necessary to perform the works, only on designated areas and observing the maximum speed of 30 km/h.

| Ensure that vehicles and machinery are up to date with their regulatory inspections.

| Schedule planned noisy activities to be performed near inhabited areas or in sensitive areas due to the presence of wildlife during the most appropriate periods to avoid disturbances.

| Keep drainage systems free to avoid obstructing the flow of water.

| When vegetation clearings are required, do not carry out vegetation clearing tasks without prior authorization from EDPR and comply with the applicable requirements of the corresponding authorization and the instructions in Annex I. Good practices clearing felling and pruning.

| Immediately notify EDPR in case of finding any injured or dead animal or abandoned animal remains (carrion).

| Do not discharge any type of waste or wastewater.

| Extreme precautions in operations involving concrete to avoid spillage, especially in the case of works taking place near water courses.

| Do not light fires.

| Establish procedures to reduce fire/spill risk and adopt all safety measures to that end when executing works that are susceptible of causing a fire or a spill.

| In the event of an environmental near miss or accident, once the works are stopped and/or the area has been isolated to prevent its consequences from repeating or extending, the Contractor shall notify the event immediately (by telephone, verbally, e-mail, etc.) to the EDPR personnel responsible for the facility or to the person responsible for the supervision/management of the work.

Next, the Contractor shall send a Near Miss/Accident Notification Case Report within a maximum of 24 hours. Said report must include at least the what, how, where and when did the near-miss/accident occur, as well as the elements of the environment that are affected, as well as the measures taken and to be taken and any other information that may be relevant in order to gather as many details as possible about the event.

Next and before the following 72 hours and through the same communication channels, the Contractor shall send EDPR a Near Miss/Accident Investigation Report with a determination of the root cause (applying the 5 Why's analysis method is recommended) and the measures to be taken to avoid it from happening again.

The Near Miss/Accident Analysis Report must be filled out and signed by the person responsible for the works. EDPR reserves the right to take part in any phase of the accident analysis.

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Change control

Edition	Date	Description of the main modifications
04	June 2024	• Clarification of Near miss and accident reporting at EDPR facilities. • Addition of one H&S requirement for Contractors. • Inclusion of HSE requirements for clearing, felling and pruning activities (Annex I)

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Annexes

Annex I: HSE requirements for clearing, felling and pruning activities

Introduction

In EDPR projects, clearing, felling and/or pruning work is sometimes necessary to remove vegetation from the areas where it is required. When this work is necessary, the Contractor:

| Must request the pertinent authorization/ permit if it is entitled to do so.

| Must comply with the applicable regulations on HSE matters, the environmental permit or license for the project, any administrative act that authorizes forest use (including the partial lifting of the ban on epiphytic flora) and pruning, and/or any EDPR additional requirement that might be properly communicated. Special attention will be paid to rules governing the applicable restrictions and measures in areas and periods of high fire risk.

| Will comply with and enforce the prohibition of any felling, pruning, clearing, shredding or other tasks that affect the vegetation, as long as there is no express authorization from the competent environmental authority.

| Minimize the impact on natural elements following the guidelines in the corresponding environmental permit, as well as the regulations governing the natural area in question.

| Will hire specialized personnel with experience in carrying out these tasks. The personnel must have a specific training:
• In the mastery of tree felling techniques
• In pruning techniques

| Will ensure the follow-up of the necessary measures that guarantee the safety and health of the workers during the performance of vegetation removal tasks.

Definitions

| Felling: cutting down operations of trees or tree masses whose definition is such that it implies that felling must be carried out from the base.

| Clearing: cleaning works in which there is only undergrowth, scrub, bushes, or, in the case of trees, their height does not exceed 3 meters.

| Pruning: removal of those branches of trees that can generate a negative effect such as, for example, impairing the continuity of the electrical service by not respecting the minimum safety distances.

| Forest clearance includes in general removal of trees, stumps and other debris, chipping and spreading.

Execution of the works

Aspects to consider before executing the works

| Carry out a visit an delimit and validate the project by the competent technician.

| Carry out a survey of the area prior to carrying out the work by the competent technician in order to identify species requiring intervention, the quality of the land, the topography, the density of the tree and in general, the ecology of the site, such as the presence of hornet or wasps, as these aspects determine the quality and variety of the shafts that trees develop and affect the direction of tree fall, as well as the precautions to be considered.

This prior reconnaissance work must include verification of the presence of vascular epiphytes so that they are managed in accordance with the measures required by the competent environmental authority.

| Verify the inventory and adequately mark:
• vegetation requiring intervention in order to guarantee that it is the minimum essential and that it complies with the provisions set out in the relevant authorizations.
• or sensitive vegetation that must be protected to prevent it from being damaged during the work.
• And manage invasive species known in the area to avoid spreading.

See:

| In areas of ecosystem importance or when speciments or formations of protected areas can be affected, follow environmental surveillance or ecological expert precautions.

| Carry out a kick-off meeting with the involved part to ensure roles and tasks of each and to share latest updates and clarify doubts.

| Coordinate with EDPR the tasks of informing owners and local communities prior to carrying out the works.

| Ensure a plan for the proper management of waste and the prioritization of its recycling / recovery.

| Identify the direction of tree fall, considering the natural direction of fall (according to the slope of the ground, inclination of the shaft, distribution of branches and buttress or plank roots at the base), the direction of the wind, the existence of nearby trees, the expected direction of selected felling and possible obstacles in the drop zone.

| Proceed to delimit the work area and the area of influence (at least twice the height of the felled tree or up to four times in areas of dense vegetation or reduced visibility) are signposted appropriately; the area must be cleared of personnel and tools, including auxiliary accessways, areas for the collection of plant remains and areas with the presence of vegetation of interest.

| Determine the path through which the chainsaw operator and his helper will escape from the physical threat resulting from the falling tree (identification of escape routes). The escape route guarantees the safety of the people who are carrying out the felling work, who must move to a safe place the moment the tree begins its fall, at a prudent distance.

| In strong wind conditions and in the case of trees with large crowns consider that the wind can tilt the tree in the direction of its fall and may pose a risk to people; therefore, it is advisable to reschedule those tasks.

| If the felled specimen has creepers or lianas, these must be eliminated by means of a preventive and safe procedure, since they hinder directing the fall of the felled tree and increase the risk of accidents to workers.

| In case of excessive proximity to live power lines, contact the power line utility and agree on the execution process (conductor isolation or disconnection).

Aspects to consider during the execution of the works

General aspects

| Restrict tasks to zones and volumes authorized in the applicable environmental license and/or permits.

| Open up the least possible number of new access ways, therefore minimizing affection to plant formations and specimens of interest along their layout or disposition. If necessary, the opening of new access routes must always be confirmed by the EDPR team.

| Signal areas with potential risks of accident.

| There must always be present at site: spill kit, basins for small fuel deposits, combat fire kit (including water and powder extinguishers, fire beater, shovel, hoe in high-risk period or areas).

| Keep a record of information about the area, felled volume, species, and individual specimens, duly georeferenced, as established in the applicable licenses and/or permits. In any case, EDPR must be notified at a minimum about the plant surface affected and restored, the number of new and/or transplanted specimens, and the quantity of wastes generated.

| Conveniently direct the fall of selected trees to prevent damage to other trees found outside of the limits of areas requiring intervention.

| Execute the measures or actions necessary for the protection of plant and wildlife present in the zones where activities are executed, according to the applicable Environmental Management/ Surveillance Plan and/or permits/regulations.

| Have available a specialist that supervises the layout and felling work in marked sensitive areas.

| Collaborate with EDPR in conducting the inspections required in the Suppliers Sustainability Guides.

| Forbid the presence of people near shredding or clearing machines (safety distance perimeter with a minimum radius of 15 meters).

| No felling, pruning, or clearing work will take place in case of electrical storms as well as in the presence of strong and gusty winds.

| Work near power lines with a risk of electrical arc of electrical contact must be performed under special conditions of network operation, normally applying blocking of automatic reclosers.

| When needing to climb a tree either to place retention devices such as ropes, tractels or similar, or to use a chainsaw, the worker shall be qualified to perform work at heights and be equipped with the necessary means for the task, in particular, safety harness and lifeline or equivalent safety devices.

If the use of ladders is necessary to climb the tree, the ladders must be safely fastened and secured using ropes or clamps, achieving stability both at its base and at the top end of the ladder. Ladders shall be equipped at their base with horizontal stabilizers.

| When working alongside chainsaw operators, for example to mark the cut lines, the following shall be considered:
• In felling work, the distance that must be kept between the chainsaw operator and another worker must be at least equivalent to double the length of the felled tree.
• In mitre sawing operations, a worker working next to a chainsaw operator, for example to mark the cut lines, must keep a minimum distance of 5 meters from the chainsaw operator.
• When working with a chainsaw, it must NEVER be held or wielded above shoulder height.
• To kick-start the chainsaw, place it firmly on the ground and set the foot on the back handle.
• Verify that the chain is not in contact with any object. Do not start the motor while holding the chainsaw with one hand.
• Refuel the machine with the motor off and have an adequate fire extinguisher available and accessible and in the appropriate area to avoid potential spills.
• Kick-start the machine at a certain distance from the refueling location.
• Transport the chainsaw always with the motor off. Protect the blade with sheaths.
• Always cut using the bottom edge of the blade and towards the ground. Never cut the wood directly with the tip of the blade and avoid its top edge from striking or rubbing against any object.
• Cut pieces must never be held with the feet or by other persons.
• The material stock and waste generated must be stored in the appropriated area and quick managed thereof.

Aspects related to machinery

| Machines and work equipment must:
• Be suitable for forestry work and carry the following compulsory documentation: instructions manual (in the operator's local language) and maintenance/inspection records and certificate of conformity.
• Be appropriate for the task in question to ensure that the affection caused is limited to the one referred in the project.

• Be in good operating use and have all its safety devices.
• Users of these equipment or machines must be trained for their use according by Law of the country or EDPR requirements.

| Place signs and rope off adequately whenever the activities interfere with the transit of vehicles or pedestrians.

| Always observe the rules on the prevention of fires associated with machinery. The machines must be equipped with fire extinguishers in accordance with the laws of the country.

| Comply with the manufacturer's instructions as regards the stability of vehicles in slopes as well as the load limits.

Aspects relating to protective equipment

| As regards personal and collective protective equipment and tools used by operators, they must comply with the required in the permits and authorizations and with all of the requisites listed in the Suppliers Sustainability Guides.

| As regards personal protective equipment, the following will be considered for felling and pruning work and subsequent treatment of plant waste: hardhat with safety facial screen and hearing protection, cut protection safety gloves (especially fit for chainsaw operation if this equipment is used), safety mechanical resistant safety boots (with steel toe) against cuts by chainsaw, fall protection system, colored clothing, pants with safety interlining and cut-resistant clothing (jacket, pants and gaiters) when using a chainsaw, protective shin guards and reflecting vest.

| As regards collective protection equipment, the following will be considered when carrying out felling and pruning work and the subsequent treatment of plant waste: accelerator blocking device, chain retainer device, anti-vibration device, anti-cut ropes, fire extinguishers, first aid kit, signaling tape, signaling cones and signs for work conducted on public roads. These measures will apply when using chainsaws and other cutting machinery such as brush cutters.

Specific aspects

| The elimination of large native adult specimens shall be minimized.

| In general, felling and pruning of fruit and ornamental trees, as well as crop species, will be avoided. When it is essential to do so, special care must be taken.

| The use of tools to be used during forest harvesting must be in accordance with what is authorized by the competent environmental authority.

| Clean cutting tools will be used so that they do not cause health risks and minimize the surface affected by the cut.

| Pruning will be carried out without the plant species suffering damage that impedes their viability, making clean cuts and in such a way that there is no accumulation of water. Pruning should always be done from the bottom of the tree upwards (See Annex I).

| Trees or bushes will always be cut at ground level. Once the tree is felled, it will be cut into pieces, cutting all the branches

previously. To minimize the risks, cuts will be made with manual tools such as a saw or machete when the size of the branches allows it. The operator should always make the cuts from the uphill side of the terrain, to see how the tree is balanced and in which direction it will move when making the cuts.

| In the case of trees with plank or tabular roots, the planks should be cut around the tree before felling starts.

| Low branches in the trunk that could hinder the work shall be pruned using traction chain cutting, removing first the upper branches, and moving downward to remove the rest.

| Branches shall be removed using an elevated platform whenever possible. In the absence of one and only in the case of healthy trees or trunks, branches can be removed by professionals with specific training in tree climbing techniques. Any job requiring climbing a tree shall only be permitted so long as there is at least another worker with the capacity and means to perform a rescue in case the worker working on the tree suffers an emergency.

| Branches shall be cut by means of cuts flush with the shaft's surface, to avoid damaging tree scars.

| If damaged, healing will be applied as needed.

| Due the nature of the growth of some trees, it is possible to identify specimens with a certain natural inclination or with abundant foliage on any given side. When these trees are very inclined, felling will be supported using levers to facilitate turning of the trees and ensure that trimming and pruning leave the tree compensated.

| In case of identifying specimens with rotting at the core, it is recommended to fell the tree in sections, starting at the highest part and descending progressively until reaching the ground.

| Manual means shall be used for clearing tasks in places with significant erosional processes or with abundant regeneration or a high density of trees.

| The use of herbicides and pesticides shall be avoided. Exceptional use thereof must have the pertinent authorization.

| In all zones and especially in zones with high density cover and affected by the drought, special precaution must be taken when using mechanical means (clearing machines, chainsaws) that, on contact with some elements of the ground (pebbles, metals, etc.) could generate sparks and trigger fires. Likewise, in regions where periods of high fire risk are established, the presence and availability of a water-based fire extinguisher shall be guaranteed at a minimum. Furthermore, additional measures concerning the technical criteria and conditions of the region in question shall be implemented.

| If the presence of termites or nests of other insects is identified, the shaft shall be cleaned off to prevent that, at the time of felling, these may disturb the chainsaw operator.

| If the presence of mammals, bats or birds (owls, woodpeckers) is identified while pruning, stop work and seek advice from environmental/ecological specialists.

Aspects to consider after completing the works:

Plant biomass remains shall be recovered whenever possible. The work area shall always be left free of clearing, pruning, or felling products. Operators shall proceed in one of the following manners:

| Shredding or chipping: in zones accessible to the machines used to perform this task, plant remains will be evenly spread on the ground to facilitate its natural degradation and quick incorporation to the soil, without leaving any remains on the vegetation of the area.

| Logging (size smaller than 30 cm): if shredding is not possible, the remains shall undergo logging and spreading on the ground in the same conditions as above.

| Should the local community request it, unprocessed plant remains shall be donated in logs sized less than 1 m. A written record providing proof of delivery of the wood and permitted uses shall be left, including a clear statement indicating that said remains cannot be sold.

| Should the above not be possible, plant remains shall be collected and managed adequately by an authorized vendor. Recovery shall be prioritized over elimination.

| In situ incineration will be avoided. If incineration is the only solution, it must be previously authorized by EDPR; the corresponding permits from the competent body shall be available and all necessary preventive measures shall be taken.

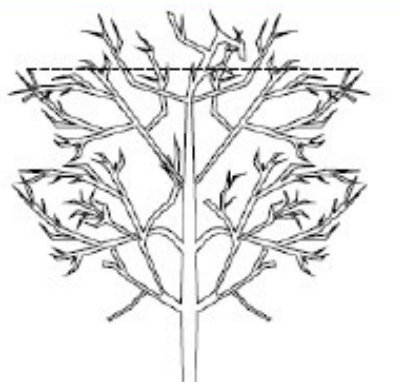
| The permanence of felling and pruning remains in temporary stockpiles on the ground shall be determined by the authorization from the competent body. Stockpiles shall be always placed in areas where they do not represent an obstacle for the movement of personnel and equipment related to the operation or for the community, and must be far from drainages, roads and housing.

| Agricultural practices that foster the onset of plagues and illnesses such as the incineration of waste in the field or the abandonment of unshredded branches of a diameter greater than 6m shall be avoided.

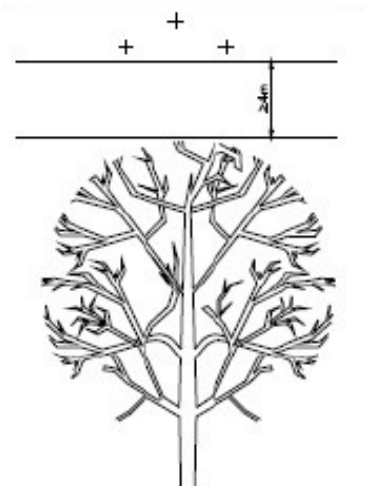
| Once clearing, felling and/or pruning tasks are finalized, the work area must be left in an adequately clean condition. The abandonment and/or discharge of any type of waste, especially those that could increase the risk of forest fires (lubricants, fuel, etc.) is prohibited.

Annex I. Pruning methods

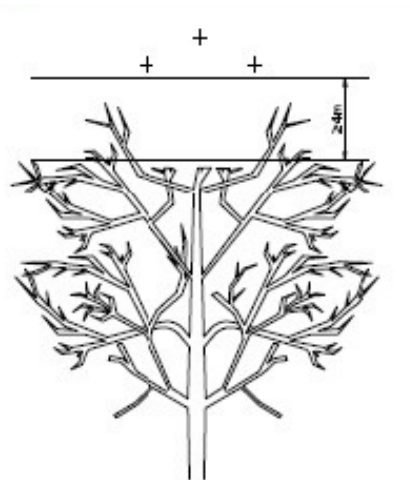
Affection to trees



Before pruning

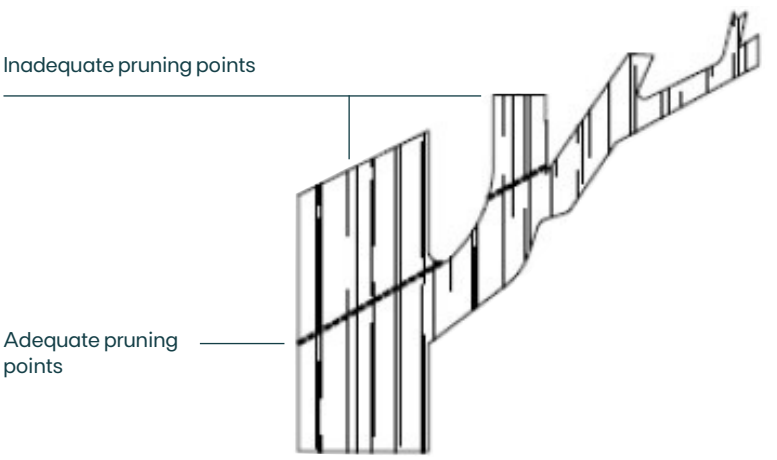


After pruning
well done



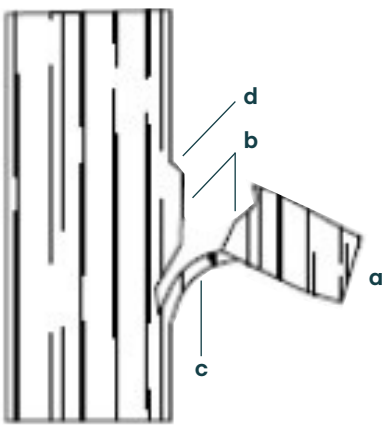
Poorly done pruning
(with conductors too low)

Pruning methods



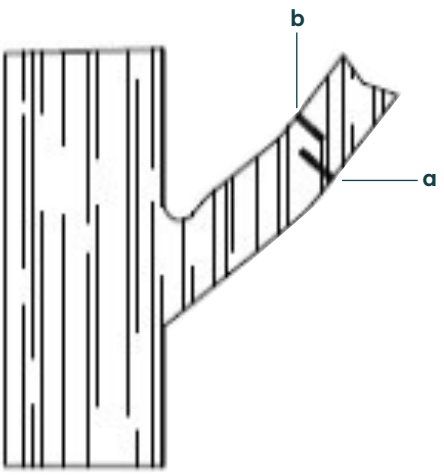
Correct way to prune the union with a lateral branch to form low-height canopies

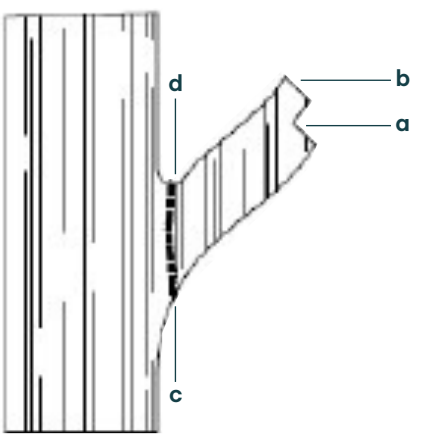
Pruning methods



Incorrect cutting of a thick branch

(a) branch, (b) saw cut that has separated the branch, (c) piece of bark and wood gouged away from trunk, (d) branch union





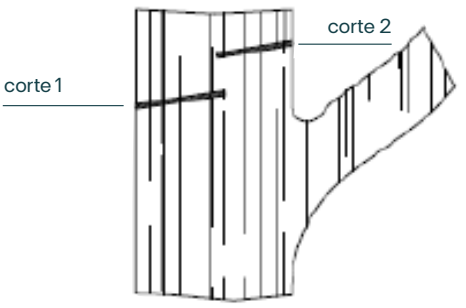
Correct cutting of a thick branch

The first cut is made on the lower side of the branch at point (a) at about 150 or 300 mm after the final cutting point; the cut must penetrate until approximately halfway of the branch.

The second cut is made at point (b) at 25 or 50 mm before the cut at point (a), continuing until the branch falls off. The third cut is made at the trunk to remove the growing stump; point (c) indicates the position of the third cut.

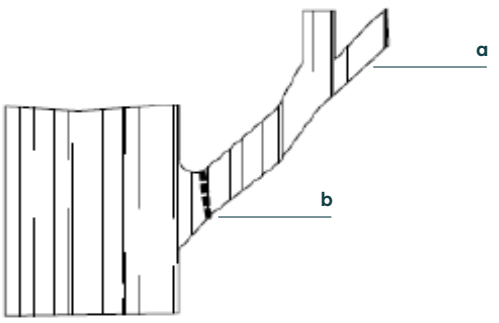
The union of the branch is shown in point (d). The stump must be held with the hand to avoid debarking the trunk. All final cuts must be made such that they allow rainwater to run off easily.

Pruning methods



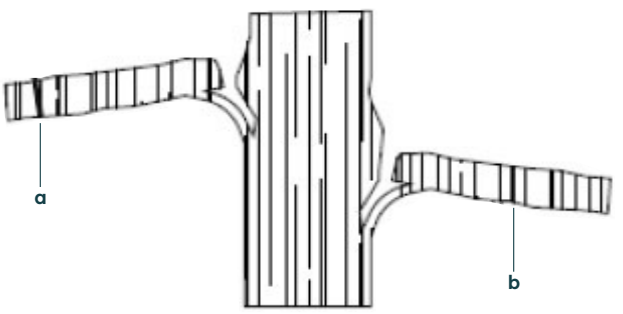
Separating a vertical branch

If the branch to be cut is vertical, the cuts must be made at an angle of approximately of 30 degrees in order to prevent the accumulation of water on the cut surface, which would cause it to rot.



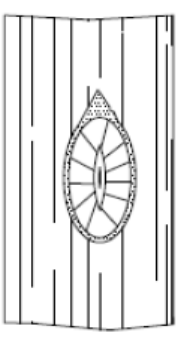
Separation of an overhang of dry wood that constitute a threat to nearby living parts.

This branch was cut at point (a) but should have been cut at (b).



Two other methods of cutting of a thick branch

Only one cut is necessary. The branch must be held using a taut rope firmly fastened at point (a) or using a prop firmly fixed at (b). Both the rope and the prop must remain inclined to keep the branch separated from the trunk at the time of cutting. If the rope or prop should be hung or supported on some existing branch, the latter must be well sheathed to prevent damaging it.



Treating a tree scar after cutting a branch.

If the union has been removed and the top and bottom ends of the scar are very round or square, they must be made pointy, as indicated by the dotted lines

If the union has not been removed, the operation to recut the scar is not so important.

However, a scar trimmed on both ends is highly convenient to achieve good healing.

Thank you!

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