

*edp* renewables

# EDPR

Technical Specification

## General Contract Conditions

July 2021

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Ed.	Date	Revised Sections
V.9.	July 2021	Modification clause 3.15 Delivery Conditions Substitution clause 3.29 Anti-bribery and 3.30 code of ethics and Updated new clause 3.30. Compliance
		Updated Annexes 4 – Suppliers Sustainability Quick Guide for O&M services, 5 – Suppliers Sustainability Quick Guide for E&C Services

## **1. Object**

The object of this technical specification is to establish the general requirements (hereinafter referred to as General Conditions) that must be fulfilled by the contracting companies (hereinafter referred to as the Contractor) for the execution of work or provision of services contracted by any EDP Renováveis entity (hereinafter referred to as the Client). This technical specification does not include contracts made for workers employed by temporary work agencies (ETT) in Spain, which will be subject to a specific technical specification.

## **2. Scope**

The final recipients of this technical specification are authorized Contractors providing services to the Client.

For a Contractor to be authorized (a strict requirement for hiring), the Contractor must register itself in the Client's supplier database or receive approval by means of an internal assessment procedure.

These General Conditions must be annexed to the request for proposal issued by the Client for the procurement of works and/or services, and they shall be applicable to any subject that is not expressly covered in the Contract or in the complementary documents.

Consequently, any exception to these General Conditions that may be requested by the Contractor (or that could be considered implicit in the course of negotiations or for usage, customs and practices) are excluded.

Any exception to these General Conditions shall only be applicable and valid if it is previously established in writing and includes the Client's express agreement.

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### **3.1. Bids**

The Contractor's offers must be valid for a minimum of ninety (90) calendar days from the submission deadline.

If, after receiving the bid request, the Contractor decides not to present a proposal, they shall notify the Client within a maximum period of three (3) calendar days. The Contractor will then proceed to return all documents attached to the application within the same time period.

By presenting a proposal to the Client, the Contractor accepts these General Conditions, which shall become an integral part of the Contract if it is awarded to them.

### **3.2. Award**

The award will be formalized by means of a contract (hereinafter referred to as the Contract) which can take the form of a request, an approval of a quotation, a specific contract or a framework contract, consisting of all documents that are expressly defined as essential.

The Client reserves the right to deny final approval of the work if fifteen (15) calendar days have passed after the reception of the specific contract or framework contract, or the acceptance of the quotation, and the Contractor has not signed, stamped and returned three copies of said document to the Client—with these formalities duly completed and accompanied by the required documentation.

### **3.3. Compliance with Norms and Provisions**

The Contractor is responsible for managing, processing and obtaining, firmly and definitely, all licenses, permits and authorizations needed to fulfill the Contract object, among which include, without limitation,

all municipal licenses necessary for the execution of works, transport permits, approval of facilities and systems, machinery approval, equipment tests, etc.

The Contractor is responsible for paying fees, taxes and expenses accrued from previous licenses, permits and/or authorizations, even when they are obliged by law to acquire them on behalf of the Client.

The Contractor is obliged to maintain the validity of such licenses, permits and authorizations throughout the duration of the Contract.

The Contractor must strictly comply with all laws, orders and rules at the local, municipal, provincial, regional or state level, which may apply to the operations of the Contractor throughout the execution of the works or provision of the services included in the scope of the Contract. Furthermore, the Contractor assumes the responsibility to indemnify and exempt the Client and its employees and representatives from any liability arising from non-compliance due to actions or omissions, even if this may be required from the Client or its employees.

#### **3.4. Knowledge of the site and complementary documents**

When works or the provision of services are to be carried out in an identified and determined physical area, it will be noted that the Contractor must have previously examined the site in order to become familiarized with its present conditions.

The Contractor accepts the conditions of said areas. Under no circumstance will cost increases due to errors in the estimate owing to the site's conditions be accepted after the Contract has been awarded.

Furthermore, the Contractor declares to have full knowledge of the contents of all documents, plans, specifications and provisions included in the Contract, relating to the performance and/or execution of the contracted work or provision of the contracted service.

#### **3.5. Subcontracting**

The Contractor agrees to comply with Law 32/2006, regulating subcontracting in the construction sector. For this purpose, it is understood that the Client acts as Promoter so that the Contractor may have up to a maximum of three levels of subcontracting.

The Contractor may only subcontract work related to the object of the Contract from the companies included in the list of subcontractors. Work to be subcontracted requires approval from the Client, annexing it to the Contract.

In other cases, the Contractor will not be permitted to subcontract, either totally or partially, the execution of the works related to the object of the Contract without prior, written consent from the Client. The Contractor must provide the Client with the subcontractor's details and characteristics. The Contractor will also explain the technical scope of the work to be carried out and provide information about the subcontractor's offer.

The authorization granted by the Client to the Contractor to subcontract any work related to the Contract or order does not imply the creation of any bond or contractual relationship between the Client and the subcontractor. The Contractor is responsible for all activities carried out by the subcontractors.

The Contractor is obliged to notify its subcontractors about the conditions established within the Contract, and to send the Client a copy of the Contract signed by both parties upon request.

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The Contractor is liable for all of the subcontractors' actions, including any obligations that must be observed in the execution of their work, regardless of its nature.

For all intents and purposes, the subcontractors' staff will be considered an extension of the Contractor, and for this reason, will have to justify to the Client the fulfillment of employment, social or other obligations, according to the terms outlined in the General Conditions.

The Client is not liable to any subcontractor, or its staff, for any complaint arising from the Contract. The Contractor must provide an express waiver in writing from the subcontractor regarding the rights granted by Article 1597 of the Spanish Civil Code.

### **3.6. Industrial property**

The Contractor assures the Client that they have the required patents, licenses and, generally, all other intellectual and industrial property rights required to complete the object of the Contract. Otherwise, the Contractor is responsible for obtaining the releases, permits and authorizations required from the holders of the patents, models and corresponding factory brands, bearing the costs of the rights and compensations for such elements.

Complaints made by intellectual and industrial property rights holders as a result of the execution of the Contract will be assumed by the Contractor. The Contractor is liable for the consequences of said complaints, thus fully safeguarding the Client.

All designs, plans and specifications given to the Contractor by the Client for the purpose of completing works (including inventions, patents, utility models and other intellectual property rights generated by or generated from any documents given to the Contractor by the Client for the purpose of completing works) are understood as property of the Client.

### **3.7. Brand and image**

The Client is the sole holder of the EDP Renováveis brand in all of its forms, as well as trade names, logos, identifying signs and/or graphic images.

For the purpose of fulfilling the object of the Contract, the Contractor may use the EDP Renováveis brand in relation to the material for which is expressly authorized and in accordance with the conditions set out in the Contract, these General Conditions, and any guidelines provided by the Client. The expenses derived from the use of the brand and image of EDP Renováveis shall be covered by the Contractor, with the exception that will be indicated later.

The use of the corporate symbols and images of the EDP Renováveis brand by the Contractor for the provision of the services and/or the execution of the contracted works, in no way implies that the Client assumes a position of an employer accepting liability in relation to its staff, as this responsibility corresponds exclusively to the Contractor.

The Contractor shall instruct employees assigned to provide the contracted services regarding the conditions for the use of the corporate brand and identification symbols of the Client.

The Contractor is directly responsible for transmitting a positive image of EDP Renováveis, used for the fulfillment of the object of the Contract. The Contractor is obliged to maintain all material displaying the said brand in good condition, and if necessary, they must provide required maintenance.

The Contractor shall compensate EDP Renováveis for any damage or loss caused by non-compliance with the brand and image guidelines indicated in these General Conditions, in the Contract or as provided by the Client.

The Client reserves the right, without prejudice to the agreement laid out in the Contract, to revoke and/or change the conditions of use regarding its brands, logos and/or any of the corporate symbols owned by the Client. Any modifications will be expressed in writing and sent to the Contractor, which will assume costs incurred resulting from the decision, as long as these are duly justified.

Unless otherwise agreed, the authorization for use of the EDP Renováveis brand will be valid for the duration of the Contract, after which the Contractor will immediately stop using them and proceed to remove and destroy, or return them to the Client if requested.

In addition to the above information, if the contracted services are to be supplied by phone, the Contractor shall adapt to the claims and communication proceedings, as well as the phone assistance provided by the Client.

### **3.8. Quality control, inspections and tests**

The Contractor is obliged to comply with all quality assurance conditions that the Client has implemented for works and services.

The Client and its representatives are permitted to inspect the execution of works or services at any time, including the work center or workshops where the materials or equipment used in the contracted works or services are manufactured, assembled or stored, in order to inspect manufacturing, assembly or storage procedures.

In addition to the tests or trials agreed to in the Contract, the Contractor shall carry out as many tests as necessary in accordance with current legislation or best practice.

All costs deriving from the inspections and tests to be carried out and, where applicable, from necessary repairs, shall be covered by the Contractor, including the travel expenses of the Client's personnel when tests or inspections need to be repeated for reasons not attributable to the Client.

The Client's approval of the tests or trials carried out or the services provided by the Contractor does not imply exemption from any liability by the Contractor.

### **3.9. Technical management and supervision of the works**

The Contractor is the sole party in control of managing the works or services carried out, without affecting the control, supervision or surveillance powers reserved by the Client.

The Contractor will inform the Client of the status of the work on a fortnightly basis, and in particular, of how many incidents occur in relation to it. The Contractor is obliged to immediately notify and record any suspension of the contracted works, either totally or partially.

The Client may require, at any given moment, the documents and details considered necessary to obtain comprehensive information about the execution of the contracted works or the provision of the contracted services. The Contractor shall provide these documents in both paper and digital format, and according to the layout indicated by the Client in each case.

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The Contractor will provide the daily work reports, signed by the designated manager, including all the information and using the mediums and formats indicated by the Client (Work Order/execution date, professional category, etc.). The Contractor is responsible for providing accurate and truthful information.

### **3.10. Orders for changes**

The Client may propose any changes in terms of the scope, quality or quantity of the works or services it deems necessary.

In turn, the Contractor may propose any variation in the scope of the works necessary for their successful completion. These variations must be approved in writing by the Client. Otherwise, the Contractor may not carry out said changes.

The changes referred to in the preceding paragraphs shall be evaluated by mutual agreement, establishing in writing their scope and content, economic assessment and a study of their execution period, in a change order document, which must be approved by both parties. Nevertheless, the Client reserves the right to order the execution of these changes according to the administration prices detailed in the Contract and, in its absence, in the Contractor's offer.

Under no circumstance shall the execution of said changes alter the milestones calendar, with which the Contractor will strictly comply unless otherwise established in the change order.

### **3.11. Suspension of changes**

The Client may order the suspension of work, either totally or partially, by means of an express suspension order that the Contractor is obliged to comply with in the following cases:

1. If the Contractor is carrying out the works in a defective or inadequate way, or if the works are not being executed in accordance with the agreed terms in the Contract and its annexes.
2. If the means and methods used by the Contractor are not adequate to guarantee the correct provision of services and/or execution of works, in accordance with the necessary security parameters in place to prevent damage to people and property.
3. If the means and methods employed by the Contractor are not adequate for ensuring that works, which make up the object of this Contract, are executed in accordance with the quality requirements defined by the Contractor.
4. If the Contractor does not comply with the instructions given by the competent authorities regarding the work undertaken.

In the event of the occurrence of any of the aforementioned circumstances, and following previous and express request by the Client, the works will be immediately suspended until the circumstances that led to the suspension are rectified. In any case, all costs incurred by the above circumstances shall be assumed by the Contractor.

Additionally, deadlines or milestones established in the Contract and its annexes will not be extended as a result, therefore the Contractor will be obliged to comply with them.

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### **3.12. Guarantees, securities and penalties**

#### **3.12.1. Guarantees**

The Contractor guarantees the Client that the work and/or services are performed correctly and in accordance with the provisions, specifications and plans included in the Contract or which may be included later on. In addition, it guarantees that the work and/or services are performed within the established time frame, and will be duly performed in all of their aspects and without defect.

The Contractor also guarantees the Client that the materials, equipment and components it provides comply with the agreed-upon specifications and the applicable rules and regulations, are adequate for their use or purpose, are of the required quality, and have not been used previously.

The guarantee period for the contracted work or services will be as stipulated in the Contract. If not included there, it will have either a duration of eighteen (18) months (beginning from the date of the Provisional Acceptance Certificate issued by the Client) or twelve (12) months (beginning from the normal use or operation of the site/facilities by the Client), whichever occurs first and without prejudice to Article 1591 of the Spanish Civil Code, the Law on Construction Planning (*Ley de Ordenación de la Edificación*), or any other applicable legislation.

During this period, the Contractor must carry out the repair or replacement of the facilities, equipment or elements that bear any defect, fault or irregularity in their design, materials, workmanship, manufacture, function or performance. The decision to carry out a repair or, where appropriate, a replacement, must always be in accordance with the wishes of the Client.

The aforementioned repairs or replacements must be carried out as quickly as possible by the Contractor and without impacting the remainder of the work, services or normal activities of the Client. Where this is not possible, the repairs or replacements must be carried out keeping to a minimum any delay, interference with other works, or the unavailability of the facility. The Contractor must bear all the costs that are incurred in meeting this guarantee, such as the dismantling, transport and installation of equipment, elements or any other item.

If the Contractor fails to diligently comply with the obligations under this guarantee within a reasonable period of time, the Client is entitled to, at its sole discretion, amend said defects either themselves or using a third party. The costs arising from these amendments must be borne by the Contractor or subtracted from the security provided, which must also indemnify the Client for any damages that this has caused. The work or materials that must be repeated, substituted or repaired according to the terms above shall, in turn, have a period of guarantee of equal duration to the aforementioned period, beginning from the date of execution, substitution or repair.

#### **3.12.2. Bank guarantee**

When the parties sign the Contract, the Contractor must provide the Client with a bank guarantee payable on first demand for ten percent (10%) of the total price of the Contract in accordance with the template set out in Annex 1 and as a guarantee of full compliance with the obligations and liabilities arising from the same.

The guarantee shall be issued by a Spanish bank or savings bank, or a Spanish branch of an entity that is not resident in Spain, which does not belong to the endorsed group and has a minimum credit rating of BBB+ or its equivalent. The bank guarantee shall be valid until the expiration of the guarantee period for the contracted work and services.

If, after a revision of the Contract, the parties agree to an increase in price, the Contractor must provide the Client with a new, complementary bank guarantee with the aim of guaranteeing ten percent (10%) of the Contract's final total price. The Contractor must supply the Client with this guarantee within twenty (20) calendar days following the date that said price increase was agreed upon.

In the event that, during the Contract period or its guarantee period, the Client has completely or partially utilized the same, the Contractor will restore the total value of the guarantee according to the aforementioned terms and within a maximum period of fifteen (15) calendar days following the request to do so by the Client.

### **3.12.3. Penalties**

Failure on behalf of the Contractor to meet the deadlines for execution or delivery (whether total or partial) as established in the Contract will give rise to a penalty that, unless an agreement to the contrary is made, constitutes one percent (1%) of the total cost of the Contract per week or period of delay, up to a maximum of ten percent (10%) of the Contract's total price and independent of whether one or many items are delayed.

In the event that there are defects, irregularities or failures in the facilities, materials or equipment, whether they be in their manufacture or availability (and whatever their cause), the Client may apply a penalty of an amount equal to that stated above each full week that lapses without repairs or substitutions commencing. This period shall begin from the date that the Client informs the Contractor of the existence of a fault or defect.

In the event that it has not been possible to rectify the defects or irregularities, and the contracted equipment or items perform or are available at an inferior level than that guaranteed, the Contractor must pay the Client the penalty as agreed in the Contract. In the event that the Contract does not provide for this, the Contractor must pay the cost of the contracted-for equipment or item without prejudice to the Client's other rights..

### **3.13. Financial terms**

#### **3.13.1. Price and payment terms**

The price of the Contract includes all items contained therein and all that the Contractor must provide or perform for the fulfillment of said Contract, with no exceptions other than those that have been expressly excluded.

The costs specified in the Contract are final, fixed and cannot be revised for its duration, except where expressly provided for in the Contract in the event of the modification of the object or the Contract period.

Unless otherwise stated in the Contract, the invoice shall be due within sixty (60) calendar days of the entry of a valid invoice at the Procurement Department's Register in accordance with Law 15/2010 of July 5.

Notwithstanding the aforementioned, the Client reserves the right to return the invoice to the Contractor in the event that any data has been omitted in relation to paragraph 3.13.2 of these General Conditions that is legally required or that is necessary for tax purposes, or where the work or services provided are not compliant. This returned invoice shall be treated as undelivered.

Unless the Client, in the case of specific contracts or certain companies within the Group, demands that payment be made via a paying agency that is selected by the Client using a confirming bank (in which case

payment will be made on the fifth or twentieth of the month corresponding to the due date of the confirmation letter), payment will be made via bank transfer sixty (60) days after the receipt and register of a valid invoice and will be made on the two (2) specified dates for the same, e.g. the first and third Monday of the month.

In any case, all payments made before the provisional receipt or acceptance of the work shall be considered as advances on account and shall not compromise the quality of the described work at any moment.

### **3.13.2. Structure of the invoices**

Invoices will be issued within the established time frames or in accordance with the milestones that the parties expressly agree to in the Contract, and will be sent in duplicate to the management of the Business Unit which requested the contracted service and/or work.

As with the construction certificates, invoices must include the document number (Contract, Request, Quotation Approval or Execution Order) and the structure must be consistent with the relative costs of the contracted service and/or work.

In order for the pro forma or commercial invoices to be accepted, the Contractor must duly complete and deliver to the Client the daily work report, certification or any other document specified.

### **3.14. Transfer of ownership and risk**

Unless otherwise provided for in the general conditions of the Contract, the ownership of the works, facilities, equipment and/or materials that are supplied by the Contractor shall be transferred to the Client free of any charge or encumbrance. This shall take place at the time of their payment or once delivered to the Client's facilities or place of execution of the contracted work or service, whichever occurs first, and without prejudice to the Client's right to refuse to accept these works, facilities, equipment and/or materials due to their inferior quality to that stipulated or should they not meet the agreed upon specifications.

Regardless of when the transfer of ownership of the works, facilities, equipment or materials occurs, the transfer to the Client of all the risks associated with the same shall, with no exception, take effect following the provisional acceptance.

### **3.15. Delivery conditions**

The delivery of materials must take place at the time and place agreed upon in the Contract/request under DDP terms in accordance with Incoterms 2020.

### **3.16. Organization of human resources and materials**

The Contractor shall have a real business structure with its own materials and human resources that are adequate for the activities requested by the Client, and these shall be organized and employed by the Contractor for the correct completion of the contracted activity and for which it shall be solely liable.

The Contractor undertakes to establish an autonomous work organization so that no employment relationship, under any current legislation, is established with the Client.

The Contractor must carry out all contracted work and/or services using personnel that are part of its workforce, possess the required training, experience and qualifications for the contracted services, and

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are hired in accordance with current legislation, and shall provide the Client with profiles of said personnel as and when requested.

The Contractor must inform the Client of changes that come about to the personnel assigned to carry out the services and/or work related to the object of the Contract, as well as any other change in circumstances that may affect the normal execution of the same.

The Contractor shall be solely responsible for the organization of work, design of tasks and control of employees, as well as any other general activity relating to the management of the contracted services, and must designate one individual responsible for the organization and technical management of the staff that have been hired for carrying out the same, and for liaising with the Client.

The working conditions and disciplinary procedure for the Contractor's personnel are its sole responsibility, and it shall be solely and ultimately responsible for managing and directing its own employees and complying with its employment obligations in accordance with applicable legal regulations.

Nevertheless, if there are justified reasons (i.e. non-compliance with the Client's preventative policy) or in case of a reasonable and justified previous request by the Client, the Contractor agrees to replace, at no additional cost, those employees that are observed repeatedly engaging in behavior that is not compatible with the objectives of the work to be performed.

The Contractor must provide its personnel with workwear that bears its brand or distinctive sign, except in those cases expressly excluded for reasons related to corporate image.

When the activities related to the object of the Contract must take place at the Client's or a third party's worksite, the Contractor's employees must leave the facilities and the items used therein clean and in order once the corresponding work or activity is completed, or on a daily basis in the case of work that takes place over various days.

The Contractor must collaborate with other companies, personnel and entities that the Client may assign for the performance of other tasks in the same workplace, and duly work alongside them in a respectful manner. This collaboration shall not, in any case, lead to a change in price or revision of the deadlines specified in the Contract.

The Contractor shall inform the Client of new hires and departures of personnel for the provision of the services and/or work, as well as any changes that may affect the normal execution of the Contract, supplying documentation that justifies said changes. The Contractor's or subcontractor's personnel must abide by the Client's identification rules.

In the case that the work must be carried at the Client's facilities and, due to their duration or nature, the number of employees needed to carry out the same, or governing legislation, it is necessary to install toilets, showers, changing rooms, or storage areas for combustible materials, small spare parts, tools and other materials, the Contractor shall install these facilities on the site made available by the Client and shall exclusively bear the cost for the same.

The Contractor must supply its employees with the tools, utensils, resources, safety equipment and any other general material needed for the execution of the contracted works, and will bear all the costs for their purchase, maintenance and replacement. In exceptional circumstances, the Client may provide the Contractor with the equipment needed in order to properly carry out the contracted work, subject to the price and other conditions being included in the Contract for that purpose.

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### **3.17. Employment and social security obligations & Occupational risk prevention**

#### **3.17.1 Employment and social security obligations**

The Contractor commits to comply with the ruling employment regulations for the entire duration of the Contract, namely, among other conditions, to ensure that the employees assigned for this service are integrated into its permanent workforce or are duly hired under the appropriate contract, to ensure they are qualified for carrying out the contracted works, to maintain payment of the corresponding salaries, and to meet the obligations related to social security, which they must demonstrate, at the request of the Client, by supplying the Client with a social security certificate that complies with these obligations.

The staff members hired by the Contractor are solely dependent on the same and in no circumstance enter an employment relationship with the Client. Any employment obligation relating to said staff, such as, among others, the payment of wages, hires, social security contributions, and risk management for occupational hazards and illnesses are under the exclusive control and responsibility of the Contractor. The Client is at all times exempt from any employment-related obligation, whether direct or subsidiary, toward the Contractor's staff.

The Contractor must hold the Client absolved from any consequences that derive from any action, claim or procedure instigated by a third party for non-compliance with any employment or social security obligation, bearing any cost that arises from the same. In the event of non-compliance, the Client may retain from any amount accrued in favor of the Contractor a sum equivalent to the total liability that it reasonably deems could arise from the same.

#### **3.17.2 Occupational risk prevention**

The Contractor must adopt those measures needed for compliance with the rules in force governing the prevention of occupational risks contained in Law 31/1995 of November 8, its provisions still in development, and/or those complementary provisions such as those within EDP Renováveis' Occupational Risk Prevention Manual (Annex 3) which must always be complied with. As a consequence of that stated above, the Contractor undertakes as its own responsibility to use and establish, among others, the means necessary to evaluate risks, plan preventative measures, train and inform workers of these risks, establish actions to take in case of emergency and implement a system to regularly monitor its employees' state of health.

The Contractor is responsible for ensuring the health and safety of both its own employees, subcontractors, and other workers that are employed through temporary work agencies.

In accordance with the contractual terms or when requested to do so, the Contractor will attach to the Client's IT tool the requested documentation regarding the following circumstances:

- That, when carrying out activities in the Client's place of work, it must take into consideration the information the Client makes available to it regarding occupational risks and preventative and emergency measures that have been identified in the place of work, both when evaluating the risks of its activities and when planning preventative actions, in accordance with Article 16 of Law 31/1995, November 8, on Occupational Risk Prevention (*Ley de Prevención de Riesgos Laborales*).

Likewise, risk assessment and preventative planning for the work or services deemed part of the Client's own activity must be demonstrated in writing before the commencement of the activity.

- That, prior to the commencement of the works, the Contractor has provided its employees with adequate training regarding the risks associated with the work they will perform and the preventative measures to take to mitigate these.
- That its workers are informed of the specific work they are to undertake, the scheme of the work and its risks, both general and specific, as well as the preventative measures to take, and the individual and collective protective equipment to use before commencing any work-related activities. They must also be informed of the measures to take in case of an emergency and the monitoring or control system of the work.
- That it must comply with the obligations regarding health and safety that relate to its workers.

When the Contractor shares the worksite with one or several companies it must comply with the duties of cooperation and coordination in accordance with Article 24 of the Occupational Risk Prevention Law (*Ley de Prevención de Riesgos Laborales*) and Royal Decree 171/2004 of January 30, in such a way as to ensure the adequacy of risk assessment and the preventative measures taken.

Whenever an incident occurs in the execution of the contracted work, the Contractor must inform the Client under the terms set out in the Sustainability Quick Guide for O&M Services and the Sustainability Quick Guide for E&C Services (Annex 4 and 5, respectively), depending on that which is most appropriate.

The Client will supervise the implementation of rules and requirements for the prevention of occupational risks. This does not relieve the Contractor of the responsibility to adopt these measures accordingly.

In addition, the Contractor will be subject to EDP Renováveis's Disciplinary & Sanctioning Regime (Annex 6) which aims to strengthen health and safety requirements in the workplace and environment already incorporated into the company's Sustainability Quick Guides for suppliers.

Before commencing the work, the Contractor must supply the Client with the relevant Occupational Risk Prevention documentation as detailed in a non-exhaustive manner in the Sustainability Quick Guide for O&M Services and the Sustainability Quick Guide for E&C Services, depending on the type of work or service, as a means of coordinating business activities. The Contractor must supply this information via the Client's IT tool. The Contractor must also appoint safety coordinators depending on the type of work to be carried out and according to the Client's criteria.

### **3.18. Tax obligations**

- By signing the specific contract or framework contract, quotation request or quotation approval, the Contractor declares its awareness of current tax obligations and commits to comply with them under the terms provided by law throughout the Contract period and to accredit this fact at the request of the Client.

In the event that the Contractor does not comply with the obligations required under tax law, the Client may withhold any pending payments up to an amount that is equivalent to the total liability which may reasonably be deemed likely to arise.

If the Contractor is a fiscal resident of Spain, the mechanism by which it certifies that it is aware of its tax obligations will be by the delivery, at the time of signing the Contract, of a certificate issued by the Tax Administration in the twelve (12) months preceding payment of each invoice, under the terms established by Article 43.1.f of Spain's General Law on

Taxation (Ley General Tributaria) and those others which expand upon it.

- If the Contractor is not a fiscal resident of Spain, they shall deliver to the Client at the time of issuance of the invoice a valid certificate of fiscal residence, issued by the tax authorities of their country of residence, for the purposes of applying the Double Taxation Treaty between Spain and their country of residence.

If the Contractor does not provide such a certificate, the Client may withhold payment of an amount equal to that required by the applicable tax legislation.

### **3.19. Environmental protection**

The Contractor shall take all measures deemed necessary to ensure strict compliance with environmental legislation.

Maintenance and equipment replacement, temporary facilities and surplus materials such as garbage, debris, packaging, scrap and all types of waste generated, will be removed and managed by the Contractor or by a duly authorized company, under the Contractor's charge, in the event that the type of residue so requires it once the work is completed, leaving the ground completely clean and unobstructed in the safest way possible, minimizing the risk of contamination.

The Contractor must immediately inform the Client of any environmental incident that occurs during their work, submitting a written report detailing the extent of the incident and its causes.

The Contractor is liable for any damage caused to the environment and/or to the Client and any penalty, complaint or claim arising from any breach of its environmental obligations.

### **3.20. Personal data protection**

The Client shall process all personal data (in the case of legal persons and self-employed persons) provided by the Contractor or belonging to its shareholders, employees or collaborators (for purposes of this clause, the Contractor refers to the Contractor's company, its shareholders, employees and/or collaborators), acquired by the Client as a result of the contractual relationship, including the pre-contract stage.

Before providing the Client with personal data belonging to any legal person involved in the execution of the Contract, the Contractor undertakes to inform this individual of the content of this clause and shall fulfill all other applicable requirements for the correct transfer of data, without taking any further action in terms of information and consent.

The Client is responsible for the processing of personal data collected from the Contractor in the execution of the Contract and must process this in accordance with the provisions of this notice and the applicable legal provisions. This notice applies to all Contractors.

The Client shall collect personal data related to the following categories:

- Personal data belonging to the Contractor's representatives.
- Data regarding the powers with which they act.
- Identification and contact details (including postal and/or electronic addresses).

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- Personal data of the representatives who will undertake the work described in the Contract.
  - Data for the management of work accidents and leave. Proof of payment by the Contractor of employee social security contributions. Social Security TC1 and TC2 forms.
  - Management of access to company tools, allocation of roles and responsibilities.

Personal data belonging to the Contractor will be processed for the following purposes:

- a) The execution of the obligations established under the Contract.
- b) Compliance with applicable national or European regulations and/or to meet the requirements of public authorities.

The purposes of a) and b) shall be defined collectively as Contractual Purposes.

- c) The exercise of actions or legal defense in court proceedings, administrative and/or judicial proceedings, including in relation to debt collection procedures, as well as through third parties.
- d) The execution of a possible merger, asset sale or transfer of all or part of the business by revealing and transmitting data to a third party or parties that are involved in the related transaction.

The purposes of c) and d) are defined collectively as Legitimate Interest Purposes.

Handling of the Contractor's data shall be necessary in relation to the Contractual Purposes needed for:

- The execution of the Contract in respect of the cases falling under a).
- To comply with the provisions as required by applicable laws as per b).

If the Contractor does not provide their personal data regarding the Contractual Purposes, the Client shall not perform their obligations under the Contract with the Contractor.

The Contractor's personal data regarding the Legitimate Interest Purposes is processed in accordance with Article 6, section f of the EU General Data Protection Regulation No. 679/2016 (GDPR) for identifying the Client's legitimate interest. This process shall maintain the right balance with the Contractor's interest, ensuring data processing is performed within the limits strictly necessary for such economic activities. This data processing is not obligatory and the Contractor may oppose it at any time through the procedure detailed below. In such a case, the Client will not perform any data processing, except in the case that the Client proves the existence of legitimate and compelling reasons for the processing or for the establishment, exercise or defense of legal claims.

The processing of the Contractor's personal data must be performed electronically and/or manually, and in a way that ensures the safety, security and confidentiality of the data thanks to adequate administrative, technical, personal and physical safeguards against loss, theft and unauthorized use, disclosure or modification.

For Contractual Purposes, the Contractor's personal data may be transferred to the following categories of recipients located within the EU and, within the limits set forth below, outside the EU:

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- a) Third-party service providers responsible for processing activities and providing services, assistance and/or advice to the Client, among others, regarding technology, accounting, management, legal, insurance and IT issues.
  - b) Companies within the Group the Client belongs to.
  - c) Persons and/or authorities entitled to access the data legally or those statutorily recognized, or by provisions issued by authorities legally empowered to do so.

For Legitimate Interest Purposes, personal data may be transferred to the following categories of recipients located within the EU and, within the limits set forth below, outside the EU:

- a) Third-party service providers responsible for processing activities that provide services or assistance, including recovery procedures and the assignment of credit.
- b) Companies within the Group the Client belongs to.
- c) Potential purchasers of the Client, and entities resulting from merger processes and any other type of alteration affecting the Client.
- d) Competent authorities.

Personal data will be handled by the aforementioned recipients and, according to each individual case, they shall be responsible for its processing.

The Contractor's personal data may be transferred to countries within and outside the European Economic Area. For transfers from the EU to countries that the European Commission does not consider appropriate, the Client has implemented appropriate and adequate measures to protect the Contractor's personal data. Consequently, the Contractor's personal data would be transferred in accordance with the requirements and obligations established under the applicable data protection rules.

For more information on appropriate and adequate security measures, the Contractor may contact the Client by the method described below.

The Contractor's personal data will be stored for as long as necessary to complete the purposes for which it was collected. In any case, personal data collected for Contractual Purposes and for Legitimate Interest Purposes will be kept for a further period of fifteen (15) years after the Contract's completion or termination, except where the retention of the same would be necessary for response to or presentation of a legal action, at the request of the competent authorities or in compliance with applicable regulations.

The Contractor may at any time exercise their rights of access for rectification, erasure, objection and restriction, and request the transfer of data by writing to EDP Renováveis, C/ Serrano Galvache 56, Parque Empresarial Parque Norte, 28033 Madrid, or by email to: [complianceofficer@edpr.com](mailto:complianceofficer@edpr.com), in accordance with the provisions of current regulations.

To exercise their rights, the owner must accompany the application with a copy of their ID or an equivalent document proving their identity.

If the applicant considers that the Client has violated their rights under the applicable data protection legislation, the applicant may file a complaint with the Spanish Data Protection Agency ([www.agpd.es](http://www.agpd.es)).

If, for the provision of the service, it is necessary for the Contractor to undertake the processing of personal data under the Client's responsibility, the relationship between the Client and the Contractor shall be regulated by a contract stipulating the rights and obligations of both parties regarding the processing of the data. For these purposes the Contractor is considered the "Processor", that is to say, the natural or legal person, public authority, agency or other body which processes personal data on behalf of the "Controller" (the Client).

To this end, both parties must sign a Data Access Agreement or Data Processing Contract, which should include, as a minimum, the following aspects:

- The object of the contract.
- The length of the contract.
- The nature and purpose of the data processing.
- The processing activities.
- The type of personal data to be processed by the Processor.
- The categories of data held.
- The criticality level of the Processor, which will be decided on the basis of a questionnaire provided by EDP Renováveis.
- Obligations and rights of the Client and the Processor.
- All necessary technical and organizational measures to be adopted in accordance with GDPR, ensuring in particular a level of security appropriate to the risk and the protection of the rights of those concerned.

A template of the Data Access Agreement to be signed by the Contractor and Client is attached to these General Conditions (Annex 7).

### **3.21. Insurance**

The Contractor is obliged to take out the following insurance, making sure to maintain its validity throughout the Contract period:

- Civil Liability Insurance to cover potential liabilities that may be incurred by the Contractor and/or its subcontractors for damages to and losses of human or material resources, for itself or its employees, and for the Client or third parties, caused by or as a result of the execution of the contracted work. This must be formalized and kept valid for the duration of the Contract, with an insurance company of recognized solvency. The policy must cover:
  - General
  - Employers
  - Cross-civil liability
  - Post-work liability
  - Securities and legal expenses
  - Products (should the work consist of the delivery of a final product)
  - Material and personal damage, and any resulting damages

- Damage to preexisting goods
- Accidental pollution

The Civil Liability Insurance may in no case cover less than is specified in the document TS/101 Assignment of Civil Responsibility Limits and Policies. All Risks, Construction and Assembly or in the Accompanying Letter attached to the Bid Request in cases where the complexity of the work requires specific treatment.

- Insurance for all Construction and Assembly Risks (in the case of contracts for construction work) which covers material damage and/or losses incurred during construction or assembly, including equipment and/or machinery used therein. The general indemnity limit must be at least equal to the value of the Contract. Such insurance must remain in force from the date of commencement of work until provisional acceptance by the Client and shall include the following coverage: all construction and assembly risks; clean-up expenses; machinery and equipment; natural hazards; strikes, riot and civil unrest; terrorism; extensive maintenance; preexisting elements (if any), and contiguous elements (if any). This insurance must enable the Client to undertake Advance Loss of Profit Insurance (ALOP) if appropriate.
- Insurance for all Construction and Assembly Risks may in no case cover less than is specified in the document TS/101 Assignment of Civil Responsibility Limits and Policies. All Risks, Construction and Assembly.
- Transport Insurance (whether by sea, air or land) to cover losses, delays and/or damage suffered by the equipment or materials used in the construction or installation related to the object of the Contract while in transit. The indemnity limit per trip will be at least the maximum value of the goods transported. The policy shall remain in force until the date the Client signs the document certifying the compliance of all equipment or materials that are part of the contracted work or installation. This insurance must enable the Client to undertake Advance Loss of Profit Insurance (ALOP) if appropriate.
- Compulsory Work Injury and Sickness Insurance for all employees, including temporary and permanent work disability and death, in each case under the conditions established by the applicable laws. The Contractor shall be responsible for its subcontractors maintaining, in turn, the same coverage in relation to its own staff.
- Compulsory Motor Insurance for Carrying Goods or People for the Contractor and/or its subcontractors, in the performance of its contractual obligations (whether or not they own them), supplemented with additional Optional Civil Liability cover.
- Any other insurance or guarantee that the Client may also require in compliance with the provisions of the Contract, or that required by administrative authorities in compliance with ruling regulations.

Contracts concluded between the Contractor and its subcontractors must state that the latter assume the same obligations as the Contractor with regard to insurance, where this is applicable.

The Contractor must require and confirm that each of its subcontractors or service providers maintain in force the policies they take out, with adequate coverage of the obligations referred to in this document and in accordance with industry practices.

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Any amounts paid by the insurance companies under the insurance policies will go toward repairing damage caused and/or replacing of damaged goods, except any amounts paid for by Civil Liability coverage, which will be paid to the beneficiary.

The Contractor undertakes to inform the Client, for the duration of the Contract, of any event that may affect the validity and conditions of the insurance policies. In case of a claim, the Contractor shall immediately notify the Client, whatever their nature, causes and extent, forwarding a written report specifying these circumstances.

In case of an incident, any difference arising between the damages and the indemnities paid (whether this difference is due to the application of exemptions, lack of coverage or policy limitations, the application of exclusions that are not common in the insurance industry for such risks, underinsurance, non-payment of premiums or other similar circumstances in the insurance contract), such difference shall be assumed by the Contractor, unless the incident is attributable to the Client.

The Contractor and subcontractors will confirm in writing, before the start of the work and when required by the Client, the undertaking, content and validity of the insurance required in the preceding paragraphs.

Should EDP Group be subject to financing or any other possible social or financial change, forcing a change in coverage or the inclusion or exclusion of beneficiaries, the Contractor must adapt to this new situation or new need for coverage with the insurance company.

The required documentation must be a certified copy from the original issuer, or a photocopy accompanied by the original, which will be returned to the Contractor once confirmed by the Client. These certificates establish that the insurance company shall provide the Client with any notice of any change or cancellation of coverage within thirty (30) days. The terms and conditions of the insurance contracts may not be changed or cancelled during the period of coverage without the prior consent of the Client and a period of thirty (30) days' notice of any modification to the aforementioned policies.

All aforementioned policies must be taken out with an insurance company of recognized solvency.

The existence of insurance policies does not remove or limit, in any case, the responsibilities borne by the Contractor in accordance with applicable legislation, these General Conditions and the Contract (whether a specific or framework contract), or any request or quotation approval agreed by both parties.

### **3.22. Liability**

#### **3.22.1. Pre-contractual liability**

The terms established in these General Conditions (including the actions, expenditure or activities carried out by the Contractor to prepare such provisions or to create or present a Bid) are not to be understood as contractual or pre-contractual between the Client and the Contractor, which could lead to any type of liability or obligation for the Client.

Consequently, the Contractor expressly accepts that the Client shall not take any liability nor accept any obligation on the grounds of the request, presentation, analysis, completion, assessment or refusal of a certain Bid—being limited to the obligations and responsibilities allocated to the Client, such as those, when applicable, which may be established in the Contract.

If the offer is withdrawn or revoked during its validity period of ninety (90) days, or after having been accepted, the Contractor shall indemnify the Client against any damage or loss caused.

### **3.22.2. Contractual liability**

The Contractor is liable for the actions it causes or those caused by its employees or third parties for which it may be responsible—including its subcontractors—as well as for the damage caused during the execution of the Contract to the Client, including its employees, property, goods and rights. The aforementioned damages include those caused as a result of the execution of the Contract, both as a result of the actions taken and of omission. To this effect, damage shall refer to any disturbance, incident, problem and, in general, any losses that (as a result of the execution of the Contract) may occur relating to the work, performance and/or regular operation of the Client's installations.

Without prejudice to the liability for damage caused to third parties, the Contractor is liable for all material damage resulting from the execution of the Contract to the goods and property of the Contractor.

All damage to goods and property, both public and private, caused by the Contractor as a result of the work executed, shall be duly repaired by the Contractor, who shall also bear the costs. Otherwise, the Client may provide for them, without prejudice to charging the resulting costs to the Contractor.

Furthermore, the Contractor is responsible for all expenses incurred by the Client with third parties in the cases established in the Contract, including when the Contractor does not provide for them. If this were the case, the Client would be entitled to hire them.

Notwithstanding the foregoing, the Contractor is not liable for any indirect and/or consequent damage caused, except if such damage results from serious fraud or negligence committed by the Contractor.

The Client is entitled to execute the bank guarantees provided by the Contractor, or compensate the amounts owed by the former to the latter, to make up for the amounts that the Contractor is obliged to pay as a result of the provisions mentioned in the preceding paragraphs.

### **3.23. Certificate of Satisfaction**

The Contractor shall provide the Client with a complete Certificate of Satisfaction, including those from third parties, prior to the final payment.

If any complaints appeared after the final payment, the Contractor shall indemnify the Client against the expenses it incurred resulting from such a complaint.

### **3.24. Confidentiality**

Notwithstanding the attached Confidentiality Agreement (Annex 2), the Contractor shall also comply with the following clause.

Without the Client's prior written consent, the Contractor shall not disclose to any third parties the conditions under which the Client contracted or will contract the job's execution or the provision of the service.

Unless otherwise stated in the Contract, all information exchanged between the parties (either prior to or after the date of the preparation or execution of the Contract) will be confidential, used solely for the purposes outlined in the Contract. Such information and/or documentation shall not be disclosed to third parties by any means—whether verbally, visually or in writing—unless previously and expressly authorized by the other party.

Each party shall ensure that confidential information is not brought to the attention of any unauthorized individuals, excluding those employees, subcontractors, agents, representatives or consultants who require such information in order to ensure proper fulfillment of the Contract or to comply to the tasks assigned to them. The parties commit to transfer the aforementioned obligation to all its employees. Additionally, the Contractor shall include this commitment in the Contracts signed with subcontractors, namely those who are obliged to take on such confidentiality obligations under the terms set forth in this provision.

All documentation or information already made public or disclosed to the market (with such information or documentation not having any restriction or obligation of confidentiality linked to it) is not subject to this Confidentiality Agreement.

Should the Contractor be required by regulations or by the competent judicial, administrative or other authorities to disclose information, the Contractor shall notify the Client as soon as possible of the existing obligation. The Client will adopt the most convenient measures to best defend their interests, including restrictions to information sharing to the extent permitted by current legislation.

If compliance with such obligation or mandate cannot be avoided, the Contractor shall comply to provide only the part of the confidential information subject to these requirements. Likewise, the Contractor shall take all necessary measures to ensure the confidential information provided is kept confidential by the recipient, directly informing the Client of the specific confidential information being disclosed.

After the termination of the Contract, each of the parties shall return any confidential information it may have to the other party. The parties shall also provide, if applicable, evidence of the elimination of said information, expressly complying to not keep any copy of it.

### **3.25. Credit compensation**

In the event of non-compliance by the Contractor with any of the obligations assumed in the Contract, which creates for the Client any economic liability or consequence, the Client shall be entitled to withhold and/or to compensate (up to the limit of said liabilities and/or expected consequences) any credits in its possession that are due net and payable in favor of the Contractor.

### **3.26. Assignment of contracts**

The Contractor should not assign this Contract, either totally or partially, without receiving the Client's consent in writing for that purpose. Subject to that mentioned above, the provisions of the Contract shall, whenever deemed appropriate, be made extensive and shall be binding upon the successors in title and the assignees of the contracting parties.

Additionally, the Contractor shall not assign any of the economic, commercial or financial credits and rights arising from the Contract, nor shall they perform any kind of operation which requires the use of the aforementioned rights and credits.

### **3.27. Force majeure**

Neither party shall be held responsible for delays in the work's execution or for not carrying it out for circumstances beyond their control, understood as the cases referred to in Article 1105 of the Spanish Civil Code.

The party affected by a case of force majeure shall inform the other party in writing as soon as possible. In any case, this correspondence should be made within a maximum period of three (3) calendar days from the moment the party is made aware of the situation. This correspondence should mention the cause, its estimated duration and the consequences for the contracted work, as well as attach the documents that serve as evidence.

In the event of force majeure, compliance with all obligations affected shall be suspended for the duration of said occurrence. The parties should not be held liable for the consequences of such events. After the cessation of the period of force majeure, the parties shall agree upon, to the extent possible, the measures needed to recover lost time. They must also adopt all measures within their power to ensure that the execution of all the Contract's obligations is re-established under favorable conditions and with the least amount of delay possible (after the cause of force majeure has ceased).

Notwithstanding, if the cause of force majeure were to be prolonged for a period greater than three (3) months, either party is entitled to terminate the Contract.

The following cannot be invoked by the Contractor as causes of force majeure:

1. Meteorological conditions or events that could have been reasonably foreseen by the Contractor.
2. Insufficient workforce or lack of materials.
3. Any delay or failure to obtain the materials required.
4. Any non-compliance or delay resulting from a subcontractor.
5. Strikes or lockouts, unless they are general strikes found across the sector.

### **3.28. Termination of the Contract**

In addition to the causes established by this Contract, other sections of these General Conditions and/or by law, the following shall be considered grounds for termination of the Contract:

#### **3.28.1. By the Client:**

- a) If the Contractor fails to comply with any of its obligations under the Contract, or carrying out any work that is non-compliant with the documents in the Contract, or if Contractor executes the work in such a way that the quantity and quality of said work does not reasonably correspond to the amount of time spent, the Client may use their discretion to assume that the work will not be completed in time.
- b) If there are frequent mistakes and/or defects in the execution of all contracted work/assignments.
- c) When the Contractor totally or partially assigns services to subcontractors, in violation of the guidelines detailed in the Contract.
- d) If work is interrupted for more than one (1) week, unless the interruption is due to legitimate reasons which entirely hinder the Contractor from continuing with the work.

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- e) As a result of any non-compliance by the Contractor with the provisions established by labor laws, social insurance and its regulations, and/or Occupational Risk Prevention legislation.
  - f) If the Client's brand, image, distinctive symbols and/or logos are used inappropriately and/or in violation of the guidelines detailed in the Contract.
  - g) If insurance policies are not taken out and/or are not renewed under the terms established in these General Conditions. Any other non-compliance by the Contractor which may significantly affect the adequate and successful execution of the Contract, or any other example of non-compliance established in this Contract, is grounds for termination.
  - h) If the Contractor fails to update their registration in RePro (a joint system for the registration and classification of suppliers), if applicable.
  - i) If any legal activity (e.g. dissolution, transformation, merger, acquisition or any other structural change including capital reduction) takes place, causing a significant change in the ownership of the shares of the Contractor, a direct or indirect change of control of the Contractor or the other entities that control the Contractor or those that it depends on.
  - j) The Contractor ceases all activity.
  - k) Failure to comply with the obligations established under clause 3.30 (Sanctions).

If any of the aforementioned causes for termination were to take place, the Client would be entitled to either demand the completion of the Contract or to terminate it. If the Client chooses to terminate the Contract, they shall inform the Contractor in writing fifteen (15) days before the date on which the termination is to become effective. Upon receiving this notice, the Contractor must immediately cease all work, only carrying out those actions needed to protect what has already been completed and to proceed with their delivery to the Client.

The aforementioned information is without prejudice to the indemnity of damages and losses that the Client suffers as a result of the termination of the Contract. These shall be compensated with the pending payments to the Contractor that exist, or the deposit that the Contractor may have provided. In the case that these amounts do not cover the damages, the Contractor would be charged directly.

The Client is entitled to unilaterally render the Contract ineffective, being solely required to notify the Contractor in writing, thirty (30) calendar days in advance. In this situation, the Client would need to pay for the work carried out and any other expenses incurred up to the Contract's termination, as well as other costs that are reasonably incurred as a result of such termination. The Client shall not pay any amount for expenses which may arise from loss of profits or compensation for damages, and it shall maintain the retentions and guarantees that correspond to the work carried out during the established period. The payment of this sum shall be considered a total compensation for any claim for damages and/or losses. Accordingly, the Contractor shall declare all amounts to be settled, closed and compensated upon receiving said amount, waiving the right to file a claim against the Client.

### **3.28.2. By the Contractor**

1. The suspension of work for more than five (5) weeks as a result of a cause attributable to the Client.

2. The unjustified lack of payment by the Client of two (2) invoices, under the terms established in the Contract and/or these General Conditions.

In this situation, the Contractor shall send a notification to the Client to report the supposed non-compliance as well as its intention to terminate the Contract if not resolved within a reasonable period of time. If it is not resolved, the Contractor shall be entitled to terminate the Contract, charging the Client for all work executed up to that date, as well as an amount equivalent to two percent (2%) of the work which is pending to be carried out. This amount should correspond to the total amount of damages and losses that the Contractor would claim from the Client for this early termination of the Contract.

Furthermore, both parties are entitled to request resolution of the Contract in the case described in section 3.26 of these General Conditions, regarding force majeure events.

In the aforementioned cases, the Client is entitled to take possession of all work completed up to that date, as well as keep all or some of the collected, partly manufactured or delivered materials. The Client shall pay for them according to the price established in the Contract. If not previously established, the Client shall pay the price that both parties mutually agree upon. If reaching a mutual agreement proved impossible, the price would need to be established through an expert's appraisal.

### **3.29. Compliance**

EDPR performs its activity under high ethical standards, of business integrity, consciousness and social responsibility, as well as with a strict respect and compliance of the corresponding legislation, and with no tolerance, for Group companies, collaborators or partners, of any behaviour that could question these principles of market positioning.

The Contractor declares that he/she:

- Knows and respects the commitments adopted by the EDPR Group about ethics, integrity, compliance and fight against corruption, as described in its reference documents, available at <https://www.edpr.com/en/edpr/our-company/ethics> complies with national and international legislation in force applicable to the Contract
- There is no conflict of interest related to the purpose of the Contract

The Contractor will immediately inform EDPR Group:

- If, during the process of drafting or executing of the Contract, has knowledge of any situation that could create a conflict of interest that might have an impact on the Parties, the purpose of the Contract, or the related activity.
- Of any infringement or any circumstance that could potentially involve a serious breach of national or international legislation applicable to the Contract, as well as any other national or international legislation related to corruption or bribery.

During the execution of the Contract, the Contractor undertakes to actively cooperate with EDPR and allow EDPR to fulfil of its own legal obligations arising under its duty of vigilance. With this purpose, the Contractor will implement, if not existing, a model of Compliance with the appropriate controls in terms of integrity and prevention of corruption, and ensure to prevent actions as to promote and/or accept, directly or indirectly, undue advantages from third parties, nor to request, promote or accept, for its own benefit or to other people's benefit, undue advantages with the scope of obtaining a favourable result, establishing procedures and implementing the appropriate and necessary measures.

EDPR may require the Contractor to prove its compliance with the requirements set out in this clause at any time, requesting information or auditing the Contractor, directly or through a third party, at any time and at its own expense, provided that it gives prior notice of the audit to the Contractor. In the event of an audit, the Contractor undertakes to grant EDPR employees access to its premises and to provide EDPR with all information and/or documents that it may request for the successful completion of the audit.

Any breach of the provisions of this clause by the Contractor, as well as the commission of any infringement of commitments adopted by EDPR Group on ethics, integrity, compliance and fight against corruption, will be treated as a breach of contract, justifying the suspension and/or termination of the contract by EDPR on the terms and conditions set out in the Contract.

### **3.30 Sanctions**

The Contractor shall not (i) enter a business relationship with a Sanctioned Person (as defined below) nor (ii) shall they make funds available to or for the benefit of—whether directly or indirectly—a Sanctioned Person. Additionally, the Contractor must include in each contract established with third parties the obligations set out in this clause (3.30).

A “**Sanctioned Person**” refers to any natural or legal person who appears on one or more Sanctions Lists.

“**Sanction Lists**” refer to:

- a) Any restrictive economic, financial or business measure, as well as any trades and arms embargoes enacted by the EU in accordance with Chapter 2 of Title V of the Treaty on European Union and Article 215 of the Treaty on the Functioning of the European Union, as available on the official website of the EU [https://eeas.europa.eu/topics/sanctions-policy/8442/consolidated-list-of-sanctions\\_en](https://eeas.europa.eu/topics/sanctions-policy/8442/consolidated-list-of-sanctions_en). This includes any amendment and supplement thereof that may exist on this or any official website.
- b) Any restrictive economic, financial or business measure, as well as any trades and arms embargoes issued by the United Nations Security Council in accordance with Article 41 of the Charter of the United Nations, available on the official website of the United Nations <https://www.un.org/sc/suborg/en/sanctions/un-sc-consolidated-list>. This includes any amendment and supplement thereof that may exist on this or any official website.
- c) Any restrictive economic, financial or business measure, as well as any trades and arms embargoes issued by the competent corporations/official institutions or the programs which administer, enact, implement and/or enforce sanctions in the United States—including the Office of Foreign Assets Control, a part of the US Department of the Treasury, as well as all sanctions available, among others, on the Treasury’s official website <https://www.treasury.gov/resource-center/sanctions/Programs/Pages/Programs.aspx>. This includes any amendment and supplement thereof that may exist on this or any official website.

### **3.31. Language**

Spanish will be used for all contractual relations. Consequently, any document presented by the Contractor to the Client shall be written in, or translated into, Spanish.

**3.32. Applicable law and settlement of disputes**

All issues that may arise between the parties regarding the interpretation and/or execution of the Contract shall be resolved in Spanish and in accordance with Spanish law.

For matters not covered in these General Conditions or in the specific conditions expressed in each Contract, the Spanish Civil and Commercial Code, along with further regulations on this matter, shall be considered. The parties submit to the jurisdiction of the Courts and Tribunals of the city of Oviedo, renouncing their own jurisdictions and without prejudice to the rights of the Client, if acting as plaintiff, to resort to the Courts and Tribunals of the defendant's place of residence.

**3.33. Annexes**

1. Bank Guarantee Sample
2. Confidentiality Agreement
3. EDP Renováveis' Occupational Risk Prevention Manual
4. Sustainability Quick Guide for O&M Services
5. Sustainability Quick Guide for E&C Services
6. Disciplinary & Sanctioning Regime
7. Data Access Agreement