



INCLUSIVE

DIVERSITY | EQUITY | INCLUSION

CODE OF ETHICS

1. Presentation

At **INCLUSIVE** Consultants, we believe that communication, sustainability, and human rights are essential tools for building more just, inclusive, and sustainable societies. This Code of Ethics establishes the values, principles, and commitments that guide our actions and decisions, ensuring that every project, service, and relationship we develop is aligned with the highest ethical standards and our institutional purpose.

Compliance with this policy is mandatory for all collaborators, consultants, and partners who are part of INCLUSIVE, regardless of their hierarchical position, type of contract, or geographic location.

2. Mission and Vision

Mission

We support organizations and companies in building inclusive and responsible work environments through specialized services in communication, sustainability, and human rights, with an innovative approach aligned with global standards.

Vision

To be a leading consulting firm and benchmark in Latin America in ethical communication, sustainability, and human rights, recognized for driving positive and lasting change in organizations and society.

3. Purpose and Scope of Application

This Code aims to establish a common integrity framework for all people who collaborate with INCLUSIVE, guiding their decisions and behaviors following our values and applicable national and international regulations.

Its application is mandatory for:

- The management and leadership team of INCLUSIVE.
- Team members and associated consultants.
- Strategic allies, suppliers, and project partners.
- People hired for specific activities by INCLUSIVE.

4. Values and Guiding Principles

Our values and guiding principles are the foundation of our professional and organizational actions:

- **Integrity:** Always act with rectitude, consistency, and honesty, prioritizing respect for human dignity.
- **Human Rights:** Incorporate a human rights approach into all our actions, ensuring non-discrimination and equal opportunities.

- **Diversity, Equity, and Inclusion (DEI):** Actively promote environments free from discrimination and violence, valuing differences as a source of strength.
- **Transparency:** Communicate clearly, accurately, and truthfully, protecting the confidentiality of information and respecting privacy.
- **Sustainability:** Carry out our activities in ways that minimize negative impacts.
- **Responsible Innovation:** Use creativity and technology ethically, for the benefit of our customers, communities, and the environment.
- **Quality and Excellence:** Provide services that add real and measurable value to our clients and partners.
- **Right to Privacy:** We are committed to respecting the privacy of all team members and stakeholders with whom we work, especially concerning their personal data.

5. Commitments and Responsibilities

5.1. Ethical Conduct

- Comply with the laws, regulations, and international standards applicable to our work.
- Avoid any practice that violates human rights, gender equality, social justice, or sustainability.
- Always act in accordance with our mission and values.

5.2. With Our Clients and Partners

- Provide a professional, quality service within the agreed deadlines.
- Ensure the confidentiality and security of the information received.
- Avoid any conflict of interest that could affect our independence and objectivity.
- Avoid actions that could damage our clients' reputation or expose them to legal risks.

5.3. With Society and the Environment

- Reject any form of discrimination, harassment, or violence.
- Complying with national labor laws and promoting a healthy work-life balance.
- Promote gender equality, cultural diversity, and the inclusion of people in vulnerable situations.
- Develop projects with sustainability criteria, mitigating negative impacts and generating benefits for communities.

5.4. With Value Chain and Third Parties

- Select suppliers and partners based on criteria of transparency, quality, and social responsibility.

- Demand that our business partners respect human rights, labor standards, and sustainability standards.
- Reject any form of corruption, bribery, or improper practices.
- Commitment to the fight against money laundering, irregular payments, and terrorist financing.
- Avoid practices that lead to unfair competition and market distortions.
- All interactions with public authorities, as well as with technical teams from state institutions, must be carried out within the country's legal framework and adhere to the highest ethical standards.

6. Implementation, Monitoring, and Reporting

INCLUSIVE Management is responsible for ensuring compliance with this Code and will designate a person in charge of:

- Monitor the implementation of the Code.
- Receive and manage inquiries and complaints confidentially.
- Coordinate internal investigations in case of non-compliance.
- Recommend corrective and preventive measures.
- Submit an annual compliance report.

7. Validity and Update

This Code will take effect upon approval by INCLUSIVE Management. It will be reviewed every two years, or as necessary, to ensure it remains up-to-date with new regulations, standards, and best practices.