

## **CODE OF ETHICS AND CONDUCT**

### **FOUNDATION:**

AGRÓNOMOS SIN FRONTERAS

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## **CODE OF ETHICS AND CONDUCT**

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## **1. PURPOSE**

The fundamental purpose of this Code of Ethics and Conduct is to establish the principles and guidelines of behavior to be followed by the members of the Agrónomos Sin Fronteras Foundation (ASF), as well as those who work on its behalf. These guidelines apply to both internal and external interactions, guiding the daily work of the organization.

## **2. SCOPE OF APPLICATION**

The ethical principles and guidelines outlined in this Code are of universal application, encompassing all ASF's managers and professionals, regardless of their hierarchical level, working conditions, or geographic or functional location. Those professionals who represent the Foundation in other entities shall observe the code of ethics in the exercise of their functions, as long as it does not conflict with local regulations.

In addition, the Foundation is committed to promoting compliance with this Code among its partners, extending its application to the Assisting Small Farmers Foundation in Tanzania.

## **3. INTERPRETATION OF THE CODE OF ETHICS**

The Delegated Commission of the Board of Trustees is responsible for the surveillance and monitoring of the regulatory environment affecting ASF's activity. It shall also supervise compliance with the Code of Ethics and Conduct, its primary function being to promote a culture of compliance, prevent corruption, bribery and any other conflict of interest within ASF.

In its role as supervisory body, the Delegated Commission shall ensure effective compliance with this Code, resolving any incident or doubt about its interpretation and adopting measures for its enforcement.

It is important to point out that the behavioral guidelines established in this Code do not attempt to cover all possible situations that ASF members may face. Its

main purpose is to establish general criteria to guide the conduct during the exercise of their professional activities.

#### **4. BASIC PRINCIPLES**

The conduct of the members of ASF in relation to their professional performance linked to the activity of the entity shall be governed by the following fundamental principles:

##### **Compliance with the Law**

All of ASF's activities must be carried out in strict compliance with the laws in force in all the places where it operates. This includes compliance with contractual obligations with third parties, as well as compliance with administrative and judicial resolutions, without ruling out the possibility of appealing them. In this context, ASF will establish the necessary mechanisms to understand and apply the relevant legislation.

##### **Responsibility and Professionalism Based on Ethical Behavior**

The activities developed by ASF are carried out proactively, efficiently and with a focus on excellence, quality and beneficiary satisfaction.

These activities are based on honest behavior, rejecting any form of corruption and respecting at all times the Human Rights and Public Freedoms established in the Universal Declaration of Human Rights.

The members of ASF, by accepting the personal responsibility of their positions, adopt an individual and professionally ethical conduct, framed in honesty, integrity and legality. This is also based on the values of co-responsibility with the objectives and results of the entity, as well as on the commitment to collectively share the global mission of the foundation and to adequately fulfill the commitments assumed.

## **Compliance with Applicable Financial Regulations**

ASF prepares its financial information in a reliable manner and in compliance with current financial regulations.

The commitments detailed below establish the guidelines of conduct applicable to all stakeholders linked to this Code. Compliance with these obligations is essential to ensure ethical and responsible behavior.

## **Ethics and Commitments of Conduct**

- **Commitments to society.**
- **Commitments to our members.**
- **Commitments to our partners, third parties and all beneficiaries.**

## **5. COMMITMENT TO SOCIETY**

### **Commitment to Human Rights**

ASF has firmly and publicly assumed its commitment to respect human rights, both nationally and internationally recognized. In addition, it is committed to applying the principles established in the United Nations Global Compact. In this sense, ASF categorically rejects forced or compulsory labor, and strives to eradicate child labor. This commitment includes ensuring compliance with the provisions of the International Labor Organization (ILO) related to minors and labor. Monitoring of compliance with this commitment will be carried out by ASF members.

### **Commitment to Excellence in Environmental Management**

ASF is committed to implementing the necessary policies within its management system to ensure the correct management and minimization of the negative environmental aspects generated by its activities at all times. It is also committed

to preserving the natural environment in which it carries out its activities. ASF seeks to share good practices in environmental management both with its value chain and with society in general. Within the framework of the environmental management system, ASF members are committed to adopt behaviors aligned with good environmental practices, thus contributing to the achievement of the established objectives and minimizing environmental impact.

### **Social Commitment**

ASF goes beyond simply complying with its legal obligations; it is committed to acting in a socially responsible manner towards the entities that are part of its operating environment. It actively participates in activities where it can carry out more effective social actions. As a fundamental part of its mission and vision, it is committed to contributing to the eradication of poverty and hunger. Through the provision of its services, it seeks to improve the quality of life, create value and promote prosperity in society.

### **Commitment to Public Administrations**

ASF will apply principles of cooperation and transparency in all its interactions with authorities, regulatory bodies and public administrations.

## **6. COMMITMENT TO OUR MEMBERS**

At ASF, we are committed to cultivating relationships based on mutual support and respect for internationally recognized fundamental human rights. This collaboration extends to our members, volunteers, staff, partners and collaborators, and is reflected in the following commitments:

### **Safety and Occupational Risk Prevention.**

ASF strictly follows the Occupational Health and Safety criteria to prevent and reduce risks, thus creating a safe and stable work environment. All members share the responsibility to comply with regulations and use equipment responsibly, as well as to share knowledge and promote preventive measures.

### **Respectful and Non-Discriminatory Work Environment**

We strive to maintain a work environment free of discrimination and harassment. Each member is responsible for preventing any form of discrimination and harassment, acting in solidarity to achieve common goals and fostering a spirit of teamwork.

### **Work-Life Balance**

We promote a healthy work-life balance for our members.

### **Equal Opportunity**

We guarantee equal opportunities for professional development, enhancing the talent of our members. We implement training policies adapted to individual capabilities, ensuring equality without discrimination based on gender, race, religion, sexual orientation or other reasons.

### **Respect for Privacy and Confidentiality**

We respect the privacy of our members and the confidentiality of their data. We are committed to handle personal information with responsibility and professionalism, complying with the corresponding laws and regulations.

### **Individual Social Responsibility**

We prohibit improper payments and unjustified gifts related to third parties. Only gifts typical in the normal course of business, related to courtesy and of negligible financial value are permitted. In case of doubt, the offer is declined or advice is sought.

### **Respect for Third Party Privacy and Data Confidentiality**

We guarantee respect for the confidentiality and privacy of third party information. We act in accordance with legal obligations and provide third parties with the right to access, rectify, consult or oppose their data. We maintain the

confidentiality of information, even after the termination of an employment or professional relationship.

## **7. COMMITMENT TO PARTNERS, THIRD PARTIES AND BENEFICIARIES**

ASF and its collaborators base their relations with partners, third parties and beneficiaries on the adherence to the following commitments:

### **Good Governance**

ASF, as a socially responsible entity, is committed to govern its interactions with stakeholders through ethical and transparent principles. This implies the communication of truthful and complete information that reflects a clear image of a sustainable entity, fundamental to the management strategy and activities of the organization. ASF strives to align its operations and support activities with its strategy, ensuring that processes add value and communicating in accordance with current regulations.

### **Advanced Management**

ASF is committed to advanced management that supports the professionalism of the organization, generating a sense of belonging among its members and orienting the organization towards its beneficiaries. This is achieved by anticipating and meeting their needs, developing high quality projects, applying innovation in all areas and fostering a deeper commitment to society. In addition, a long-term vision is sought through a clearly defined strategy, with sustained and balanced results for the beneficiaries.

### **Fair Competition**

ASF is committed to complying with antitrust laws in all locations where it operates and rejects unfair competition practices. The use of false information or any action that discredits competitors in projects is prohibited.



### **Ethical Management**

ASF does not tolerate corruption, extortion or bribery. It ensures that the highest standards of integrity are maintained in all interactions, with a zero tolerance policy for any form of corruption. ASF members may not influence outsiders to gain benefits through unethical practices, nor allow others to use such practices on them.

### **Intellectual Property Rights**

ASF is committed to respecting intellectual property rights, ensuring the transfer of technology and knowledge in a way that protects these rights.

### **Corporate Risk Management**

ASF incorporates policies to control and manage risks of any kind, thus protecting its assets and its reputation as a socially responsible entity.

### **Conflicts of Interest**

Independence from outside interests is essential for ASF members, who must prioritize the Foundation's interests over their own or those of third parties. Conflict situations must be avoided, and any person in such a situation must inform his or her hierarchical superior, giving priority to the interests of the Foundation.

## **8. NON-COMPLIANCE**

Failure to comply with this Code of Ethics and Conduct may constitute a violation of labor laws, punishable under current regulations. Any person who knows of a breach must report it to his or her superior.

## **9. COMMUNICATION, TRAINING AND MONITORING**

The Code of Ethics and Conduct will be communicated internally and externally. Annual internal audits will be conducted to assess compliance with the Code.

## **10. VALIDITY AND ACCEPTANCE**

The Code of Ethics and Conduct is effective as of December 4, 2023 and will be reviewed every three years. Any modification shall require the approval of the Delegated Commission of the Board of Trustees. The members of ASF expressly accept the established rules of conduct, and any new member shall accept them upon joining the Foundation.