

Inclusion & Diversity

Policy

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Authorized by:

CHRO

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I. Statement

Arca Continental recognizes inclusion, access to equal opportunities and diversity as fundamental pillars that provide an invaluable contribution and positive impact to the organization.

With this policy, we seek to ensure that all of our employees feel:

- Respected and valued in their individuality.
- Not excluded in their interactions with other colleagues (from their area or other areas of the company)

Having the conditions that allow us to obtain the best ideas, perspectives, decisions and contributions from each of our employees.

This policy is complementary to Arca Continental's Code of Ethics and Conduct Policies, as well as to the Guiding Principles for Suppliers of the Coca-Cola System. All these documents are part of the strategy for attracting, developing and retaining the best talent without tolerance to discrimination.

Through this policy, we reinforce our commitment to the personal and professional development of our collaborators; contributing to the UN Sustainable Development Goals 1, 3, 5, 8 and 10, related to gender equality, decent and safe work and the reduction of inequalities.



II. Commitments

This Inclusion and Diversity Policy defines the following commitments as a company:

- Promote a culture that respects and values the differences and unique characteristics of each employee.
- Ensure that everyone feels that their voice is heard, valued, and included.
- Through continuous awareness and training, promote zero tolerance to the spread of stereotypes, discrimination or bias based on gender, sexual orientation, disabilities, age, race and nationality, among others; and that none of these factors will represent a risk of losing our job.
- To have a communication that promotes inclusion, diversity and collaboration, in an authentic and transparent way.
- Achieve a work environment that supports and strengthens the Inclusion and Diversity strategy, transforming the organization according to our culture.
- Identify working conditions that may not be favorable for people with specific physical or mental conditions (temporary or permanent) and find possible solutions.
- Guarantee equal opportunities for everyone in the company, by promoting the acquisition and development of talent regardless their age, gender, sexual orientation, disability, race, ethnicity, religion, economic situation or any other condition.
- Guarantee compliance with external and internal regulations regarding equal opportunities, inclusion and diversity, in all the organization's processes.
- Design and execute practices and programs, as well as promote an environment of respect and empathy, in which everyone can work and develop with equal conditions and opportunities.
- Promote suitable working conditions to promote the empowerment and development of people in vulnerable situations.
- Promote the adoption of this policy in our value chain's practices and processes.
- Promote alliances with external organizations that pursue similar objectives and benefit the communities in which we live and operate.



III. Reporting Mechanisms and Complaint Procedure

If you see a behavior that goes against this policy you should seek support among the four proposed ways below. Employees may choose the one they find most suitable to their specific situation:

- Reporting to management
- Reporting to Human Resources
- Transparency Mailbox
 - Send an email to: report@transparencymailboxac.com
 - According to the Country call:
 - * Argentina: 0800-345-5478
 - * Ecuador: 1-800-001-135
 - * United States: 1-888-303-8442
 - * México: 800 8228966
 - * Perú: 1-705-2233
- Go to <https://www.transparencymailboxac.com/>

This mechanisms are administrated by a third party. All the reports will be managed and reviewed by the local Ethic Committees, protecting the identity and confidentiality of the author.

Arca Continental prohibits any consequence against the complainant.