



## **COMMUNICATIONS POLICY**

**DOCUMENT CNX-KILO-000-AC-POL-I-0016-EN**

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## 1. General Considerations

At Conexión, we recognize that corporate communication is a fundamental pillar for building solid relationships of trust with our various stakeholders. Transparent, coherent, and ethical communication is essential to maintain the confidence and engagement of our employees, communities, regulators, suppliers, shareholders, and other key actors. Therefore, we are governed by a set of principles that guide all our communication activities, ensuring that every interaction reflects our core values and contributes to our purpose in line with our Business Code of Conduct and the guidelines set forth in our Corporate Brand Manual.

## 2. Policy objectives

To establish the general principles that guide Conexión's communication with its different stakeholder groups, promoting values such as trust, transparency, ethical behavior, and responsibility, as well as commitment to sustainability, in alignment with our purpose of connecting people with the clean energy resources of our country.

## 3. Scope

This policy applies to all company employees and directors, as well as to suppliers, contractors, and any third parties related to Conexión Kimal-Lo Aguirre S.A. and the project concerning the issuance of official and unofficial information in the context of the brand's external and internal communications. It covers any channel, format, or platform owned by the company or by third parties. All collaborators will be notified by email so that they can in turn send it to the appropriate parties (subcontractors), where a meeting will be offered with the communications team to answer their questions. Any communication that does not comply with this policy and the foregoing definition is strictly prohibited.

## 4. Related Documents Published on the Intranet

- Business Code of Conduct.
- Internal Hygiene, Order, and Safety Regulations of Conexión Kimal-Lo Aguirre.
- Human Rights Policy.
- Sustainability Policy.
- Purpose and Values.
- Brand Manual.
- Social Media Use Policy.
- Related Procedures: Internal Communications; External Communications and Spokesperson; Communication by Letter to Authorities; Approval Procedures for Internal and External newsletters; Press Contact Protocol and others that may be added in the future.
- Crisis Manual .

## 5. Principles governing this policy

**Ethical, Respectful, and Non-Discriminatory Communication:** At Conexión, we believe that ethics is a fundamental pillar in all our actions and communications. We are committed to conducting our communications in an honest, transparent, and responsible manner, complying with the highest ethical standards in all our interactions with employees, suppliers, investors, authorities, regulators, and the community at large. We respect the privacy and confidentiality of information, avoiding the dissemination of sensitive or misleading data. Likewise, we are committed to acting with integrity in the presentation of information, avoiding any form of manipulation or bias.

**Diversity:** At Conexión, we value diversity in all its forms and recognize it as a source of enrichment and creativity in our communications. We are committed to reflecting the diversity of society in all our communications, promoting the inclusion of different audiences and the representation of different perspectives in all our messages. We are committed to fostering an environment in which all people feel valued and respected, regardless of their ethnic origin, gender, sexual orientation, age, ability, religion, or any other characteristic. We seek communication free of prejudice and an inclusive organizational culture that reflects the society in which we operate.

**Transparency and access to information:** At Conexión, we recognize the importance of the Escazú Agreement as a crucial instrument for strengthening transparency and access to information on environmental and social issues. We firmly believe in the right of all people to access information related to our projects in a timely and appropriate manner, thereby ensuring open and transparent dialogue with our communities and stakeholders.

**Proximity and Empathy:** At Conexión, we value empathy as an essential principle in our communications, seeking to understand and respond to the needs, concerns, and sensitivities of our stakeholders and their diversity. To this end, the company will make every effort to ensure that all information provided is clear and understandable, avoiding excessive use of technical terminology.

**Communication Opportunity:** The company will be available to respond to inquiries from its stakeholders when required, ensuring that the information provided is accurate, verifiable, and publicly accessible.

**Commitment to decarbonization, the environment, and the fight against climate change:** Our origins lie in contributing to the decarbonization of the country and the world. We are committed to disseminating content that promotes care for the environment, providing clear, science-backed information on climate change. We aim to raise awareness about the impacts of climate change on our planet and highlight the shared responsibility we all have in this challenge.

**Relevance of internal communication.** We understand that internal communication is a fundamental pillar for the success and achievement of our company's objectives. We recognize that effective internal communication fosters collaboration, team cohesion, and a sense of belonging. Therefore, we are committed to facilitating access to relevant information for all employees, promoting transparency, and fostering an environment of openness and trust throughout the organization through various channels and ongoing communication efforts.

 <b>conexión</b> <small>Línea Kimal - Lo Aguirre</small>	<b>COMMUNICATIONS POLICY</b>	Código:	CNX-KILO-000-AC-POL-I-0016-EN
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### 6. General considerations regarding the policy

To promote transparency and ongoing contact with its stakeholders, Conexión has various communication channels and authorized spokespersons to interact with each stakeholder group, which are coordinated by the Communications Department. In this regard:

- a. All official communications from Conexión disseminated through internal or external media must be approved by the Communications Department of Conexión, and the approval process will depend on the type of communication.
- b. No individual may act as a spokesperson on their own behalf.
- c. Any spokesperson must be authorized in advance by the Communications Department.
- d. In the event of requests from the media, must be forwarded to the Communications Department, which will evaluate and define the communication strategy.

Participation in public events is a form of communication and therefore falls under this policy and must be governed by these principles. Conexión employees, directors, and/or third parties who are invited to participate in public events, when speaking about Kimal -Lo Aguirre or in representation of or in use of their position in the company, whether in seminars, talks, or presentations, they must notify the Communications Department so that it may take note and evaluate the relevance of their participation. In the event of representing Conexión Kimal-Lo Aguirre, they must also authorize any messages that refer to the company.

All Conexión employees, executives, and directors agree to keep any info they get access to while doing their jobs confidential. This includes a prohibition on disclosing, sharing, or using such information in an unauthorized manner, as well as a commitment to comply with the security protocols established for its protection. Failure to comply with this obligation may result in disciplinary measures, in accordance with the provisions of the Internal Regulations on Hygiene, Order, and Safety, as well as the Code of Conduct.

### 7. Disclosure, validity, and application

This Policy is presumed to be known from the moment it is published on the intranet and is valid indefinitely. It is mandatory.

### 8. Governance and responsibilities

This policy has been approved by the General Manager of Conexión Kimal-Lo Aguirre S.A. Its implementation will be led by the Communications Department, part of the Public Affairs, Environment, and Communities Managment. However, managers are responsible for ensuring that their teams are informed and comply with the policy. Compliance with the policy will be the responsibility of the Compliance Officer of Conexión.











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