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1 Objetive

Establish the general guidelines for the request and approval of donations.

2 Scope

This policy applies to SONDA directors, executives, and employees at the corporate level.

3 Related Processes

Not applicable.

4 Related Documents

- SONDA code of Ethcs and Conduct.

5 Responsabilities

5.1 Policy Owner

The person responsible for the compliance, updating, and continuous improvement of this policy is the Compliance Director.

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5.2 Policy Implementation Owner

The Compliance Director must ensure compliance with this policy, communicate it, and keep it updated.

6 Provisions

It is hereby established through this policy that SONDA and its domestic and foreign subsidiaries do not make donations. However, an exception may be made in the case of natural disasters, subject to prior authorization by the SONDA Board of Directors.

Under no circumstances may donations be made to individuals, institutions not recognized under the respective regulations of each country, or donations intended for political purposes (referring to political parties, candidates for public office, government employees, state institutions, or others).

7 Change Control

Version	Description of Change	Author	Date
2.0	Version No. 2	Mónica Varela	August 1, 2024
3.0	• It is indicated that the document is published in Intralink • A section on Version Control and Document Approval is added	Mónica Varela	August 1, 2025
4.0	Format update	Mónica Varela	June 1, 2026

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Document Approval

Reviewed by	Valeria Salazar	**Approved by**	Mónica Varela
Role	Jefe de Control Interno	**Role**	Director de Compliance
Date	June 1, 2026	**Date**	June 1, 2026

Document Validity	**Valid for 1 year from the version date**

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