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At your service since 1955 through DESPACHO ERICH VOGT

## Code of Ethics and Conduct

### Annual Training and Updating

#### 1. Introduction

The values that make up our Code of Ethics and Conduct are values that the company expects to be the knowledge of each person who is part of it, since before the dynamism and the fast evolution of the industry, our values continue being the base on which our actions are constructed; they express what we are, how we behave and what we believe. That is why our actions must seek an adequate work environment, as well as both internal security and for the clients and institutions, we work with.

We seek to focus on the client, we seek the excellency, we work as a team with the same interests and objectives and we act with integrity.

As a part of our effort to strengthen the confidence of our employees and customers, we must continually update and strengthen all aspects that contribute to ensuring the transparency of our activities, managing each and every one of the members of this company according to the following:

#### 2. Values

- Leadership
- Passion
- Responsibility
- Collaboration
- Commitment
- Quality
- Integrity
- Honesty
- Respect

Each and every one of us must act with integrity, honesty, act the law and fulfill the values established within this **Code**. To be responsible.

The integrity is fundamental for our company. Together with our other values of leadership, passion, responsibility, collaboration, diversity and quality, integrity is a pillar of our Vision. Integrity means to do the right thing. On acting with integrity, we positively reflect the values and reputation of the company.

The behavior of all the members of the company must always be attached to the mentioned values. All of us must fulfill the law, act with integrity and honesty in every aspect and be responsible for our actions.

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### **3. What is expected of each one of us?**

Fulfill the Code and the laws, as well as each and every politics of the company, at all times and both in the internal relationship and with third parties, such as the institutions and the clients or insureds / guarantors.

Each member of the company must know, fulfill and promote the accomplishment of any laws, regulations, policies and other legal dispositions that may apply established in México. The staff must not, for any reason, commit an illegal or improper act, either induce nor instruct any third parties to commit it. If any employee has any doubt on the legal character of any given practice, or has doubts about the laws, standards or regulations, should go directly to the Board of Directors, either to the secretary or the president, so that they contact him/her with the right person to resolve his/her doubt. The staff is responsible of fully comply all the requirements established by the law and regulations applicable regarding insurances and sureties.

### **4. Non-compliance**

The breach of this Code will result in his/her separation of the company, subject to a review of the fact. The breach of any politics of the company will have as a consequence that the person involved is responsible for the damages caused by said breach. The breach of any law or legal regulation will have as a consequence the sanctions established by the Law.

I have full acknowledge of the Code of Ethics and Conduct of the Company, I have been trained in this regard and I am aware of its scope and meaning.

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Place and date

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Full name and signature

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Full name and signature – Audit Committee