



SELECTION POLICY AND SUPPLIER RECRUITMENT

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1. Principles

Notwithstanding the mandatory compliance with the specific rules and procedures on resources and means of the company, the company will adapt the selection and recruitment processes of suppliers at the discretion of **objectivity, transparency and impartiality**, finding a balance between ÁRIMA's interest in obtaining the best conditions – with the benefit of maintaining stable relationships with ethical and responsible suppliers – and avoiding any conflict of interest or favouritism in the selection.

2. Selection and Recruitment Process

In the selection and recruitment processes for both products and services, the company will ensure that they do not suffer from any kind of bias, and that they are transparent, objective and impartial. The selection of suppliers, where necessary, is carried out through a competitive system based on the quality and cost of the service or product, security of supply, equality of concurrence and non-discrimination. It will be ensured that there are several homogeneous offers and with the same scope for the purpose of their comparability and that the decision-making criteria are transparent, objective and exempt from any conflict of interest by the members of the decision team in the company, strictly following the rules and procedures in effect. All decisions taken in this area will be verifiable in the event of review by the control bodies of the company or, where appropriate, by third parties.

The prices and information submitted by suppliers in the selection process will be addressed confidentially and will not be revealed to third parties without the consent of the those concerned or by legal obligation, or in compliance with judicial or administrative decisions.

The employees of ÁRIMA will interact with the suppliers in a fair, ethical and respectful manner.

3. Specific Conditions

The selection and recruitment process of suppliers will consider the following conditions, keeping to the principles and objectives of the company in this area:

- Ensure that the work of the suppliers complies with the principles and values contained in the Code of Conduct and the Policies and procedures of the Company, taking into account Corporate Social Responsibility criteria in business relationships.

- Ensure compliance with the internal payment deadlines policy, in accordance with the provisions of the regulation of measures to combat late payments in commercial operations.
- Develop communication channels and tools that allow a fluid, direct and transparent relationship with the suppliers.
- Ensure compliance with health and safety regulations during the process of developing buildings, assuming the subsidiary responsibility of the company and properly monitoring the work performed.
- Brief the suppliers about the commitment to the responsible development of the activities and promoting the sustainability of the products and services intended for the company.
- Establish business relationships based on mutual benefit, that generate strategic relationships for the future, and that are reinforced through the establishment and compliance with the Corporate Social Responsibility conditions established by the company.

4. Types of Suppliers

The company's suppliers fall into the following categories based on the typology of services and goods provided:

- General/corporate suppliers.
- Maintenance service suppliers.
- Construction service suppliers for the remodelling, rehabilitation and the improvement stages of the properties.

The company prefers to contract local suppliers in order to help generate value in the community where they operate and to help remain environmentally sustainable.