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SUPPLY  
CHAIN

SUSTAINABILITY  
ASSESSMENT



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# SUPPLIER

## CODE OF CONDUCT



# SUPPLIER CODE OF CONDUCT



Ecopetrol's Code of Ethics and Conduct defines the standards of conduct expected by the organization and guide the actions of Ecopetrol S.A., of the Group Companies and of all the recipients of the Code, pursuant the highest ethical principles of integrity, responsibility, respect and commitment to life.

The accountability of the Code covers the activities and conduct of Ecopetrol's suppliers and contractors, as it is mentioned on the official document. Therefore, the knowledge and application of this Code will be mandatory for the suppliers working alongside the Company or any of its subsidiaries, who must ensure that their actions are always framed within its rules.

## PRINCIPLES OF ECOPETROL'S CODE OF ETHICS AND CONDUCT:



### INTEGRITY

Some of the actions or behaviors expected for this principle are:

- ✓ Work with righteousness, loyalty, justice, honesty, and transparency.
- ✓ Impartiality in the decisions and actions, not intending to seek privileges, or personal benefits.
- ✓ Report conflicts of interest, inabilities, and incompatibilities.
- ✓ Zero tolerance to events implying compliance risks.

*(fraud, bribery, corruption, money laundering, terrorist financing, violation of the FCPA)*



### RESPONSIBILITY

Some of the actions or behaviors expected for this principle are:

- ✓ Responsibility of actions and omissions and compliance with local and international regulations and internal provisions applicable to the activities executed.
- ✓ Compliance with the internal and external regulations applicable, the internal work regulations, the culture principles and agreed obligations, and its enforcement.
- ✓ Accountability of mitigating business and activity risks, abiding by the pertinent controls and its respective execution.



### RESPECT

Some of the actions or behaviors expected for this principle are:

- ✓ Not discrimination or harassment for being of different sex, orientation, race, national or family origin, language, gender, religion, political or philosophical opinion, disability situation, or any other situation that goes against the diversity and inclusion policy adopted by Ecopetrol.
- ✓ Rejection any act of sexual harassment at work.
- ✓ Promotion of equality among my colleagues and the rejection of unfair competition.



### COMMITMENT TO LIFE

Some of the actions or behaviors expected for this principle are:

- ✓ Respect and promotion of human rights.
- ✓ Protection of the environment, preservation and improvement of environment and the social milieu.
- ✓ HSE policies compliance and enforcement; reporting incidents related to non-compliance with HSE rules.



# SUPPLIER CODE OF CONDUCT












## HUMAN RIGHTS AND LABOR



Ecopetrol has voluntarily signed the Global Compact of the United Nations, an initiative that promotes the commitment of the private and public sector and the civil society to align their strategies and operations with ten principles that are accepted universally on three thematic areas: Human rights and labor standards, Environment, and Business ethics:

### HUMAN RIGHTS AND LABOR STANDARDS:

Ecopetrol acts in a proactive and differentiated manner through the contractual and commercial relationships with its suppliers to respect, **promote and guarantee the following rights and freedoms:**

-  Life, integrity and personal liberty.
-  Freedom of union association and collective bargaining.
-  Elimination of forced and compulsory labor.
-  Abolition of any form of child labor.
-  Dignified, favorable and adequate working conditions.
-  Equality and elimination of discrimination in employment and occupation.
-  Health and safety at work.
-  Participation of ethnic groups through prior consultation.
-  Collective and environmental rights.
-  Freedom of expression.
-  Privacy and protection of information and personal data.

Ecopetrol ratifies its committed to the promotion, respect and assurance of Human Rights, guided by Political Constitution, the applicable national regulations, as well as Ecopetrol's Human Rights Guide in which the Company adheres to:



United Nations Guiding Principles on Business and Human Rights



International Labour Organization

Tripartite Declaration of Principles concerning Multinational Enterprises and Social Policy of ILO



United Nations Global Compact

Ten Principles of United Nations Global Compact



Voluntary Principles on Security and Human Rights



OECD Guidelines for Multinational Enterprises



Norma de Desempeño 7  
Pueblos Indígenas  
1 de agosto 2012

Performance standard 7 - Indigenous People of the International Finance Corporation (World Bank)








Ecopetrol has the Human Rights and Business Guide which determines the elements that lead Ecopetrol's management in Human Rights Aspects aligned with the standards established in the universal, inter-American and national Human Rights Systems, directly related to business activities, these commitments are extensive to workers, suppliers, partners, and other actors with a contractual or commercial relationship with Ecopetrol.

# SUPPLIER CODE OF CONDUCT

## HUMAN RIGHTS AND LABOR



Ecopetrol recognizes the importance of the commitment with International Human Rights Law not only by its own operation but also its suppliers performance since their actions impact territories and communities where Ecopetrol operates. Therefore, it implemented the strategy of declaration, promotion, and appropriation of Human Rights, promoting in its suppliers and workers:

-  Have a public declaration of respect and promotion of Human Rights and commitment to Diversity, Equity, and Inclusion.
-  Implement practices or processes to prevent negative impacts on Human Rights, generated by the principle of due diligence.
-  Promote respect for Labor Rights: decent, favorable and adequate working conditions, freedom of union association and collective bargaining, equality in employment and occupation, equal remuneration, abolition of any form of child labor, prohibition of human trafficking and of slavery, among others.
-  Have practices to promote Diversity, Equity, and Inclusion, and prevent any form of violence, sexual harassment, workplace harassment or discrimination, with special consideration for vulnerable population groups that face greater barriers to social and labor inclusion.
-  Strengthen prevention mechanisms for care and situations that affect Human Rights, violence, discrimination or sexual or workplace harassment.



Ecopetrol also counts with internal policies, guidelines and normative which seeks to strengthen the supplier 's commitment with this crucial thematic:

DOCUMENT	SUMMARY	PUBLIC LINK
Guide for labor aspects in activities contracted	Occupational aspects and conditions that must be taken into account in the planning, allocation, execution, balance and closing of a contract that requires the development of personnel by the contractor through the contractor and with exclusive dedication to the contract with Ecopetrol. In addition, it emphasizes respect and promotion of human rights and labor rights and encourages labor inclusion of people who have difficulties to access the labor market.	<a href="#">&gt; LEARN MORE</a>
Human Rights and Business Guide	Determines the elements that lead Ecopetrol' s management in Human Rights Aspects	<a href="#">&gt; LEARN MORE</a>
Guide for Diversity, Equity and Inclusion	Policy and principles of action in Diversity, Equity and Inclusi in the development of the activities contracted by Ecopetrol and its commercial relationships.	<a href="#">&gt; LEARN MORE</a>
Annex On Human Rights And Corporate Social Responsibility	Commitment to human rights and corporate social responsibility	<a href="#">&gt; LEARN MORE</a>
Annex on Human Rights and Diversity, Equity and Inclusion	Establish the respect of Human Rights and promotion of Diversity, Equity and Inclusion in the development of the activities contracted by Ecopetrol	<a href="#">&gt; LEARN MORE</a>
Guide of HSE Requirements for the Planning and Performance of Contracts at Ecopetrol S.A.	Establish the HSE requirements and obligations (occupational health and safety, and environment) in all phases of the supply management process; so that an adequate and consistent execution of the activities responsible for contractors is ensured.	<a href="#">&gt; LEARN MORE</a>

# SUPPLIER CODE OF CONDUCT

# ENVIRONMENT



## ENVIRONMENT:

Ecopetrol is strongly committed to the preservation of the environment, therefore it declares its responsible management in the following aspects, among others:

-  Efficient use of energy and natural resources.
-  Reduce greenhouse gas emissions.
-  Waste management.
-  Comprehensive water management in operations.
-  Generates environmental awareness.
-  Monitors continually the effects of climate change through the HSE management system.
-  Prioritize safety at work and in the environment, to protect the integrity of people, facilities, and areas where operations are performed.
-  Compliance of environmental policies, standards, procedures, laws, and applicable regulations.

## ENVIRONMENTAL SUSTAINABILITY PROGRAM:

The Supply Chain Management counts with the Environmental Sustainability Program which seeks to generate an environmental awareness on Ecopetrol's Suppliers, in 4 postulates:



### DECARBONIZATION

Ecopetrol applies the decarbonization cycle with its value chain, impacting Scopes 1, 2 and 3 of the company's Greenhouse Gas -GHG- emissions inventory. The decarbonization cycle starts collecting GHG emissions data from suppliers, achieving decarbonization goals commitment for contracts, and implementing reduction and compensation emissions initiatives with suppliers.



### MATERIALS AND WASTE

Ecopetrol adopted its circular economy model for its supply chain which seeks to prolong the life cycle of the acquired materials and minimizing waste generation. Therefore, the purchases or services contracted must be aligned with at least one of the following objectives:

- Reduce non-renewable virgin materials.
- Optimize the potential reuse of products and components, through reuse, remanufacturing and/or repair processes, as well as inclusion of buy backs agreements in contracting processes.
- Optimize the recycling of products and materials, by incorporating options for waste management.



### NATURAL CAPITAL / BIODIVERSITY

Ecopetrol is looking to involve the supply chain into the Net Zero Deforestation Goal, through the commitment to the Intersectoral Pact for Legal Wood in Colombia and the legality of the source of the wood to be used for the activities with intensive use of wood, prioritizing categories of goods and services such as: Construction, Facilities maintenance, Packaging, Stationery and Logistics.



### ZERO WATER DISCHARGES

In the zero water discharges roadmap, Ecopetrol reports and achieved the certification of its direct water footprint in big four assets. Ecopetrol is engaging the supply chain through the indirect water footprint, prioritizing the categories of goods and services with intensive use of critical materials and waste management, such as: Supply of Chemicals, Drilling, completion and subsoil services, Drills, Supply of Steel Pipe, Supply of raw materials and waste management.

# SUPPLIER CODE OF CONDUCT ENVIRONMENT



During 2023, Ecopetrol developed the internal document “Environmental Sustainability Guidelines for the Supply Chain Process”, which contains guidelines on environmental sustainability to be considered during the different phases of the supply management process under the framework of the 4 main environmental postulates (decarbonization, materials and waste, natural capital/biodiversity, and zero water discharges). Even though this document was formalized in December 2023, **it not only compiles and strengthens the 34 “green clauses”** regarding to circular economy and decarbonization that were already operating in the process , but also includes criteria for the supplier selection process, key indicators to evaluate the suppliers performance and integral contract obligations in the 4 environmental postulates, recognizing different market maturity levels. This document promotes the implementation of the best environmental practices during the contracts performance.

Some of the goods and services set down into the 34 clauses were:



**MAINTENANCE SERVICES**



**TRANSFORMERS**



**ELECTRONIC AND ELECTRICAL EQUIPMENT**



**CLEANING SERVICES**



**BATTERIES AND LIGHTS**



**CATERING SERVICES**



**CHEMICALS**



**MEDICINES AND PHARMACONS**



**TRANSPORT**



**STATIONERY**

These clauses contemplated the responsible management of water, fuel, wood and the hazardous and non-hazardous waste generation, management and final disposal, likewise a decarbonization clause which contemplated greenhouse gases measure, mitigation, and compensation, such as carbon dioxide (CO<sub>2</sub>), methane (CH<sub>4</sub>) and nitrous oxide (N<sub>2</sub>O) in compliance with NTC (NORMA TECNICA COLOMBIANA) technical standard ISO 14064-1 during contracts performance.



Ecopetrol also counts with internal polices, guidelines and normative which seeks to strengthen the supplier´s commitment with this crucial thematic:

DOCUMENT	SUMMARY	PUBLIC LINK
Decarbonization Clause	Establish different decarbonization options: estimation and reduction goal	<a href="#">LEARN MORE</a>
Guide for Comprehensive Waste Management and Zero Waste at Ecopetrol S.A.	Establish guidelines and responsibilities for the comprehensive management of waste generated in accordance with current legal regulations and the pillars of Waste Management and Circular Economy; through strategies of reduction, reuse, use and monetization of waste focused on the Zero Waste Management System.	<a href="#">LEARN MORE</a>
Guide of HSE Requirements for the Planning and Performance of Contracts at Ecopetrol S.A.	Establish the HSE requirements and obligations (occupational health and safety, and environment) in all phases of the supply management process; so that an adequate and consistent execution of the activities responsible for contractors is ensured.	<a href="#">LEARN MORE</a>



# SUPPLIER CODE OF CONDUCT

# BUSINESS ETHICS



## BUSINESS ETHICS:

The actions and tasks developed by Ecopetrol’s suppliers and its employees must be characterized by transparency and ethical behavior; with total rejection and zero tolerance of any conduct that contravenes the postulates defined and adopted in the Ethics and Conduct Code.



### ANTI-CORRUPTION AND CONFLICT OF INTEREST:

- Regime of inabilities, incompatibilities, and prohibitions applicable to current or former public servants, such as conflict of interest and ethical conflicts.
- Prohibition of bribery and other forms of corruption
- Integrity of accounting
- Act against money laundering and terrorist financing (AML/CTF)
- Prohibitions of gifts, entertainment, and hospitality







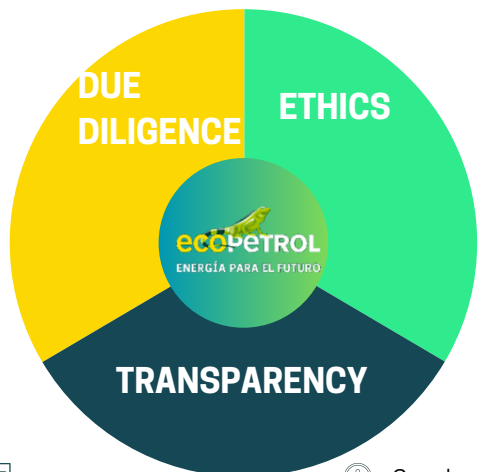
### ANTI-COMPETITIVENESS




- Rejection of any practice that promotes monopoly and that limits or violates free competition.
- Protection of copyright and intellectual property is promoted.

## ETHICS, TRANSPARENCY AND DUE DILIGENCE

The supply management comprises a business ethics framework strengthened by high standards, mainly based in **3 fundamental pillars**:

-  Human resource monitoring
-  Commercial and Labor Assurance
-  Counterparty verification
-  Supply chain risk management and controls



-  Ethics and Conduct Code
-  Strengthening of the requirements and accomplishment of Corporate regulations
-  Assurance of completion in due form of compliance, ethics and transparency formats.

-  Accountability
-  Corporate model
-  Supply chain information disclosure
-  Roles and responsibilities segregation

Looking to promote these 3 fundamental pillars, the process implemented high standards in this matter aligned with the Ethics and Conduct Code preserving the corporate principles and values in all the phases of process. Due to this strength, **96%** of Ecopetrol’s suppliers and its employees consider the Supply Chain function as an ethical process; according to the average result of the ethics section of the annual stakeholder perception survey



**Supply Chain’s Information Confidentiality Declaration** was deployed and accepted by all process’ interveners, this instrument seeks the promotion of the proper use of information and guarantee its protection, avoiding the leakage of strategic or confidential records, as well as the dissemination or transmission of data that may generate any undue benefit, in detriment of Ecopetrol’s interests.

# SUPPLIER CODE OF CONDUCT BUSINESS ETHICS



Ecopetrol always seeks to continuously improve and implement initiatives that enhance its performance assures its commitment with ethics, transparency, and compliance.

## DECALOGUE "I AM ECOPETROL'S BEST ALLY"

ECOPETROL 'S SUPPLIERS ARE COMMITTED TO:

- ▶ Publishing job opportunities in the National Employment Service.
- ▶ Formalizing through legal contracts the commercial agreements with suppliers and subcontractors.
- ▶ Effecting opportune payments of labor and commercial obligations.
- ▶ Deliver quality reports of payments made to collaborators, suppliers, and subcontractors in a timely manner.
- ▶ Acting under the legality and free-market policies framework, avoiding intermediaries and undue pressures.
- ▶ Contracting local goods and services and hiring local, diverse, and inclusive workforce to and generate value in the regions of operation.
- ▶ Answering timely and integrality the requests, complaints and claims of workers, suppliers, community, and unions, without retaliations.
- ▶ Avoiding commitments that cannot be fulfilled, as well as, collecting the requests to manage them with the respective authorities.
- ▶ Reporting and denouncing with complete evidence acts of corruption, intermediation, commercial pressures, affectations and abnormal conditions.
- ▶ Acting with transparency and complying with commercial and labor obligations, in accordance with fair market prices and conditions, applying the principles of Ecopetrol Code of Ethics and Conduct.



### USEFUL FACTS

#### Working conditions:

Decrees 284 of 1957 and 3164 of 2003 set out as an express obligation for companies dedicated to the fields of oil exploration, exploitation, transportation or refining, to apply to supplier's workers, whose performance is essential to O&G tasks, the same salaries and benefits that its own employees are entitled to; in accordance with the provisions of laws, collective agreements and arbitration rulings.

# SUPPLIER CODE OF CONDUCT BUSINESS ETHICS



## LEGALITY AND TRANSPARENCY PACT

In 2021, Ecopetrol signed the Legality and Transparency Pact with Chambers of Commerce, which seeks to promote the local contracting under a framework of law compliance and free and fair competition principles.



### PACT COMPONENTS:

#### GUIDING PRINCIPLES

- Legality
- Transparency
- Competitiveness
- Reasonable prices
- Plurality
- Free and fair competition

#### INSTITUTIONAL JOINT

Conflict management and problems control:

- Invisible borders
- Higher local goods and services rates
- Changes in modalities and conditions
- Conducts that could be classified as acts of collusion or cartelization

#### CONTRACTING DUTIES

- Guiding principles
- Normative, policies and regulations
- Dialogue and communication
- Formal agreements and contracts
- Business environment and entrepreneurship
- Sustainable development

#### PROMOTION OF EQUITABLE AND ENVIRONMENTAL PRACTICES

- Diversity and inclusión
- Environmental policies and standards
- Local contracting

Guarantors :



**2023**

**PACT**

**ENDORSEMENT**

- Continue impacting the regions' economic growth.
- Include energy transition framework according to Ecopetrol's 2040 Strategy.
- Inclusion of Ecopetrol's Business Group



Ecopetrol also counts with internal polices, guidelines and normative which seeks to strengthen the supplier's commitment with this crucial thematic:

DOCUMENT	SUMMARY	PUBLIC LINK
Rules of Ethics, Transparency and Compliance	The supplier declares that he knows and accepts the rules of ethics, transparency and compliance of Ecopetrol, such as provisions on conflicts of interest and ethical conflict, that its resources do not come from illegal activities, not to carry out illicit transactions or operations, or with people, companies or countries included in the restrictive lists of the OFAC or the United Nations, not participating in restrictive practices of competition or unfair competition and compliance with regulations on prevention and control of money laundering, financing of terrorism and proliferation of weapons of mass destruction applicable	<a href="#">LEARN MORE</a>
Obligations of Ethics, Transparency and Compliance in contracting	The supplier declares the compliance with the provisions of the Good Governance Code, the Code of Ethics and Conduct, and the internal regulations relating to ethical and compliance issues, anti-bribery laws, accounting standards and adoption of internal controls, not being involved in conflicts of interest, ethics, inabilities and incompatibilities, the rejection of sexual harassment and the acceptance of the right of termination for non-compliance that Ecopetrol has for any violation of anti-bribery laws, the Code of Ethics and Conduct or the obligations provided for in the guidelines of ethics and compliance, among others.	<a href="#">LEARN MORE</a>
Commitment to Contractual Integrity	Ratificación del conocimiento por parte de los proveedores de los parámetros legales y regulatorios que aplican en su relación con Ecopetrol y compromiso con la aplicación del Código de Ética y Conducta, manuales anticorrupción, antifraude, LA/FT e instructivos sobre conflictos de conflicto de intereses y ético, y demás normas internas encaminadas a prevenir riesgos de cumplimiento, a lo largo de la relación contractual.	<a href="#">LEARN MORE</a>
Corporate Governance Code	Ecopetrol's Corporate Governance Code incorporates the best corporate practices for transparency, governability, and control to generate trust among stakeholders and the market. All acts undertaken by the company Board of Directors, Company Chairman, employees, contractors and contractor's employees, shareholders and investors, are included in the overall framework and provisions set out by this Code, so company government can develop its business activity framed within principles of transparency, Corporate governance and control over the business management.	<a href="#">LEARN MORE</a>
LA/FT and shareholding statement	Certificate of compliance with the guidelines for the Prevention of Asset Laundering and Financing of Terrorism, established by ECOPETROL S.A, as well as shareholding information.	<a href="#">LEARN MORE</a>





# SUPPLIER ESG PROGRAM





# SUPPLIER ESG PROGRAM





## OVERSIGHT OF IMPLEMENTATION

### EXECUTIVE MANAGEMENT: SUPPLY CHAIN GOVERNING COUNCIL

Executive instance based on a collegiate body designed to guide, review, monitor, assess and validate the general performance of the Supply Chain Process.

#### MAIN OBJECTIVES:

- Supply Chain Management Process' strategic monitoring.
- Guide the internal regulation that support the Supply Chain Management function.
- Monitor the performance of the Supply Chain Management Process and its risks.
- Formulate general recommendations for the Supply Chain Management Process.
- Guide and monitor the implementation of the Supplier Sustainability (ESG) Program. 

 In 2023, the scope of the Supply Governing Council was extended to include the guidance and monitoring of the Supplier Sustainability (ESG) Program, which will come into force in 2024.

## GOVERNING COUNCIL MEMBERS



### PERMANENT MEMBERS

- EXECUTIVE VICE PRESIDENT OF OPERATIONS
- VICE PRESIDENT OF SUPPLY CHAIN AND SERVICES (LEADER)
- LEGAL VICE PRESIDENT
- VICE PRESIDENT OF SCIENCE, TECHNOLOGY AND INNOVATION
- SUPPLY CHAIN MANAGER
- SECRETARY (MEMBER OF SUPPLY CHAIN EXCELLENCE DEPARTMENT)



### PARTICIPANTS BY REQUEST

- PRESIDENT OF ECOPETROL
- VICE PRESIDENTS OF OPERATION, CORPORATE AND SUPPORT AREAS
- VERIFICATION AND CONTROL AREAS

## GOVERNANCE MODEL: REVIEW OF PURCHASING PRACTICES

The Supply Chain management counts with a strong Governance Model for the review, approval, and monitoring of the different procurement strategies, and assure its alignment to the business objectives, the commitment to ethics and transparency, and the sustainable (ASG) management of the Function.

## SUPPLY STRATEGIES COMMITTEE



### OBJECTIVE

Review, approve and monitor the procurement strategies for goods and services contracting.



### RESPONSIBILITIES:

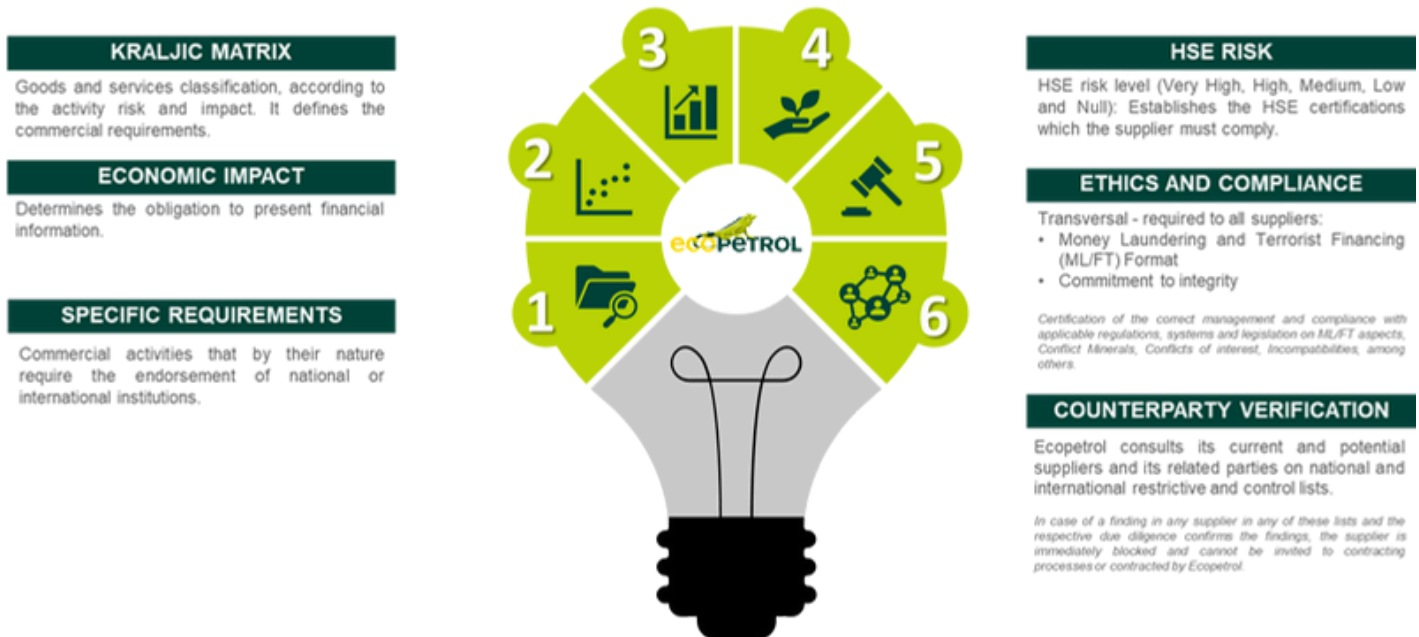
- Approve the procurement strategies, whose defined source has been the strategic Supply.
- Promote the search, analysis, and incorporation of good supply practices.
- Promote demand aggregation as a Business Group; the aggregation or disaggregation of demand that enables local contracting with supply analysis.
- Validate value footprint levers, sustainability strategy leverage and comprehensive benefits.
- Monitor compliance of the goals in the strategies approved by this committee.

# SUPPLIER ESG PROGRAM



## SUPPLIER VERIFICATION AND QUALIFICATION

The supplier verification process evaluates the suppliers' minimum requirements fulfillment for the company's approval in Ecopetrol's Suppliers Information System. The requirements that suppliers must meet are determined by the following variables:



If the supplier does not comply with the established requirements or do not ensure its qualification in the Information System, the supplier will not be "Approved", therefore, it cannot be invited to participate in Selection Methods or be contracted by Ecopetrol.

## SUPPLIER FINANCIAL CAPACITY ANALYSIS

Evaluates the financial capacity and risk of potential suppliers to prevent possible breaches of their contractual obligations, through a comprehensive historical analysis of the suppliers' financial information (3 years).

This analysis provides a supplier financial profile, which contemplates the ability to finance working capital requirements, with internal sources derived from the contracts in progress and/or potential new contracts, as well as its financial profitability, debt and liquidity.

The companies that are identified as "Very High" and "High" risk, must be managed through the identification, design and implementation of controls and mitigants so that suppliers remain at residual risk levels that do not compromise the agreed contractual obligations.

**The assessment is made up of the following aspects:**



# SUPPLIER ESG PROGRAM



## ANALYSIS OF SUPPLIER PERFORMANCE ASSESSMENT RESULTS

As part of the due diligence that Ecopetrol carries out to identify the potential suppliers to be invited to participate in the selection methods, as well as for contract signing, the supply chain official must carry out a comprehensive analysis of the supplier's favorable and unfavorable information, the results of the performance assessment trends, service lines, among other aspects considered as relevant information for the respective analysis.

The information considered as unfavorable is when the supplier has an assessment performance score less than 80 points in the criteria of Operational Efficiency, Contract Terms, Labor and Commercial Aspects and Environment Management and less than 85 points in the HSE Aspects criteria.

As part of the supplier improvement plan, when a supplier displays unfavorable information and if it is considered necessary, a Corrective Action Plan must be developed in accordance with the process defined by the Company. If one of the potential suppliers has a Corrective Action Plan in force, the supply chain official must request the contract monitoring official the advance, execution, or closure results of the plan, to carry out the respective analysis for decision making about the supplier participation into the selection method.

## ANALYSIS OF OFFERS

During the selection methods, Ecopetrol carries out the analysis of offers presented by the suppliers, in accordance with the type of good or service required, market conditions, legal requirements and the defined criteria, which must consider the technical, economic, financial, logistical, legal, social, environmental and compliance aspects to evaluate and identify the offer that represents the best business for Ecopetrol.



Ecopetrol also counts with internal policies, guidelines and normative which seeks to strengthen the supplier's commitment with this crucial thematic:













DOCUMENT	SUMMARY	PUBLIC LINK
Contracting Manual	The Contracting Manual is the regulatory framework that guides the activities and legal transactions conducted by Ecopetrol S.A. for the supply of goods and services. The process of supplying goods and services regulated by this Manual includes the following activities: (i) supply planning; (ii) supplier management; (iii) provisioning; (iv) contract management; and (v) logistics and inventory management.	<a href="#">&gt; LEARN MORE</a>
Contractor Performance Procedure	The supplier performance assessment contemplates the comprehensive management of sustainability in the execution of contracts; therefore, it has evaluation criteria for Environmental, Social and Governance (ESG) management. The contractor performance procedure establishes the methodology and criteria to assess the suppliers' performance to ensure the contracting objective are complied.	<a href="#">&gt; LEARN MORE</a>

# SUPPLIER ESG PROGRAM



## ESG CRITERIA INTO SUPPLIER SELECTION

During the Supplier's registration, selection and assessment performance processes, Ecopetrol considers the following ESG factors:

- 1 MANAGEMENT SYSTEMS, HSE AND TECHNICAL CERTIFICATIONS:**    
Suppliers must be registered at Ecopetrol's Supplier System Information, meeting different requirements such as: management systems certifications, HSE and technical certifications, among others according to their procurement category (economic activity).  
**Weight:** 100%
- 2 PROMOTION OF THE NATIONAL INDUSTRY:**    
National Government Legislation (Law 816 of 2003) aims to support the national industry through public procurement. During the selection process this is a mandatory evaluation factor.  
**Weight:** about 10% - 20% (if applicable)
- 3 HSE (HEALTH, SAFETY Y ENVIRONMENT) CRITERIA**    
Evaluates if the supplier has the ISO-14001/2004 certification, or a HSE plan for the management of health and safety risks at work and environment protection; training programs; emergency response capacity or effectuate an analysis supplier real performance (positive or negative) in terms of disabling or fatal events.  
**Average weight:** determined according to the procurement strategy.
- 4 LOCAL OFFER - GOODS AND SERVICES:**    
Ecopetrol has in place a "Local contracting of goods and services for the supply chain policy" that promotes local contracting in the procurement strategies. This factor is optional and in accordance with each procurement strategy.  
**Average weight:** determined according to the procurement strategy.
- 5 ACTIVITIES FOR VALUE GENERATION**    
Promotes the deployment of activities to strengthen regional prosperity and well-being of municipalities of operation through business strengthening, innovation and development programs, and transfer of knowledge or technology.  
**Average weight:** determined according to the procurement strategy.
- 6 PROMOTION OF PUBLIC FOOD PROCUREMENT POLICY**    
Compliance with National Law 2046 of 2020, which seeks to promote the participation of small local and agricultural producers whose production systems belong to peasant, familial and community agriculture, or their legally constituted organizations.  
**Weight:** minimum 10% (if applicable)



Required for new suppliers



Required for existing suppliers



# SUPPLIER ESG PROGRAM



## 7 LOCAL EMPLOYMENT PRIORITIZATION

Commitment to prioritize the employment of skilled and unskilled local labor. The supplier must present at least a commitment to contract 100% of the local unskilled labor and more than 30% of skilled local labor.

**Average weight:** determined according to the procurement strategy.

## 8 DIVERSITY AND INCLUSION - WORKFORCE:

Promotes local hiring of people classified into one or more of the following groups: women, people with disabilities, first job, ethnic groups and victims of armed conflict. This factor is optional and in accordance with each procurement strategy.

**Average weight:** determined according to the procurement strategy

## 9 ENVIRONMENTAL CRITERIA:

An environmental sustainability criterion is included in the suppliers' selection process. During 2023, Ecopetrol counted with 34 "green clauses" for the correct execution of contracts in terms of environmental responsibility. This factor is optional and in accordance with each procurement strategy.

However, as mentioned above, in December 2023 the document "Environmental Sustainability Guidelines for the Supply Chain Process" was formalized, which specifies the following selection criteria focused on the 4 environmental postulates defined by Ecopetrol:

1. **Decarbonization:** Reduction of Greenhouse Gas emissions (carbon intensity indicator or tons of CO<sub>2</sub>e reduced)

2. **Zero water discharges:** Water footprint calculation generated for the selection process or during the execution of the contract.

3. **Natural Capital (Biodiversity):** Actions that enhance the Net Zero Deforestation Goal through the commitment to the "Intersectoral Pact for Legal Timber in Colombia; count with the Colombian Environmental Seal (SAC) or National Certification Initiative Forest Stewardship Council (FSC), also known as the Voluntary Forest Certification Working Group (CFV).

4. **Materials and waste:** Percentage of recycled raw materials and/or reused and/or remanufactured products used in the manufacture of the good or in the provision of the service or alternatives for the resale of materials or buy back, indicating the value and/or the resale fee.

**Average weight:** determined according to the procurement strategy.

## 10 PERFORMANCE ASSESSMENT:

Ecopetrol assesses the comprehensive ESG management of its suppliers, through 5 criteria distributed as follows:

\* Environmental: HSE aspects

\* Social: Labor and Commercial Aspect, and Milieu Management

\* Governance: Operational Efficiency, and Contract Terms

**Average weight:** each factor has an individual weight of 100%

# SUPPLIER ESG PROGRAM



## WORLD-CLASS TALENT

### INTERNAL TRAINING PROGRAM FOR SUPPLY OFFICIALS

Supply Management recognizes the training, reskilling and installation of new capacities and abilities of the human talent to reach and maintain the competence level to face the challenges imposed by new T-ESG® trends, climate change and energy transition for which it has designed a training system for officials.

The internal training program consist of:



#### STRATEGIC SUPPLY CHAIN PROGRAM

Count with qualified human talent for processes' transformation, through training in the necessary capacities, skills and knowledge of supply chain and its sustainable management, ensuring that supply chain officials have the fundamental skills in relevant aspects such as strategic thinking, leadership, financial evaluation, risk management and decision making, among others. This Program is developed in alliance with Los Andes University.



#### DIGITAL TRANSFORMATION

Massachusetts Institute of Technology (MIT) Training Program for supply chain officials on leadership of digital transformation skills.



#### ANALYTICS AND DATA SCIENCE

Training for the development of analytical solutions. Program developed in alliance with Microsoft and the Javeriana University.

Additionally, during 2023, the Supply Chain Management reinforce the skills of the supply chain officials through the installation of cutting-edge knowledge advancing and strengthening skills in energy transition, digital transformation, agility, innovation and execution.

### CONTRACT MONITORING OFFICIALS' ACADEMY

Contract monitoring officers are key interlocutors for the correct performance of the agreed contractual obligations; therefore, the supply chain process recognizes the importance of updating and strengthening their knowledge by designing training programs on high relevance topics for its function. during 2023, 32 workshops and forums were held with the attendance of 200 people average per session, covering critical topics such as payment management, information leak, third parties risk mitigation, SECOP, petition rights, blockage management, claims, particular economic activities, decarbonization, cybersecurity (archer the new technological tool in contractual cybersecurity diagnostics), disclosure of the practice work control, Opex estimates, performance assessment in SAP ARIBA (process and tool), prioritization of skilled local labor, Fieldglass digital platform, management and prevention of conflicts of interest and ethical conflicts and tax management.

As well, contract monitoring officers received the International Association for Commercial and Contract Management (IACCM) Certificate.

# SUPPLIER ESG PROGRAM



## ENVIRONMENTAL MANAGEMENT TRAINING

Committed to sustainable Environmental Management, the supply chain has a training program on relevant topics for the different actors in the process: Supply Chain Officials, Suppliers and Contract Monitoring Officials. Under this framework, in 2023, 10 training sessions were carried out with the participation of an average of 273 people per session.

The 2023 Environmental Training Plan contemplated the following topics:



### DECARBONIZATION

- Decarbonization Strategy
- Decarbonization plans
- Compensation and mitigation opportunities according with the goods and services categories



### NATURAL CAPITAL (BIODIVERSITY)

- Basic concepts
- Application of supply instruments (includes Environmental Guidelines)



### MATERIALS AND WASTE

*Only for suppliers*

- Basic concepts
- Application of supply instruments (includes Environmental Guidelines)



In 2024, the Supply Chain Officials Training Program will be deployed with the objective of strengthening their ability to plan and carry out contracting processes, generating value for the organization, reinforcing theoretical and practical knowledge necessary in the development of selection methods, negotiations, and analysis of offers, in a strategic and ethical manner. The Program will have 6 thematic axes, among them, the ESG management of the Supply Chain, to reinforce the concepts associated with sustainability and its importance, raise awareness about the impact their function has, as well as explain and promote the sustainable management and the mechanisms that the process has, finalizing with the generation of a personal commitment, made by each official, in ESG matters within their daily functions.

# SUPPLIER ESG PROGRAM



## ESG PROGRAM RESULTS

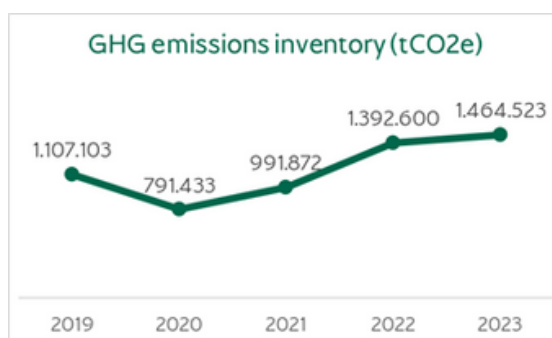
As a result of the above strategies, during 2023 Ecopetrol achieved the following results:

### ENVIRONMENTAL SUSTAINABILITY INTO THE SUPPLY CHAIN:

Ecopetrol fosters environmental best practices among its suppliers, implementing the environmental procurement model in four postulates (Decarbonization, Waste and materiales, Natural Capital / Biodiversity, Zero water discharges), which are the base of the roadmap designed to achieve the goals that impact the Ecopetrol's Group T ESG strategy and the commitment with energy transition.

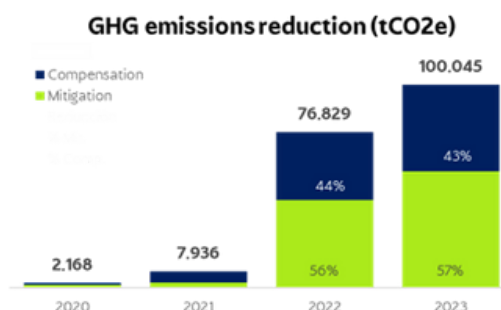
#### 1. DECARBONIZATION OF THE SUPPLY CHAIN

Ecopetrol applies the decarbonization cycle with suppliers, impacting Scopes 1, 2 and 3 of the company's GHG inventory. The baseline of the GHG emissions inventory of the supply chain of goods and services is 1.107.103 tCO<sub>2</sub>e for 2019. Continuously, the GHG inventory for the supply chain of goods and services is improved: In 2023, Ecopetrol collected GHG emissions data from 341 Suppliers and services, corresponded to 13% of total GHG emissions inventory of the supply chain of goods and services.



From 2020, the GHG emissions of the supply chain of goods and services have been reducing. At the end of 2023, 164.466 tCO<sub>2</sub>e were reduced, 74% due to mitigation initiatives like multimodal transport decisions for Ecopetrol's products, energy efficiency, circular projects, use of green materials, sustainable mobility for employees, and so on. The 26% were reduced through compensation actions, based on the acquisition of carbon credits by suppliers, mainly in Nature based Solutions (NbS) projects, that also brought social co-benefits for Colombia.

The total emissions reduction in 2023 corresponds to 11% of total GHG inventory of goods and services supply chain, 114% higher than 2022 GHG reduction. Ecopetrol defined the goal to reduce 231.297 tCO<sub>2</sub>e at the end of 2030.





# SUPPLIER ESG PROGRAM



## 2. WASTE AND MATERIALS

Ecopetrol adopted a circular economy model for the supply chain, which promotes the life extension of materials, the minimization of waste generation, through the reduction of non-renewables virgin materials, and the promotion of reuse due to remanufacture, reparation and buybacks. These circular mechanisms in the supply chain brought the following results:

- **\$50mM** of income due to the sale of goods non-required for operation
- The materials showcase and the inside work between areas brought **\$92,9mM** of avoided purchases, thanks to the use of available materials in other warehouses of Ecopetrol and subsidiaries. The fixed assets showcase achieved **\$9,36mM** due to reuse.
- It was designed and implemented the first circular economy contract, that allows the transformation of ferrous scrap in goods required by Ecopetrol, like pipeline racks, waste collection points, and so on. These transformations brought avoided spent of **\$112M**.
- Six projects that incorporated circular economy practices into procurement business models were developed during 2023, that reflect triple impact: Savings of **usd\$25,8M**, reduction of **168 tCO2e**, reduction of **25,1 m3** in water collection, and generation of 3 circular jobs.
- **3.3 tons** of waste were used, corresponded to 80% of total waste generated in catering, non-industrial building maintenance and construction, and other facilities services, thanks to initiatives like the use of use of demolition and construction waste in landfills and embankments, ferrous scrap transformation, recycling, composting, and so on.
- The catering service achieved **73%** in its circular indicator that measures the inputs and outputs of the process, due to the use of ecolabel inputs and the compost and vermiculture of waste. In 2021 the result of this indicator was **69%**.

In September 2021, the United Nations Industrial Development Organization -UNIDO- recognized Ecopetrol as a leader company in the implementation of Chemical Leasing model, which is a service business model that shift from increasing sales volume of chemicals to a service pay approach that allows:

- Efficient use of chemical products
- Waste minimization
- Extent useful life of a chemical product
- Efficient resources use

## 3. ZERO WATER DISCHARGES

- **Non-industrial facilities:** Ecopetrol has defined a 2030 goal of saving 20% of water consumption in non-industrial facilities prioritized, into the zero water discharges strategy. The process has been implemented in two stages:
  - 1 **Measurement:** Water consumption meters are installed in non-industrial facilities to measure baseline and continuous monitoring of water consumption in each building. At the end of 2023, 219 non-industrial facilities had installed water consumption meters, continuously generating data.

# SUPPLIER ESG PROGRAM



**2 Intervention:** With the data of water consumption meters, Ecopetrol analyzes the main causes of consumption, depending on the type of building, and implements water savings strategies for each non-industrial facility. At the end of 2023, 179 non-industrial facilities reduced 32% water consumption compared to 2021 baseline, exceeding the goal set, due to user awareness communication campaigns monitoring and control of consumption by production field, renovation of elements such as toilets, water consuming equipment in dining halls, laundry facilities, among others.

**Indirect water footprint:** In the zero water discharges roadmap, Ecopetrol reports and achieved the certification of its direct water footprint in big four assets. Complementary, Ecopetrol is calculating its indirect water footprint, thanks to supplier engagement of some procurement categories:

- Contracts that have intensive use of raw materials as pipeline, cement, barite, and calcium carbonate.
- Waste management through bioremediation, landfill, incineration, and dump.

**121** suppliers are part of the prioritized categories in Ecopetrol's indirect water footprint, with whom Ecopetrol delivered workshops around the indirect water footprint.

## 4. NATURAL CAPITAL / BIODIVERSITY

Within the framework of the Ecopetrol Group's 2040 T ESG strategy, Biodiversity has been defined as an outstanding element. Likewise, Nature-Based Solutions (NbS) have been identified as an efficient alternative to maintain Biodiversity and Ecosystem Services in strategic areas, as well as improve the livelihoods of local communities.

In this context and as the first topic to include in supply chain model, Ecopetrol looks to engage suppliers of logistics, construction, maintenance, office supplies and packaging to achieve Net Zero Deforestation in indirect operations, thanks to three types of actions:

- Sustainability criteria for the selection and evaluation of suppliers
- Training and collaboration with suppliers around natural capital
- Transparency and communication towards Net Positive Impact on Nature and Net Zero Deforestation in the supply chain.

**155** suppliers were prioritized for this strategy, due to its potential use of wood in the service hired by Ecopetrol.

During 2023, a natural capital survey was responded by 83 suppliers, which allows to understand the state of art of Ecopetrol supply chain in biodiversity aspects.



# SUPPLIER SCREENING



# SUPPLIER SCREENING



The supplier screening process evaluates two major variables of analyses: i) Performance Assessment and ii) Strategic Potential, this analysis is complemented with the Management Concept of the Supply Chain and Business leaders to calibrate and validate the data according to Company's current and future strategies.

The information considered for supplier screening is detailed below:



## PERFORMANCE ASSESSMENT

The supplier performance assessment contemplates the comprehensive management of sustainability in the execution of contracts; Therefore, it has evaluation criteria for Environmental, Social and Governance (ESG) management, through 5 indicators distributed as follows:



**Environmental:** HSE aspect



**Social:** Labor and Commercial Aspect, and Milieu Management



**Governance:** Operational Efficiency, and Contract Terms

According to the comprehensive performance assessment result, the supplier will be classified into one of the 3 levels:



- 1. Exceptional Performance: >98 points**
- 2. Satisfactory Performance: (> or = 85 points)**
- 3. Low Performance: (< 85 points)**



## STRATEGIC POTENTIAL

Measures the potential impact on value generation that the supplier can represent to Ecopetrol, analyzing the following indicators:



### BUSINESS RELEVANCE:

1. Participation of the supplier in the contracted categories, allows identifying the degree of substitutability.
2. Growth potential allows identifying the supplier's financial capabilities that could improve Ecopetrol's value proposition.
3. Market context looks to find:
  - Supplier's share of spend
  - Importance of Ecopetrol in the supplier's income
  - Impact and risk level of the contracted good or service



### SOCIAL

1. Local Impact Indicator allows the analysis of the suppliers that leverage social development in the territories through local employment or local goods and services contracting.



# SUPPLIER SCREENING



## MANAGEMENT CONCEPT



### GOVERNANCE:

A calibration and validation exercise with Supply Chain and Businesses Leaders (if applicable) of the screening process result, its alignment with the corporate strategy, the review and analysis of sensitive issues such as ethical alarms.

## ENVIRONMENTAL SUPPLIER SCREENING

The Supplier Environmental Screening identifies strategic suppliers that leverage the goals of decarbonization that allows identifying strategic suppliers in environmental matters and prioritize the efforts that must be made in each of the defined environmental postulates.

The variables for classification are described below:



**DECARBONIZATION:** Supplier classification according to the amount of tCO<sub>2</sub>e generated:

- **HIGH:** POTENTIAL GHG EMISSIONS GENERATION IN A YEAR GREATER THAN 500tCO<sub>2</sub>e
- **MEDIUM:** POTENTIAL GHG EMISSIONS GENERATION IN A YEAR BETWEEN 100tCO<sub>2</sub>e AND 500tCO<sub>2</sub>e
- **LOW:** LESS POTENTIAL GHG EMISSIONS GENERATION IN A YEAR THAN 100tCO<sub>2</sub>e



**MATERIALS AND WASTE** Spend of goods or services where waste is generated or that leverage circularity and waste treatment strategies.



**WATER NEUTRALITY** Spend of goods or services where there is intensive use of materials that affect Ecopetrol's water footprint, or a waste treatment is carried out.



**NATURAL CAPITAL (BIODIVERSITY)** Spend of goods or services that have an impact on the 0 Net Deforestation strategy, due to the use of wood

## RISK SCREENING METHODOLOGIES

### SECTOR'S RISK AND OPPORTUNITY ANALYSIS

The Supply Chain Process designed the Market Indicators Surveillance System, through which 50 national and international indexes are monthly analyzed to measure and monitor inflation and key variables that directly or indirectly impact the goods and services rates required by Ecopetrol and its Business Group.

Additionally, global risks are monitored in Economic and Geopolitical, Environmental, Social and Technological aspects, covering each of the dimensions defined for sustainable (ESG) Supply Chain Management.

### RISK'S IDENTIFICATION AND MONITORING OF COMMODITIES, GOODS AND SERVICES REQUIRED

Committed to supporting the energy transition, the Supply Chain Process, through the monitoring of 10 key indicators, developed a historical price evolution monitoring board for the different goods and services required for the operation and, also, for the essential needs of the Energy Transition Strategy.

Currently, the Process is working on the deployment of a prospective analysis concerning the impacts of decarbonization, reduction of working hours and taxes, to count with risk anticipation mechanisms, containment measures and take advantage of market opportunities. As well, the Supply Chain seeks to generate the respective monetization of these variables impact on Ecopetrol's profit and loss statement (P&L).

# SUPPLIER SCREENING



## RISK SCREENING METHODOLOGIES

### RISK FACTORS ASSOCIATED WITH ECOPETROL'S FRAUD, CORRUPTION, MONEY LAUNDERING AND TERRORIST FINANCING

Ecopetrol's Ethics and Compliance area carries out the Segmentation of sources and risk factors associated with Ecopetrol's Fraud, Corruption, Money Laundering and Terrorist Financing, which allows the implementation of control measures, with a risk-based approach.

The controls and treatment plans are aimed at preventing ML/TF/FPADM risks in a differentiated manner for third parties based on their risk rating.

The risk criteria analysis seeks to obtain a complete view that contributes to informed decision-making regarding commercial relationships established with third parties.

The factors analyzed are:



#### CONSULTATION OF RESTRICTIVE AND CONTROL LISTS:

Includes consultation of legal representatives, members of the Board of Directors and shareholders.



#### ANALYSIS OF POLITICALLY EXPOSED PERSONS (PEPS)

Identify all possible relationships with National and Foreign PEPs and the PEPs of international Organizations.



#### TERRITORIAL JURISDICTION:

Risk rating of the geographic areas of the supplier origin, this factor's risk management is characterized by the level of risk assigned:



**Restricted:** The supplier will be immediately blocked at Ecopetrol's Supplier System Information.



**Medium or High:** the supplier is asked for its policies, programs or ethical guidelines and internal control system, this evidence is analyzed by the Compliance Area and the Supply Chain Process executes the actions defined for the supplier's treatment.



**Low:** The supplier does not present a risk for the operation.

The territorial jurisdiction information is updated every 2 months by the Ethics and Compliance Area and is considered for the supplier verification process. If a supplier is identified with a Medium or High risk, the supplier is asked for its policies, programs or ethical guidelines and internal control system, this evidence is analyzed by the Compliance area and the Supply Chain Process executes the actions defined for the supplier's treatment, instead, if the supplier's origin country is a Restricted Jurisdiction the company will be immediately blocked at Ecopetrol's Supplier System Information.



# KPI

## SUPPLIER SCREENING



# KPI SUPPLIER SCREENING




## KPIS FOR SUPPLIER SCREENING

The results obtained through the supplier screening for 2023\* are detailed below:

DESCRIPTION	RESULTS
Total number of Tier-1 suppliers	3458
Total number of significant suppliers in Tier-1	132
% of total spend on significant suppliers in Tier-1	71%
Total number of significant suppliers in non Tier-1	0
Total number of significant suppliers (Tier-1 and non Tier-1)	132

\*The supplier screening results are based on 2022 procurement data to develop a differentiated relationship management during 2023 (year assessed).

Ecopetrol does not developed the screening process for non-tier 1 suppliers, which is why it **places 0** in this specific KPI.

 In 2023, the KPIs provided regarding Ecopetrol's supplier screening results were audited by the international auditing firm EY.



# KPI SUPPLIER SCREENING



## AUDIT CARRIED OUT BY EY

CLICK TO CONSULT THE INFORM:  
Pages: 596-597 - 598 - 599 - 611



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Srs. Ecopetrol S.A.  
Bogotá, D.C.

AS-5863-24  
May 23, 2024

**Independent Limited Assurance Report**

To the Management of Ecopetrol S.A.

**1. Scope**

We have been engaged by Ecopetrol S.A. (hereinafter "the Company" or "Ecopetrol"), to perform a "limited assurance engagement", as defined by International Standards on Assurance Engagements, here after referred to as the engagement, to report on the identified sustainability information (the "Subject Matter") that is detailed in Annex 1 contained in the "Integrated Management Report 2023 of Ecopetrol S.A." for the period from January 1 to December 31, 2023 (the "Report").

**2. Criteria Applied by Ecopetrol S.A.**

In preparing the Subject Matter as detailed in Annex 1, Ecopetrol applied the GRI Global Reporting Initiative Standard in accordance with the declared "in accordance" option and company-specific criteria that are listed in Annex 2 (Criteria). The company specific criteria were designed to complement the report with respect to the material issues identified by Ecopetrol, as a result, information about the Subject Matter may not be suitable for another purpose.

**3. Company Responsibilities by Ecopetrol S.A.**

Ecopetrol's management is responsible for selecting the Criteria, and for presenting the Subject Matter in accordance with that Criteria, in all material respects. This responsibility includes establishing and maintaining internal controls, maintaining adequate records, and making estimates that are relevant to the preparation of the subject matter, such that it is free from material misstatement, whether due to fraud or error.

**4. EY's Responsibilities**

Our responsibility is to express a conclusion on the presentation of the Subject Matter based on the evidence we have obtained.

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Page 2  
May 23, 2024

We conducted our engagement in accordance with the International Standard for Assurance Engagements Other Than Audits or Reviews of Historical Financial Information (ISAE 3000 (Revised)), and the terms of reference for this engagement as agreed with Ecopetrol on December 18<sup>th</sup>, 2023. Those standards require that we plan and perform our engagement to express a conclusion on whether we are aware of any material modifications that need to be made to the Subject Matter in order for it to be in accordance with the Criteria, and to issue a report. The nature, timing, and extent of the procedures selected depend on our judgment, including an assessment of the risk of material misstatement, whether due to fraud or error.

We believe that the evidence obtained is sufficient and appropriate to provide a basis for our limited assurance conclusion.

**5. Our Independence and Quality Management**

We have maintained our independence and confirm that we have met the requirements of the Code of Ethics for Professional Accountants issued by the International Ethics Standards Board for Accountants, and have the required competencies and experience to conduct this assurance engagement.

EY also applies International Standard on Quality Management 1, Quality Management for Firms that Perform Audits or Reviews of Financial Statements, or Other Assurance or Related Services engagements, which requires that we design, implement, and operate a system of quality management including policies or procedures regarding compliance with ethical requirements, professional standards and applicable legal and regulatory requirements.

**6. Description of Procedures Performed**

Procedures performed in a limited assurance engagement vary in nature and timing from, and are less in extent than for a reasonable assurance engagement. Consequently, the level of assurance obtained in a limited assurance engagement is substantially lower than the assurance that would have been obtained had a reasonable assurance engagement been performed. Our procedures were designed to obtain a limited level of assurance on which to base our conclusion and do not provide all the evidence that would be required to provide a reasonable level of assurance.

Although we considered the effectiveness of management's internal controls when determining the nature and extent of our procedures, our assurance engagement was not designed to provide assurance on internal controls. Our procedures did not include testing controls or performing procedures relating to checking aggregation or calculation of data within IT systems.

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Page 3  
May 23, 2024

A limited assurance engagement consists of making enquiries, primarily of persons responsible for preparing the Subject matter detailed in Annex 1 and related information and applying analytical and other appropriate procedures.

Our procedures included:

- Conduct interviews with Company personnel to understand the business and the Report preparation process.
- Conduct interviews with those responsible for the Report to understand the process of gathering, consolidating and presenting the information on the Subject Matter.
- Verify that the calculation criteria have been correctly applied in accordance with the methodologies described in the Criteria.
- Carry out analytical review procedures to support the data.
- Identify and verify assumptions supporting the calculations.
- Test, on a sample basis, source information to verify the accuracy of data.
- Reading the contents on the material topics (GRI 3-1, 3-2, 3-3) associated with the Subject Matter to verify that they have been correctly applied in accordance with the Criteria.
- Comparing the contents presented in the Report with what is established in the Company's self-declared compliance in accordance with the compliance requirements of GRI Standard.

We also performed such other procedures as we considered necessary in the circumstances.

**Limitations of Our Assurance Engagement**

Our assurance engagement was limited to the Subject Matter included in Annex 1 contained in the Report for the period between January 1 and December 31, 2023. It does not include information from previous years included in the Report, nor related to projections or goals future.

Nor did it attempt to determine whether the technological tools used to develop the Report are the most appropriate and/or efficient.

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Page 4  
May 23, 2024

**7. Conclusion**

Based on our procedures and the evidence obtained, we are not aware of any material modifications that should be made to the information reported in the Integrated Management Report for the period from January 1 to December 31, 2023, detailed in Annex 1, in order for it to be in accordance with the Criteria detailed in Annex 2.

**8. Use of this Assurance Report**

This report is intended solely for the information and use of Ecopetrol S.A. and is not intended to be and should not be used by anyone other than those specified parties.

Our responsibility, when carrying out verification activities, is solely with the Company's Management, therefore, we do not accept or assume any responsibility for any other purpose or towards any other person or organization.

**Other Information**

The notification to the Global Reporting Initiative (GRI) about the publication of The Report, following the guidelines of the GRI's standard Foundation, in accordance requirement 9: Notify GRI (the organization must notify GRI of the use of the GRI standards and its declaration of use, by sending an email to [report@globalreporting.org](mailto:report@globalreporting.org) is responsibility of the Company and we have been informed that it will be done within 5 business days following the issuance of this conclusion.

**Conduct**

**EDWIN RENÉ VARGAS SALGADO**  
Ernst & Young Audit Partner  
Ernst & Young Audit S.A.S.

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Relevant Subject (Material)	Criteria	Indicator / Content	Insured Value
Climate Change	OWN	ECP029 Volumen of biofuels produced and purchased meeting sustainability criteria	<ul style="list-style-type: none"><li>B2 Volume Sold (MBBLS): 46,406</li><li>Volume of biofuel purchaser: 969.2</li></ul>
Industrial and process safety	OWN	ECP005 Volume of hydrocarbon spill	Volume of spilled hydrocarbons (bbbls): 15.29
Chain of supply Responsible	OWN	1.7.5 DJSI KPIs for Supplier Screening	<ul style="list-style-type: none"><li>Total number of Tier-1 suppliers: 3,458</li><li>Total number of significant suppliers in Tier-1:132</li><li>Total number of Non-Tier-1 suppliers: 0</li><li>Total significant suppliers (Tier-1 and NON-Tier1): 132</li><li>Percentage of total spend on significant suppliers in Tier-1: 71%</li></ul>
N/A	OWN	1.3.1 DJSI Materiality Analysis	Qualitative Indicator  The drafting of this indicator is found on pages 158-163 of the Integrated Management Report
Materials and waste	OWN	2.4.1 DJSI Waste Disposal	<ul style="list-style-type: none"><li>Σ Total waste recycled or reused: 180,935 TonsM</li><li>Σ Waste Eliminated: 273,094 TonsM</li><li>Σ Waste Landfilled: 220,749 TonsM</li><li>Σ Incinerated waste with energy recovery: 0 TonsM</li><li>Σ Incinerated Waste without energy recovery: 26 TonsM</li><li>Σ Other types of disposal: 52,319 TonsM</li></ul>
Materials and waste	OWN	2.4.2 DJSI Hazardous Waste	<ul style="list-style-type: none"><li>Σ Total hazardous waste recycled or reused: 10,358 TonsM</li><li>Σ Total hazardous waste disposed of: 104,632 TonsM</li><li>Σ Total waste deposited in security cells: 4,884 TonsM</li><li>Σ Hazardous waste incinerated with energy recovery: 0 TonsM</li><li>Σ Hazardous waste Incinerated without energy recovery: 349 TonsM</li><li>Σ Hazardous waste otherwise disposed of: 98,926 TonsM</li></ul>



# SUPPLIER ASSESSMENT AND DEVELOPMENT



# SUPPLIER ASSESSMENT



## SUPPLIER DESK ASSESSMENT

## SUPPLIER PERFORMANCE ASSESSMENT

The supplier performance assessment contemplates the comprehensive management of sustainability (ESG) in the execution of contracts; therefore, it seeks to measure the compliance with the Environmental, Social and Governance management commitments, acquired by the supplier for the contract execution Ecopetrol.

This assessment is based on 5 indicators distributed in each ESG dimension:



### ENVIRONMENTAL MANAGEMENT:

Measure the compliance of the “HSE Aspect” criterion to monitor and reduce the potential negative impact on people, the environment, and facilities during the execution of contracts.



### SOCIAL MANAGEMENT:

Measure the compliance of:



**Labor and Commercial Aspects Criterion:** Monitor and measure compliance with legal and contractual obligations of a commercial, labor, or social security nature. It also contemplates the inclusive labor employment or local employment.



**Milieu Management criterion:** Monitor and measure incidents, complaints and claims that affect the milieu and that are attributable to the supplier. Likewise, it measures the level of compliance with the commitment acquired by the supplier for the local contracting of goods and services and the activities for value generation.



### GOVERNANCE MANAGEMENT:

Measure the compliance of:



**Operational efficiency criterion:** Monitor and measure the efficiency of the contracted service and compliance with the value promise in economic, technical, object and scope of the contract and/or supply strategy.



**Contract terms:** Evaluate compliance with the agreed work plan and the monitoring and control of the delivery of administrative documents, which contemplates the supplier qualification in the Supplier Information System, complying with the legal, financial, commercial, HSE and ethics and compliance requirements.

# SUPPLIER ASSESSMENT



## SUPPLIER VERIFICATION AND QUALIFICATION

As mention above, the supplier verification process evaluates the suppliers 'minimum requirements fulfillment for the company's approval in Ecopetrol' s Suppliers Information System. The requirements that suppliers must meet are determined by the following variables:



ü HSE certifications: The requirement for HSE certifications is carried out in accordance with the characteristics of each contract, considering the risk level analysis, the place of execution and the criticality of the activities.



Economic impact: Determines the obligation to present financial information



Goods and services classification in the Kraljic matrix: Indicates the commercial information requirements.



Categories with specific requirements: Commercial activities that by their nature require the endorsement of national or international institutions.



Ethics and compliance requirements: These are transversal to all suppliers, therefore, they must fill out the asset laundering, financing of terrorism and commitment to integrity forms and, as mentioned above, the suppliers, and its related parties, are consulted in restrictive and control lists.

For more information about the verification process, please consult the Supplier Verification and Qualification section in the Supplier ESG Program chapter, [page 14](#).

## THIRD PARTY ASSESSMENT

Certain goods and services needed by Ecopetrol require an external evaluation and certification to be invited, verified, and establish a commercial relation. Therefore, they must carry out the assessment through a third party and present it to Ecopetrol in a current state and guarantee its update, otherwise the supplier will not be able to participate in the selection methods.

The type of certification the supplier must have, is determined according to its economic activity. These accreditations are detailed below:



Biological waste disposal  
Environmental License for the management and disposal of hospital waste.



Mobile sanitary equipment rental  
License or permit for waste disposal.



Chemicals  
Compliance with the Globally Harmonized System - GHS guidelines.



Houses and meeting centers rental  
Compliance with the Human Safety Code (NFPA 101)



Reverse logistics  
Environmental license or waste disposal permit



Transportation services  
Resolution of the Transport Ministry.



Surveillance services  
Resolution of the Surveillance and Private Security Superintendence.



Transportation and disposal water based or oil based cutting fluids  
Contingency plan with coverage of the area where it transits (Resolution 1609/2012).



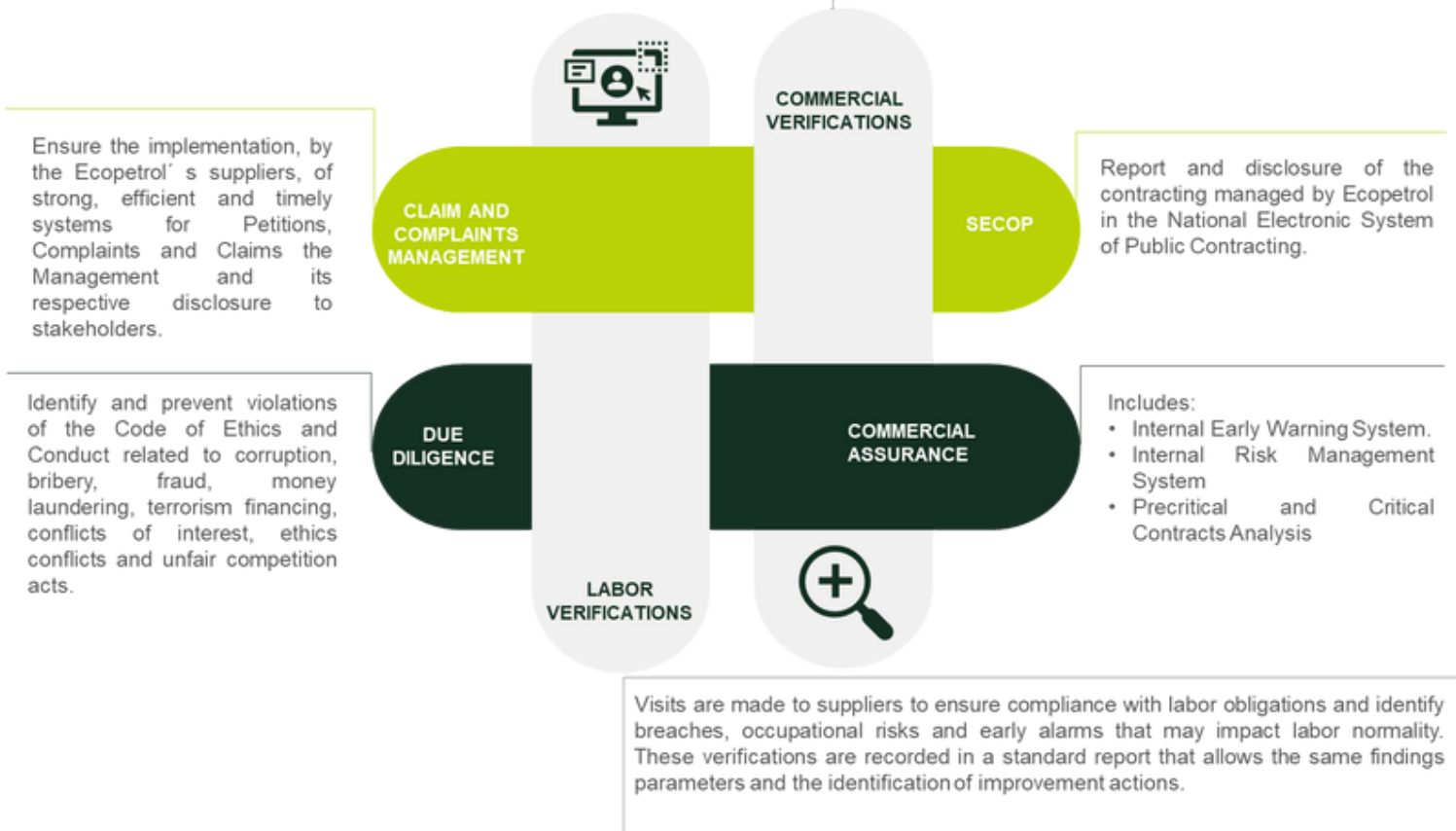
# SUPPLIER ASSESSMENT



## SECOND PARTY ASSESSMENT

To guarantee the correct execution of the contractual relations, Ecopetrol has generated an Integral Ecosystem of Risk Management Measures and Contracts Execution Verification Mechanisms:

Validations are carried out to verify the compliance level of commercial obligations in local contracting by critical contractors. With these reviews Ecopetrol generates alerts and recommendations to the suppliers for its respective management and resolution.



**INTERNAL EARLY WARNING SYSTEM:** Monitors suppliers' compliance regarding claims and complaints, incidents reported in site, contract's economic deviations, late payments, garnishments, and insolvency. This system also supervises the non-compliance impact in Ecopetrol's operations (measured by concentration of contracts with Ecopetrol, estimated value of non-compliance obligations and number of workers - exclusive labor force).

**INTERNAL RISK MANAGEMENT SYSTEM:** Designed by AON and used by Ecopetrol to identify and control risks associated with third parties sourcing, including policy coverage design, negotiation with the insurance market, issuance, and monitoring of policies, among others.

**PRECITICAL AND CRITICAL CONTRACTS ANALYSIS:** Monitors the historic suppliers' non-compliance with payment obligations with its third parties.

# SUPPLIER ASSESSMENT



## COMPLIANCE WITH NATIONAL AND INTERNATIONAL STANDARDS AND SUPPLY CHAIN MANAGEMENT BEST PRACTICES

Ecopetrol's Supply Chain is a national and international benchmark due to its remarkable management, therefore, it continually challenges its performance to incorporate the best market practices and accomplish national and international standards, both in its operation and in its suppliers' performance. The decisions and strategies made for the Process Evolution have taken into account the recommendations and assessments carried out by international consultants, such as Boston Consulting Group, Kearney and McKinsey, which have allowed the identification of the Process' maturity level, including suppliers' management.

According to these assessments, Ecopetrol have been recognized with a high level of performance, being classified within the top quartile of the industry in the "Aspirant" category in the Kearney Assessment of Excellence in Procurement (AEP) measurement and the consultancy for strengthening of suppliers screening carried out by Boston Consulting Group, which have been successfully implemented.

In 2023, the supplier screening and assessment methodologies and its results were audited by EY with a positive result regarding the practices implemented by Ecopetrol.

### “ON-SITE” OR DESK VERIFICATIONS

Assessments on demand, carried out in a corrective or preventive manner to the process and the regulations of suppliers' performance, in order to verify the compliance with the guidelines and methodologies established for this purpose, said assessment must comply with the parameters of: objective, scope, definition of population and sample, verification instrument, report of results and corrective action plans to close gaps or improvement opportunities identified (if applicable).

However, Ecopetrol may carry out audits, inspections, reviews, or other types of visits to measure and verify the compliance with guidelines and methodologies of the performance process of suppliers.

## SUPPLIER CORRECTIVE ACTION PLAN

In accordance with the results of Supplier's Performance Assessments, Ecopetrol and the supplier may agree to generate an improvement plan that allows managing and closing the gaps identified during the contract execution. The development of the improvement plan must consider the level of deviation in the qualification of the evaluated criteria and the contract execution term. For its application the suppliers must prepare a proposal of the foreseen improvement plan, and it must be approved by Ecopetrol before beginning its implementation.

Corrective action plans are only applied to significant suppliers identified through the supplier segmentation which is carried out by Ecopetrol on an annual basis.

With the approval of the improvement plan, the supplier agrees to fully adopt and comply with the agreed actions, and Ecopetrol's contract monitoring official must review and ensure the quality of the deliverables and the timely closure of the settled activities.

# SUPPLIER ASSESSMENT



## TRACKING AND MONITORING:



The Ecopetrol contract monitoring official must review and ensure the quality of the deliverables and the timely closure of the settled activities. If it is identified that the actions agreed have not been implemented, the improvement plan must be suspended and invalidated. The officer must inform this situation to the supply category leader, the auditor, the technical and functional area (labor, environmental, commercial, HSE, among others) for the respective analysis and decision-making.



The Supplier Performance Leader will monitor the coverage and effectiveness of the corrective action plans implemented to significant suppliers guarantee their assessment and development.

## COVERAGE:



In 2023, **12** significant suppliers required the development and implementation of improvement plans due to the results of their performance assessments. Therefore, Ecopetrol, in mutual agreement with these suppliers, approved the generation of the respective plans, covering **100%** of the suppliers which required corrective action plans to close the identified gaps.

## CORRECTIVE ACTION PLAN IMPLEMENTATION SUPPORT:



The contract monitoring official is the responsible for the follow up and monitoring of the execution of the actions defined in the plan, ensuring the implementation with quality and timeliness of the deliverables, with the support of the functional leaders, as applicable.



Consult the internal normative about this aspect

DOCUMENT	SUMMARY	PUBLIC LINK
Contractor Performance Procedure	The supplier performance assessment contemplates the comprehensive management of sustainability in the execution of contracts; therefore, it has evaluation criteria for Environmental, Social and Governance (ESG) management. The contractor performance procedure establishes the methodology and criteria to assess the suppliers ' performance to ensure the contracting objective are complied.	<a href="#">&gt; LEARN MORE</a>
Draft and Development of Improvement Plans	Definitions against the construction and development of corrective action plans (contractor performance procedure)	<a href="#">&gt; LEARN MORE</a>

# SUPPLIER DEVELOPMENT



## SUPPLIER INFORMATION AND TRAININGS

Ecopetrol counts with different programs for suppliers' capacity building, during 2023, **128** significant suppliers participated in one or more of the development actions, achieving a coverage of **97%** of significant suppliers.



## PERFORMANCE REVIEW MEETING

The Performance Review Meetings (PRM) is a relationship mechanism based on high-level meetings between Ecopetrol and its suppliers to enhance the value generation during the commercial relation through collaborative schemes. These sessions are implemented with the significant suppliers identified through the segmentation and aimed to capture mixed efficiencies activities along the contract performance.

The PRM counts with a broadly review about performance, results obtained, improvement opportunities and potential joints for value generation initiatives, among other critical success factors. This analysis is based on a strategic vision of the significant suppliers, and not on the execution of a specific contract, accordingly, in these meetings, issues associated to tariffs negotiation, administrative and transactional aspects or portfolios of supplier's goods and services are not reviewed.

Through the deployment of these sessions, Ecopetrol seeks:



- **Achieve an incremental value in operations**, through strategic relationships with suppliers during contracts execution.
- **Build strategic relationships** and synergies generation that contribute to a sustainable value chain.
- **Identify opportunities for innovation and new technologies** to improve operational efficiency and achieve environmental sustainability goals, implementing the best market practices.
- **Develop projects and/or initiatives to generate value** that improve results, market competitiveness and resilience in the value chain.
- **Strategically manage environmental, social, technical and process aspects** in the execution of contracts and the respective definition of improvement actions.



## STRENGTHENING OF SUPPLIER COMPLIANCE AND ETHICAL CONDUCT AND POLICIES

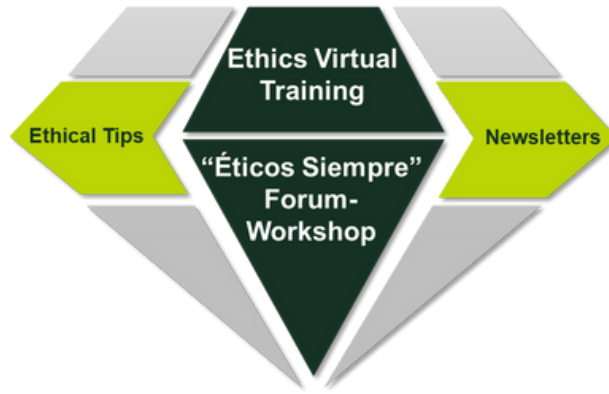
The conduct of suppliers and their workers with whom Ecopetrol has a commercial relationship must be characterized by transparency, clear rules, and consistency; with a total rejection and zero tolerance of any conduct that goes against the postulates defined and adopted in the Code of Ethics and Conduct of the Ecopetrol Group.



# SUPPLIER DEVELOPMENT








Therefore, training spaces have been developed to strengthen the knowledge and appropriation by suppliers of these standards, such as:



## IMPROVEMENT OF BUSINESS SKILLS, DIVERSITY AND INCLUSION POLICIES AND NEW TECHNOLOGIES ADOPTION

Ecopetrol has generated a portfolio of activities focused on ensuring suppliers' development in critical topics such as Corporate and Supply Strategy, business capacities improvement, diversity and inclusion policies promotion and new market technological enablers integration, among others. The assurance of knowledge and management capacity of these aspects and the corresponding gaps identification and main levers for improvement are crucial objectives of each program deployed.

These actions have a great impact on suppliers' development, since they are focused on the main needs found:

-  **BUSINESS STRENGTHENING WORKSHOPS**  
Strengthen the business capabilities of suppliers, joint co-creation and contribute to closing identified corporate gaps identified.
-  **T-ESG® CONGRESS**  
Increase suppliers' capacities and commitment to sustainability (T-ESG®) management in their operations and improve technical and administrative skills of diverse productive entrepreneurs.
-  **DIVERSITY AND INCLUSION POLICIES**  
Promote the inclusion of diversity and inclusion policies by suppliers.
-  **DIFFUSION WORKSHOPS**  
Disseminate information of interest to suppliers on ethical, HSE, corporate issues and the modifications described in the Contracting Manual, among others
-  **ARIBA TRAININGS**  
Program to train suppliers about the supply chain technological platform transition.

# SUPPLIER DEVELOPMENT



## SUPPLIER'S BUSINESS SCHOOLS

Due to Ecopetrol's role in the national economy, the company identified the municipalities where its impact have a major impact, analysis based on its importance in the regional development, evaluating its participation in job creation, taxes, royalties, aspects that promote and generate dependence on the oil & gas industry. Under this scenario, the company seeks to diversify the regions by supporting the incursion into new businesses and the enhancement of regional productive matrix, supporting the suppliers' formalization, financial management reinforce, marketing and other critical business aspects improvement.

One of the initiatives deployed by Ecopetrol for the suppliers' development was the establishment of 2 business schools:



### “EMPRENDE CON ENERGÍA” SCHOOL

Program focused on training entrepreneurs in administrative aspects, e-commerce, innovation, leadership, environmental sustainability, among others while their products are promoted.



### “PROVEEDOR IN” SCHOOL

Its purpose is to promote knowledge, train and strengthen current suppliers in transversal aspects applicable to the business environment.

## SUPPLY CHAIN SUSTAINABILITY MANAGEMENT BENCHMARK

Ecopetrol suppliers can consult the Supply Chain Sustainability Benchmark for free through Company's website, in this document the main objectives of the management of each ESG dimension are explained remarking some of the good practices implemented by Colombian companies, as well as the Benchmark of the disruptive business models that some suppliers have successfully implemented.



Ecopetrol makes this information for public access aiming that current or potential suppliers can analyze their management against the good practices identified.

DOCUMENT	SUMMARY	PUBLIC LINK
Supply Chain Sustainability Benchmark	Identify and analyze the sustainable (ESG) management of the supply chain of public and private companies, knowing trends and best practices that allow having a counselor to strengthen sustainability initiatives within the Supply Chain of Ecopetrol and its suppliers.	<a href="#">LEARN MORE</a>
Disruptive business models Benchmark	It shows alternative business models, purchasing models for innovation, contractual models, among others.	<a href="#">LEARN MORE</a>

# SUPPLIER DEVELOPMENT



## IN-DEPTH TECHNICAL SUPPORT PROGRAMS



### HSE MANAGEMENT REINFORCEMENT

To promote the safe, healthy, and environmentally responsible performance of a supplier and ensure compliance with applicable HSE legislation and regulations, Ecopetrol implemented an Internal System to share and implement good HSE management practices by suppliers. For the development of this scheme, Ecopetrol prioritized 36 HSE practices on topics such as: Safety, clean, and healthy work promotion; Process safety; HSE management systems; Risk and hazard management; Incident Investigation, Waste Management, Work Control, Change Management, Operational Discipline and Process Technology, among others.

Once the good practice is shared by Ecopetrol, the supplier must complete the suggested actions within a maximum period of 1 month and the HSE area will oversee monitoring compliance with the proposed activities.

Additionally, to ensure the reliability of the HSE management model and results of suppliers' performance assessment, Ecopetrol developed the HSE findings report module for suppliers on Salesforce technological platform, which allows the record of the HSE findings identified during the contract performance with online information access to carry out an objective, coherent and timely measurement of the HSE performance criteria and support HSE management decision-making, by the different interlocutors of the supply chain management process.



### ENVIRONMENTAL MANAGEMENT TRAINING

Committed to sustainable Environmental Management, the supply chain has a training program on relevant topics for the different actors in the process: Supply Chain Officials, Suppliers and Contract Monitoring Officials, based on the four topics of the environmental sustainability strategy for the supply chain: Decarbonization, Waste and Materials, Zero water discharges and Natural capital.

This training was based on the environmental sustainability segmentation, a methodology to analyze the whole universe of contracts, applying criteria like the potential of greenhouse gas -GHG- emissions generation in the operation of contracts, the possibility to incorporate circular economy business models, the impact on the Ecopetrol's indirect water footprint and the relation of each procurement category with Net Zero Deforestation commitment.

This methodology allowed to define four groups of prioritized Suppliers for each one of the environmental sustainability topics, who were engaged in different training sessions:

Topic	# prioritized suppliers	# suppliers in trainings
Decarbonization	948	275
Waste and materials	115	56
Zero water discharges	121	31
Natural Capital	155	starts in 2024

# SUPPLIER DEVELOPMENT



## LABOR ASPECTS TRAINING

Recognizing the importance of correct labor management by Ecopetrol suppliers, training is developed to strengthen the knowledge of suppliers on this aspect to ensure correct compliance with labor obligations associated with the execution of contracts with Ecopetrol.

Some of the topics covered in these trainings are:

- 1 Support from Ecopetrol at the beginning of contracts to ensure the correct implementation of the established internal regulations, national and international policies.
- 2 Reinforce and ensure knowledge regarding Ecopetrol 's guidelines, working conditions, salaries and salary adjustments, extralegal benefits, working hours and social benefits, among others.
- 3 Obligations and responsibilities in local employment.





# KPI

## SUPPLIER ASSESSMENT AND DEVELOPMENT



# KPI SUPPLIER ASSESSMENT AND DEVELOPMENT



## KPIS FOR SUPPLIER ASSESSMENT AND DEVELOPMENT

The results obtained for 2023 are detailed below:

### COVERAGE AND PROGRESS OF OUR SUPPLIER ASSESSMENT PROGRAM

DESCRIPTION	DATA 2023
Total number of suppliers assessed via desk assessments/on-site assessments	132
% of significant suppliers assessed	100%
Number of suppliers assessed with substantial actual/potential negative impacts	12
% of suppliers with substantial actual/potential negative impacts with agreed corrective action/improvement plan	100%
Number of suppliers with substantial actual/potential negative impacts that were terminated	0

### COVERAGE AND PROGRESS OF SUPPLIERS WITH CORRECTIVE ACTION PLANS

DESCRIPTION	DATA 2023
Total number of suppliers supported in corrective action plan implementation	12
% of suppliers assessed with substantial actual/potential negative impacts supported in corrective action plan implementation	100%

### COVERAGE AND PROGRESS OF SUPPLIERS IN CAPACITY BUILDING PROGRAMS

DESCRIPTION	DATA 2023
Total number of suppliers in capacity building programs	128
% of significant suppliers in capacity building programs	97%



In 2023, the KPIs provided regarding Ecopetrol's supplier assessment and development results were audited by the international auditing firm EY.

# KPI SUPPLIER ASSESSMENT AND DEVELOPMENT



## AUDIT CARRIED OUT BY EY

**CLICK TO CONSULT THE INFORM:**  
Pages: 596-597 - 598 - 599 - 610



**EY**  
Building a better working world

Srs. Ecopetrol S.A.  
Bogotá, D.C.

AS-5863-24  
May 23, 2024

**Independent Limited Assurance Report**  
To the Management of Ecopetrol S.A.

**1. Scope**  
We have been engaged by Ecopetrol S.A. (hereinafter "the Company" or "Ecopetrol"), to perform a "limited assurance engagement", as defined by International Standards on Assurance Engagements, here after referred to as the engagement, to report on the identified sustainability information (the "Subject Matter") that is detailed in Annex 1 contained in the "Integrated Management Report 2023 of Ecopetrol S.A." for the period from January 1 to December 31, 2023 (the "Report").

**2. Criteria Applied by Ecopetrol S.A.**  
In preparing the Subject Matter as detailed in Annex 1, Ecopetrol applied the GRI Global Reporting Initiative Standard in accordance with the declared "in accordance" option and company-specific criteria that are listed in Annex 2 (Criteria). The company-specific criteria were designed to complement the report with respect to the material issues identified by Ecopetrol; as a result, information about the Subject Matter may not be suitable for another purpose.

**3. Company Responsibility by Ecopetrol S.A.**  
Ecopetrol's management is responsible for selecting the Criteria, and for presenting the Subject Matter in accordance with that Criteria, in all material respects. This responsibility includes establishing and maintaining internal controls, maintaining adequate records, and making estimates that are relevant to the preparation of the subject matter, such that it is free from material misstatement, whether due to fraud or error.

**4. EY's Responsibilities**  
Our responsibility is to express a conclusion on the presentation of the Subject Matter based on the evidence we have obtained.

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Srs. Ecopetrol S.A.

Page 2  
May 23, 2024

We conducted our engagement in accordance with the International Standard for Assurance Engagements Other Than Audits or Reviews of Historical Financial Information (ISAE 3000 (Revised)), and the terms of reference for this engagement as agreed with Ecopetrol on December 18<sup>th</sup>, 2023. Those standards require that we plan and perform our engagement to express a conclusion on whether we are aware of any material modifications that need to be made to the Subject Matter in order for it to be in accordance with the Criteria, and to issue a report. The nature, timing, and extent of the procedures selected depend on our judgment, including an assessment of the risk of material misstatement, whether due to fraud or error.

We believe that the evidence obtained is sufficient and appropriate to provide a basis for our limited assurance conclusions.

**5. Our Independence and Quality Management**  
We have maintained our independence and confirm that we have met the requirements of the Code of Ethics for Professional Accountants issued by the International Ethics Standards Board for Accountants, and have the required competencies and experience to conduct this assurance engagement.

EY also applies International Standard on Quality Management 1, Quality Management for Firms that Perform Audits or Reviews of Financial Statements, or Other Assurance or Related Services engagements, which requires that we design, implement, and operate a system of quality management including policies or procedures regarding compliance with ethical requirements, professional standards and applicable legal and regulatory requirements.

**6. Description of Procedures Performed**  
Procedures performed in a limited assurance engagement vary in nature and timing from, and are less in extent than for a reasonable assurance engagement. Consequently, the level of assurance obtained in a limited assurance engagement is substantially lower than the assurance that would have been obtained had a reasonable assurance engagement been performed. Our procedures were designed to obtain a limited level of assurance on which to base our conclusion and do not provide all the evidence that would be required to provide a reasonable level of assurance.

Although we considered the effectiveness of management's internal controls when determining the nature and extent of our procedures, our assurance engagement was not designed to provide assurance on internal controls. Our procedures did not include testing controls or performing procedures relating to checking aggregation or calculation of data within IT systems.

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Srs. Ecopetrol S.A.

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May 23, 2024

A limited assurance engagement consists of making enquiries, primarily of persons responsible for preparing the Subject matter detailed in Annex 1 and related information and applying analytical and other appropriate procedures.

Our procedures included:

- Conduct interviews with Company personnel to understand the business and the Report preparation process.
- Conduct interviews with those responsible for the Report to understand the process of gathering, consolidating and presenting the information on the Subject Matter.
- Verify that the calculation criteria have been correctly applied in accordance with the methodologies described in the criteria.
- Carry out analytical review procedures to support the data.
- Identify and verify assumptions supporting the calculations.
- Test, on a sample basis, source information to verify the accuracy of data.
- Reading the contents on the material topics (GRI 3-1, 3-2, 3-3 associated with the Subject Matter) to verify that they have been correctly applied in accordance with the Criteria.
- Comparing the contents presented in the Report with what is established in the Company's self-declared compliance in accordance with the compliance requirements of GRI Standard.

We also performed such other procedures as we considered necessary in the circumstances.

**Limitations of Our Assurance Engagement**  
Our assurance engagement was limited to the Subject Matter included in Annex 1 contained in the Report for the period between January 1 and December 31, 2023. It does not include information from previous years included in the Report, nor related to projections or goals future.

Nor did it attempt to determine whether the technological tools used to develop the Report are the most appropriate and/or efficient.

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May 23, 2024

**7. Conclusion**  
Based on our procedures and the evidence obtained, we are not aware of any material modifications that should be made to the information reported in the Integrated Management Report for the period from January 1 to December 31, 2023, detailed in Annex 1, in order for it to be in accordance with the Criteria detailed in Annex 2.

**8. Use of this Assurance Report**  
This report is intended solely for the information and use of Ecopetrol S.A. and is not intended to be and should not be used by anyone other than those specified parties.

Our responsibility, when carrying out verification activities, is solely with the Company's Management, therefore, we do not accept or assume any responsibility for any other purpose or towards any other person or organization.

**Other Information**  
The notification to the Global Reporting Initiative (GRI) about the publication of The Report, following the guidelines of the GRI 1 standard Foundation, in accordance requirement 9: Notify GRI (the organization must notify GRI of the use of the GRI standards and its declaration of use, by sending an email to [report@globalreporting.org](mailto:report@globalreporting.org) is responsibility of the Company and we have been informed that it will be done within 5 business days following the issuance of this conclusion.

**Conduct**  
EDWIN RENÉ VARGAS SALGADO  
Ernst & Young Audit S.A.S.

<b>EY</b> Building a better working world				
Relevant Subject (Material)	Criteria	Indicator / Content	Insured Value	
Industrial and process safety	SASB	EM-EP-540a.2 Description of the management systems used to identify and mitigate catastrophic and final risks	Qualitative indicator.  The drafting of this indicator is found on pages 320-321 of the Integrated Management Report	
Climate Change	OWN	2.2.3 DJSI Indirect Greenhouse Gas Emissions (Scope 3)	• Category 1: 6,422,421 TonsCO2e • Category 11: 145,419,271 TonsCO2e	
Industrial and process safety	OWN	ECP006 Frequency incident index N1 (FII N1)	IFSP N1: 0.02	
Industrial and process safety	OWN	ECP002 Lost time injury frequency rate (LTIFR)	• LTIFR Employees: 0.3 • LTIFR Contractors 0.17	
Occupational Health	OWN	ECP003 Total recordable injury frequency rate (TRIFR)	• TRIFR Employees:0.471 • TRIFR contractors: 0.224	
Chain of supply Responsible	OWN	1.7.6 DJSI for Supplier Assessment and Development	• Significant suppliers assessed through desk assessments: 132 • Significant suppliers assessed with actual or potential substantial negative impacts: 12 • Significant suppliers that have received support in the implementation of corrective action plans: 12 • Significant suppliers in capacity building programs: 128 • Percentage of significant suppliers evaluated: 100% • Percentage of suppliers with actual or potential substantial negative impacts with an agreed improvement plan or corrective action: 100% • Percentage of significant suppliers assessed with actual or potential substantial negative impacts, who have received support in the implementation of corrective action plans: 100% • Percentage of significant suppliers in capacity building programs: 97%	



# LOCAL EMPLOYMENT





# LOCAL EMPLOYMENT



## LOCAL EMPLOYMENT PRIORITIZATION

Concerning the prioritization of local employment, Ecopetrol acts in accordance with and beyond of the provisions of Colombian legislation, Decree 1668 of 2016, when pertaining to hydrocarbon exploration and production projects, which establishes the hiring of 100% unskilled workforce and at least 30% of skilled workforce.

This is why, the Supply Chain Process counts with an indicator which promotes the prioritization of local employment to generate value in the territories and during the selection methods the supplier must present at least a commitment to contract 100% of the local unskilled labor and more than 30% of skilled local labor.

The local employment indicator is one of the main metrics of Ecopetrol's supply chain management, therefore, it is monitored monthly and is part of the key performance indicators of the Function at Company level.

In 2023, Ecopetrol's suppliers reported the hiring of 44.932 worker with exclusive dedication to the activities contracted by the Company, of which 87% (39.085 workers) corresponded to local labor in the regions of operation.

NUMBER OF WORKERS DISTRIBUTED BY ORIGIN	2020	2021	2022	2023
Local*	28,579	35,948	38,841	39.085
Non-local**	5,385	5,495	6,098	5.847
Total	33,964	41,443	44,939	44.932
% Local employment	84%	87%	86%	87%

\*Local workforce: person who certifies their residence with the certificate issued by the municipal mayor's office.

\*\*Non-local workforce: worker whose residence is in other regions of the country. If the required labor force is not found in the municipality of the area where the projects are developed, it will be searched in the neighboring municipalities.



Consult the internal normative and the Colombian legislation about this aspect

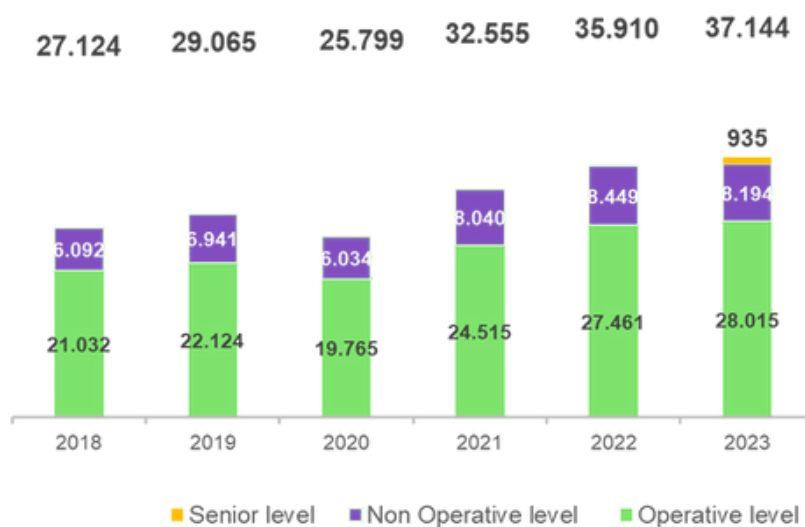
DOCUMENT	SUMMARY	PUBLIC LINK
Guide for labor aspects in activities contracted	Occupational aspects and conditions that must be taken into account in the planning, allocation, execution, balance and closing of a contract that requires the development of personnel by the contractor through the contractor and with exclusive dedication to the contract with Ecopetrol.	<a href="#">&gt; LEARN MORE</a>
Decree 1668 of 2016	Decree 1668 of 2016 set out as an express obligation, that when pertaining to hydrocarbon exploration and production projects, which establishes the hiring of 100% unskilled workforce and at least 30% of skilled workforce.	<a href="#">&gt; LEARN MORE</a>
Annex Commitment Recruitment of Local Skilled and Unskilled Labor	Format for the commitment to hiring local labor in the different selection methods.	<a href="#">&gt; LEARN MORE</a>

# LOCAL EMPLOYMENT



## LOCAL LABOR IN SENIOR MANAGEMENT POSITIONS

Ecopetrol identified the local labor senior level, defined by the leadership positions, it means, those jobs where the worker has personnel in charge, and must supervise, direct, coordinate, schedule, evaluate, control, assign work or activities of the workers under its supervision or coordination. These are the coordinators or supervisors with staff in charge. In 2023, there were 935 local jobs in leadership positions (senior level), as it 's shown below:



## LOCAL TRAINING ON COMMUNITIES

Aiming to reduce the dependence level of regions on the O&G industry, Ecopetrol offer training spaces to local communities for the improvement of transversal employability abilities. Some of the activities carried out, during 2023, are mentioned below:



### EMPLOYMENT FAIR

Event held by the National Association of Entrepreneurs (ANDI) with the support of Ecopetrol and some of its suppliers, as well as Colombian institutions such as the National Learning Service (SENA), and regional companies. The objectives of this space were:

- 📅 Train the community for professional life and strengthen the relationship with the communities.
- 📅 Raise awareness about the criticality of unemployment, highlighting it as an issue of territorial impact, in which Ecopetrol, its suppliers and companies from all industries are relevant actors.
- 📅 Promote local employment among Ecopetrol suppliers as a good hiring practice, with the support of the Public Employment System (SPE)
- 📅 Work in coordination with ANDI to make visible companies from different sectors such as tourism, security, food, energy, among others.
- 📅 Update and generate the record of resumes in public employment agencies.

# LOCAL EMPLOYMENT



## LOCAL SUPPORT SESSIONS FOR CV REGISTRATION AND UPDATING

The objective of these sessions is to publicize the employability route established by the Ministry of Labor and Social Security, so that people in the localities where Ecopetrol operates know how to register and update their resume/CV on the authorized national employment platform (Public Employment Service) and prevent the intermediation of unauthorized actors.

Additionally, Ecopetrol generates mechanisms for the correct management of communities' high importance aspects, such as labor and employment, hence, the Company has developed spaces for the treatment of concerns, expectations and needs about this critical topic, allowing the strengthening of the relationship between Ecopetrol, its suppliers and the community where it operates. Some of the most relevant are:



## PERMANENT, PREVENTIVE AND ACTIVE DIALOGUE (DPA)

Sessions between key actors of the territory to know and analyze the concerns and pains related to local employment, communities' labor expectations, queries resolution, and reception of complaints and disagreements about alleged non-compliance of labor aspects by Ecopetrol's suppliers, in order to find a timely management solutions for the communities welfare.



## “LAPÍZ Y PAPEL” WORKSHOPS

It is based on carrying out academic exercises with the objective of raising awareness among Ecopetrol's non-tier 1 suppliers about the importance of including in their economic offers the aspects corresponding to the labor obligations defined by Ecopetrol. Additionally, these resources are used for the promotion of local employment prioritization, so that contractors and suppliers commit to hiring a greater quantity of local labor to carry out their activities.

These workshops are aimed mainly to non-tier 1 suppliers, however, Ecopetrol tier 1 suppliers may participate to resolve concerns regarding labor obligations.



# SUPPLY CHAIN SUSTAINABILITY ASSESSMENT



# 2023