

## **SUBCONTRACTING POLICY**

From the Management of **TANCOMED, S.A.**, we try to ensure that all our contractors comply with these quality standards when carrying out a logistics operation.

All work must be carried out in accordance with the specific instructions sent to them, as well as the general instructions included in **TANCOMED, S.A.**'s quality, environment, health and safety systems.

The contractor shall agree to comply with all national and international requirements when carrying out work and his personnel shall be properly informed and trained in this respect:

- It must have all the transport permits required by the legislation in force.
- It should implement a policy on drug and alcohol use.
- Ensure strict confidentiality of the information arising from the transport order and instruct its vehicle drivers accordingly.
- It shall implement all appropriate measures, in order to ensure protection, to avoid any damage, theft of vehicles and their cargo.
- They must have all the relevant legal licences and permits, as well as the necessary professional training.
- They shall be subject to regular medical check-ups.
- You must provide all equipment necessary to carry out the transport, in accordance with all legal requirements and specific provisions detailed in writing in the transport application.
- It shall carry out all inspections required by the legal regulations in force and shall also carry out a preventive maintenance programme for all its vehicles.
- All equipment necessary for transport shall be in perfect condition.
- Personal protective equipment (PPE), safety items and other accessories shall be monitored on a regular basis.
- You must immediately report any inconvenience (whether quality, safety or environmental), such as: delays, breakdowns en route, damage to cargo, safety or environmental accidents, contamination of goods, loss of cargo, loss or misplacement of documentation, incorrect labelling, situations that could cause loss or damage or unsafe conditions at loading or unloading sites, among others.
- You must report any emergency situation related to the safety or quality of the goods. In the event of an emergency, you must contact the Head of Transport or the Office, 24 hours a day, 7 days a week.
- You are not authorised to hire third parties, thus subcontracting of services is forbidden.
- It undertakes to take out all insurance necessary to fulfil the obligations assumed in the contract. The coverage policy shall also include environmental damage.
- It must have an insurance policy for damage and/or loss of the goods transported and for which it is responsible, by virtue of the clauses of the transport contract or the legal regulations in force.
- It shall ensure that the container tank is sealed after loading is completed.
- The seal numbers used for sealing shall be entered on the documentation.

- It must provide all equipment necessary to carry out the transport, in accordance with all legal requirements and specific provisions detailed in writing in the transport application.
- It must establish a policy of continuous training of personnel by job, on Health and Safety, together with the principles of the BBS, through annual training plans.

**José María Castaño**

**Managing Director Tancomed S.A.**