



Social Value Awards

LEGAL TERMS AND CONDITIONS OF THE 2023 COMPETITION

ONE. PURPOSE OF THE AWARDS

Fundación Cepsa is holding the Social Value Awards, an initiative that aims to support and bolster social projects geared toward improving the quality of life of people in vulnerable social situations. Said projects are selected with viability, innovation, sustainability and scalability criteria.

The Social Value Awards are held in Spain in Campo de Gibraltar, the Autonomous Community of the Canary Islands, the Autonomous Community of Madrid and the province of Huelva; in Portugal and Colombia geographical areas in which the founder, Compañía Española de Petróleos, S.A., has relevant activity and has forged permanent links and relations with the community.

Each of the areas taking part is responsible for organizing the competition. The Legal Terms and Conditions are the same for all areas, except in those sections where the opposite is specified.

Any circumstances or incidents arising from the announcement of the Social Value Awards will be published on this [website](#). Our commitment to ethics and integrity is set out in [Fundación Cepsa's Code of Ethics and Conduct](#).

TWO. WHO CAN COMPETE FOR THE AWARDS

The Social Value Awards are open to private, non-profit organizations that pursue general interest objectives and are legally constituted and comply with the following requirements:

- Being a private, non-profit-making entity and being registered in the relevant Register.
- Their Bylaws must include carrying out of activities considered to be the object of this Award.
- Having previous experience **of at least two (2) years** in social projects.
- Being up to date with the payment of their tax and labor obligations.

- Having a registered office or delegation in the following areas: Campo de Gibraltar, the Autonomous Community of the Canary Islands, the Autonomous Community of Madrid and the province of Huelva, Portugal or Colombia.

The following are expressly excluded:

- Foundations and business associations, social welfare arms of banking entities and entities linked to the Public Administrations.
- Entities of which the Fundación Cepsa or any company associated with Cepsa or any Cepsa investee is a trustee or partner.
- Winning entities in the last two (2) editions that have not provided proof of project execution.

By submitting a project, participants implicitly accept the Legal Terms and Conditions of the Awards and the Panel of Judges' decision.

Candidacies that do not comply with these Legal Terms and Conditions, and are incomplete or false or misleading in any way, will be excluded from the competition.

THREE. PROJECT REQUIREMENTS

The projects must aim to improve the quality of life of people in situations of social vulnerability and must be viable, sustainable, innovative and scalable (scalable means those projects whose magnitude can be adjusted depending on the funds they receive).

Projects must be limited to one of these geographical areas: Campo de Gibraltar, the Autonomous Community of the Canary Islands, the Autonomous Community of Madrid and the province of Huelva, Portugal or Colombia, and will have to be carried out in the geographical area where they are presented.

- The project submitted may not exceed FIFTY THOUSAND EUROS (€50,000), and the amount requested from Fundación Cepsa may not exceed FIFTEEN THOUSAND EUROS (€15,000).
- The economic viability of the project must be justified through the participation of other financiers and/or the applying company's own funding, in the presentation of the project and the budget. In the event that the project can only be carried out if the applicant ENTITY obtains funding other than that of Fundación Cepsa, and in the event that it does not obtain such funding and cannot carry out the project, Fundación Cepsa will immediately reject the candidacy of that ENTITY and will move on to the next candidate project.
- The project must be implemented during **the year following** the competition. In the event that, for reasons of force majeure, the awarded entity is unable to carry out the project during the year following the call, the entity must request an extension from the Fundación Cepsa, explaining the reasons and providing supporting documentation, so that the Fundación Cepsa can decide whether or not to grant an extension in order to complete the awarded project. This

application must be requested before December 31, 2024. After that date, no requests for project extensions will be received.

- The projects must be presented by a “solidarity” sponsor, who will be an active professional in a Cepsa company at the date of presentation of the project. Each “solidarity” sponsor can only sponsor one project from any of the areas, per competition.
- If a “solidarity” sponsor leaves any of the Cepsa companies, Fundación Cepsa will assign a new “solidarity” sponsor to the entity to continue the application process.
- Likewise, if the entity does not have a solidarity sponsor, Fundación Cepsa will make every effort to find one to represent the entity.
- Each entity may submit only one project per geographical area.
- Projects that have already won awards in previous editions are excluded, although complementary initiatives may be submitted.

FOUR. HOW TO PRESENT THE PROJECTS

Projects must be submitted exclusively by filling out the online form on this website.

The following documents must be attached in PDF format:

1. **Project cover letter** signed by the Legal Representative of the entity, appending their **powers** (Certificate of Existence and Legal Representation not older than 30 days for Colombian entities), and copy of their **National ID Document**, along with a copy of the entity's **Tax Identification Number**. You will need to download the template provided in the form, complete it and upload it as a PDF.
2. **Copy of registration of the entity in the Public Registry**, Chamber of Commerce (maximum 30 days old for Colombian entities) or other competent body.
3. **Bylaws** of the entity in force, registered in the Public Registry, Chamber of Commerce or other competent body.
4. **Annual financial statements** of the entity for the last financial year, adapted to the General Accounting Plan of the country of its nationality, approved by the organization's Governing Body and, if available, an Audit Report drawn up by an External Auditor.
5. **Articles of incorporation** (for Foundations only).
6. **Certificate of Public Interest**, only for Associations who have one issued by the relevant Body of the corresponding Autonomous Community or by the State of its country.
7. Valid **certificate from the Spanish Tax Agency, or from the competent Public Tax Administration of the country of the applicant entity's nationality**, certifying that the entity is up to date with its tax obligations.

8. **Current Social Security certificate** confirming that the entity is up to date with its social security contribution obligations, or equivalent certification in each country.
9. **Record of the current composition of the governing/administrative body** of the participating entity.
10. **Entity integrity analysis questionnaire.** You will need to download the template provided in the form, complete it and upload it as a PDF.

Any entities with questions or that encounter difficulties when completing the form may contact the email quenecesitas@cepsa.com or the telephone numbers below:

- **Spain** (+34) 900 500 515 (opening hours Monday to Friday 8:00 am to 9:00 pm and Saturday 9:00 am to 3:00 pm local time)
- **Portugal** (+351) 800 50 60 88 (opening hours Monday to Friday 9:00 am to 7:00 pm and Saturday 9:00 am to 2:00 pm local time)
- **Colombia** (+57) 16502108 (opening hours Monday to Friday from 8:00 am to 1:00 pm)

FIVE. DEADLINE FOR SUBMISSION OF PROJECTS

Projects may be submitted from September 7, 2023 until 10:00 am (local time) on September 28, 2023.

The call for submissions will be closed on December 31, 2023.

SIX. SPECIAL EMPLOYEE AWARD

Professionals from Cepsa companies will be able to choose **three (3)** of the twelve (12) projects selected by the Panels of Judges of Spain, Portugal and Colombia to compete for the "Special Employee Award."

Voting, done on the Cepsa Intranet, may be carried out during the period established in each call, always before December 31 of the current year.

Each professional may only participate once in the vote. Fundación Cepsa reserves the right to exclude from the vote any participant(s) who, in its opinion, has participated in an improper and/or fraudulent manner.

SEVEN. EVALUATION CRITERIA FOR THE PROJECTS

According to these Legal Terms and Conditions, the different area juries will attach particular importance to projects that:

- Help support people in vulnerable social situations, focusing on the unemployed, people with addictions, the sick, ethnic groups, immigrants, children, young people and adolescents, the elderly, victims of gender violence, people with functional diversity, inmates, and others.
- Sustainable projects that promote the ecological transition among the groups described in the point above will be positively valued on a non-exclusionary basis taking into account aspects such as: promotion of renewable energy and energy efficiency, promotion of zero-emission mobility, adaptation to climate change, just transition measures, protection of biodiversity, dissemination, research and

innovation in the fight against climate change and ecological transition, the circular economy, etc.

- Can safeguard their technical, economic and management viability, and establish clear monitoring and evaluation mechanisms.
- Have a sufficiently detailed budget and clearly specify how the amount requested will be allocated.
- Will include a higher percentage of funds donated by the Fundación Cepsa in the project budget.
- Facilitate the participation of Cepsa employees as volunteers in the project.
- Benefit a large number of people.
- Have a component of innovation.

Special approval will be given to projects in which the entity:

- Is an entity accredited by Fundación Lealtad (only for entities domiciled in Spain).

EIGHT. PANEL OF JUDGES

The winning projects in each of the areas where the Awards are held will be chosen by a Panel of Judges that may differ in each individual area.

The Panels of Judges for the Social Value Awards will be made up of authorities, administrative specialists and/or well-known people providing services in the field of social action, as well as representatives of Fundación Cepsa and/or Cepsa.

Decisions made by Panels of Judges shall be final and confidential until the decision is made public.

Their deliberations, working documents and the outcome of the vote shall also be confidential.

The members of the Panels of Judges will not have conflicts of interest with the assessment criteria for the projects, nor with the participating entities.

No more than six (6) winning projects may be selected in each of the areas where the Awards are held.

The Panels of Judges reserve the right to declare the Awards null and void.

In addition to nominating the winners, the Panel of Judges of each of the areas in which the Awards are held will put forward **two (2) additional projects** as candidates for the "Special Employee Award." The twelve (12) projects nominated for this "Special Prize" will be different from the winning projects chosen by the Panel of Judges in each of the areas.

NINE. PRIZE MONEY

In each of the areas where the Awards are held in **Spain**, and also in **Portugal** and **Colombia** up to **SIXTY-FIVE THOUSAND EUROS (€65,000)** will be earmarked to help fund and develop the winning projects.

The **"Special Employee Prize"** will be awarded in an amount of up to **FORTY-FIVE THOUSAND EUROS (€45,000)** which will be divided up between a maximum of **five (5)** winning projects.

If the amount earmarked for the projects of the ordinary awards does not reach the overall figure for each of the areas (€65,000), the remainder will be used to increase the amount of the Special Employee Prize.

The donation by Fundación Cepsa will be paid to each of the projects in the following way:

- Eighty percent (80%) of the Award after the Concession Agreement is signed.
- The remaining twenty percent (20%) of the Award will only be delivered once the entity has submitted to Fundación Cepsa a final report on the project and the justification of the expenses incurred for its execution before 12/15/2024 and said expenses have been approved by Fundación Cepsa.

For the winning entities in Portugal and Colombia, the tax legislation applicable in accordance with their national law will be applied in order to make the Awards to the winning entities by the Fundación Cepsa effective.

TEN. AWARDS CEREMONY, PERSONAL DATA PROTECTION AND ASSIGNMENT OF IMAGE RIGHTS

10.1. AWARDING OF PRIZES

The prizes will be awarded during an institutional event organized by Fundación Cepsa in the different geographical areas, where the winning entities will receive a trophy symbolizing the Social Value Award.

10.2. PERSONAL DATA PROTECTION

Pursuant to the provisions of the applicable regulations on the protection of personal data, we hereby inform you that the personal data of the representatives and/or contact persons of the entities participating in the Social Value Awards provided for the purpose of participating in these awards will be processed by Fundación Cepsa, in accordance with the following:

DATA PROCESSING CONTROLLER: Fundación Cepsa, with Co. Tax ID No. G-87612933 and registered address at Paseo de la Castellana, 259 A, CP 28046 Madrid (Spain). Contact details of the Data Protection Officer: dpo@cepsa.com

PURPOSE OF THE TREATMENT AND BASES OF LEGITIMACY: The personal data provided within the framework of the Social Value Awards shall be included in the processing files held by Fundación Cepsa for the following purposes and bases of legitimacy:

- **Purpose 1. Managing participation in the Social Value Awards.**

- **Data treated for this purpose:** identification and contact data, such as first name and last name, the data subject's entity, telephone number and email address.
 - **Description of the purpose:** participation may include activities such as: (i) managing registration and participation in the Awards; (ii) processing delivery of the awards to the winning participating entities; (iii) communicating by telephone, email or any other means of communication regarding participation in the Awards and in particular to inform you if the your entity is a winner.
 - **Bases of legitimacy:** The legitimacy of the treatment is covered under the development and execution of the relationship with the participant on the occasion of this call.
- **Purpose 2. Attention to incidents**
 - **Data treated for this purpose:** identification and contact data, such as first name and last name, the data subject's entity, telephone number and email address.
 - **Description of the purpose:** Handling any incidents that may arise in relation to participation in the Awards, being able to contact the data subjects in the event that fraud or identity theft is detected or there are well-founded suspicions of possible fraud or identity theft.
 - **Bases of legitimacy:** is the legitimate interest of the data controller, consisting in ensuring proper and lawful performance of the organized activity. Data subjects may obtain further information about the assessment of the aforementioned legitimate interest by contacting dpo@cepsa.com and, where appropriate, object to data processing by contacting derechos.arco@cepsa.com.
- **Purpose 3. Image processing for corporate diffusion**
 - **Data processed for this purpose:** image of the person concerned.
 - **Description of the purpose:** the data subject's personal data will be processed to capture and preserve their image and carry out communication actions in order to spread the word about the Awards in any corporate media, as well as on the platforms, channels and social networks in which Fundación Cepsa has an official page or profile.
 - **Bases of legitimacy:** prior consent of the interested party. The aforementioned consent will be obtained expressly by means of a document separate from these terms and conditions, in which additional information about the specific processing will be provided.
- **Purpose 4. Fulfillment of obligations**
 - **Data treated for this purpose:** identification and contact data, such as first name and last name, the data subject's entity, telephone number and email address.

- **Description of the purpose:** Fulfilling Fundación Cepsa's legal obligations.
- **Bases of legitimacy:** compliance with a legal obligation.

Due to the system implemented for the Awards, the legal representatives and/or contact persons of the participating entities will fill in their personal and contact information on the application to participate in the Awards and by submitting the required documentation in accordance with these Terms and Conditions.

Participation in the Awards is voluntary, and if participating, the legal representatives and/or contact persons in this program are notified that their personal data will be carried out in the terms set out in these Terms and Conditions. Accordingly, for the proper development of the Awards, the personal data must be accurate, complete and up to date, a condition which participants undertake to fulfill by accepting these Terms and Conditions. If the personal data provided is inaccurate, false, incomplete or not up to date in such a way that identification of the data subject is impossible by reasonable means, Fundación Cepsa reserves the right to disqualify them from the Awards, remaining free of any liability in this respect.

PERSONAL DATA OF THIRD PARTIES: If the personal data furnished pertains to a third party, the data subject warrants that he/she has informed such third party of this Privacy Policy and has received permission to furnish the data to Fundación Cepsa for the above-mentioned purposes. The data subject also warrants that the data furnished are accurate and up to date, and such party is liable for any direct or indirect loss or damage that could arise as a result of a breach of this obligation.

PERSONAL DATA RETENTION TIME LIMIT: The personal data provided will be kept for the duration of the Awards pursuant to the Terms and Conditions, and subsequently, they will be kept duly blocked for the statute of limitations for any actions that may arise. After the blocking period has passed, they will be deleted in their entirety. In any case, if at the end of the storage period there are still disputes pending, the data may be stored for the duration of the proceedings and exclusively for evidentiary purposes, until a final decision is reached, at which time they will be blocked and subsequently deleted.

Image data whose processing is allowed for corporate dissemination purposes on social networks and Foundation channels will be processed for the maximum period allowed by law.

TRANSFERS AND RECIPIENTS OF PERSONAL DATA: All of the data transfers indicated below are necessary for fulfillment of the aforementioned purposes, or are made in compliance with legal obligations. Personal data can be transferred to

- a) If necessary, Cepsa Group companies, which can be consulted at www.cepsa.com, for administrative purposes, based on the legitimate interest of the person responsible for optimizing and streamlining corporate resources, contributing to better management of the processes and resources mentioned above.
- b) If and when applicable, to the Tax Office in order to make the corresponding tax withholding.

- c) To Judges, Courts or any other third party to whom Fundación Cepsa is obliged to communicate the information in the event of a challenge by the data subject or a claim of any kind.

DATA SUBJECTS' RIGHTS: Data subjects may exercise before Fundación Cepsa, where applicable, their rights to access, rectification, erasure, restrict processing, object, portability and object to automated decision making and profiling. They may also revoke any consent given for any specific purpose via email: derechos.arco@cepsa.com, or by mail to the following address: (Ref.: Fundación Cepsa), Paseo de la Castellana, 259 A, 28046-Madrid (Spain).

Data subjects are hereby informed that they may address any type of complaint they may have regarding the protection of personal data to the Spanish Data Protection Agency, www.agpd.es, the Spanish Government's Supervisory Authority, or any other competent supervisory authority.

10.3. GRANTING OF IMAGE RIGHTS The winning entities, their representatives and the sponsors of the winning projects assign to Fundación Cepsa and Compañía Española de Petroleos, S.A., the rights of use of logos, image rights to photographs, videos and artwork and consent to their use exclusively for the advertising and promotion of the Social Value Awards in any of the competitions to promote the social action of the Fundación Cepsa, all in accordance with the provisions of Spanish legislation and to the greatest extent permitted by law for use in communication actions.

ELEVEN.- CONFIDENTIALITY

The information generated in each Social Value Awards competition will be subject to the following confidentiality terms:

- The names of the participating entities and the content of the projects shall be confidential.
- Only the names and details of the entities that have been awarded prizes and those shortlisted by the Panels of Judges for the "Special Employee Award", the name and content of the projects they have submitted, will be made public. The names of the sponsors of the winning projects will also be made public.