

<DOCUMENT NAME>		
ROAD SAFETY POLICY		
<DOCUMENTO CODE> IN-CAD33	<LAST REVISION DATE> 24/07/2023	<REVIEW STATUS> 10

For the development of this policy, the senior management of Insurcol SAS provides the resources for the planning, implementation, monitoring and continuous improvement of the organization's Strategic Road Safety Plan, in favor of taking actions focused on the prevention of road accidents. that involve damage to people, damage to equipment, damage to third parties or the environment during work trips and itinere trips of personnel for the development of the company's corporate purpose according to the mission and size of the organization.

- ✓ Establish compliance with the objectives of the Strategic Road Safety Plan through the execution of the activities scheduled in **IN-AZM29-F07 ANNUAL SG SST WORK PLAN**
- ✓ Implementation of awareness and sensitization strategies to minimize risks derived from drivers' behavior through the development of defensive driving training for all personnel who operate vehicles and the others programmed in IN-CAD07-F03 ANNUAL TRAINING PLAN.
- ✓ Compliance with national and local laws and regulations issued by the Ministry of Transportation and other control entities
- ✓ The development of inspection and timely maintenance programs for the vehicle fleet, whether owned or contracted.
- ✓ Identification of Critical Risks during the planning of work trips.
- ✓ Guarantee the competence of collaborators who have a role within the PESV through the strengthening of skills, verification of Education, training and experience.

Likewise, guidelines and prohibitions are established for personnel who operate vehicles for the development of the economic activity of Insurcol SAS.

GUIDELINES

- ✓ Compliance with **IN-AZM32-F04 Role Manual**, Vehicle Driver Role.
- ✓ Respect and courtesy for other road actors
- ✓ Respect and compliance with traffic signs
- ✓ Every operator must have the documentation required by the traffic authorities, as well as that of the vehicle.
- ✓ Respect for the speed limits established on signage and by traffic authorities, including client facilities, national roads, rural and urban areas.
- ✓ The use of seat belts must be carried out by drivers and passengers, whenever a vehicle is operated, regardless of the distance or time the journey lasts, in addition to obeying good behavior before, during and after the journey as established in the strategic road safety plan and In case of emergency, act as established by the road emergency response protocol.
- ✓ Before starting a trip, the operator will study the route and verify the condition of the vehicle, using **IN-AZD01-F108 PREOPERATIONAL VEHICLE INSPECTION**
- ✓ Every driver must be rested and have optimal physical conditions before traveling or executing any journey and stop driving in a safe place if there is any sign of fatigue.
- ✓ The vehicle operator must take breaks in the places recommended according to the route in order to reduce the public risk due to robberies, robberies, kidnappings or others.

PROHIBITIONS

- ✓ The use of electronic elements, such as cell phones, tables, screens, books, magazines, consumption of food or distractions while driving, is not permitted; however, an exception is established; The worker may use technological navigation tools as guides to assist movement and may only be manipulated when the vehicle is stopped.
- ✓ It is not permitted to operate vehicles under the influence of hallucinogenic substances, alcohol, drugs or medications or that alter their behavior.
- ✓ It is not allowed to transport people other than Insurcol workers and if this is the case there must be an authorization or assignment.

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The company will provide the resources that are necessary to continuously improve, stimulate the good performance of its collaborators, as well as will have disciplinary measures for disobedience of this policy as established in the internal work regulations.

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