



### CRISIS MANAGEMENT AND BUSINESS CONTINUITY PLAN

### 1. SUSPENSION OF ACTIVITIES STAGE

Prior to the State of Emergency called by the National Government through Decree 417 of 2020, Construcciones El Cóndor launched its Crisis Management Plan immediately responding to the impacts and emerging risks caused by the sudden and unforeseen changes derived from the Covid-19 virus. In addition, the Company abided to the mandatory preventive isolation and social isolation measures enforced by the National Government.

The Plan began by analyzing and assessing the emerging risks and changes of the organization's strategic and operating risks, which led to design and implement strategies led by the Company's Crisis Committee. The following aspects are deemed paramount for this stage:

### 1.1. Employee Protection

This involves measured aimed to take care of our employees and their families to avoid the virus spread.

- Implementation of teleworking among those positions which can perform their duties online
- Collective vacations for the entire administrative personnel from April 1 to April 15, including all of the positions that could not continue their duties from home.
- Collective vacations for the entire projects personnel since the suspension of said projects, initially making use of the compensation days-off.
- Suspension of all trips international and domestic since March 16, 2020.
- Timely disclosure of all measures and corporate assistance with detailed information of the situation and of interest for our employees' peace of mind and wellbeing.

## 1.2. Financial Situation: Response and Recovery Settings

This involves measures taken to ensure the Company's financial sustainability as well as the economic resources necessary for a proper operation, and to continue meeting every financial obligation.

 Update of monthly follow-up and projection tools, fed by hypothetical scenarios developed by the Company.



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- Activities to ensure the constant flow of payments of works executed for each project using resources from long-term loan disbursements, within the normal development of the loan agreements of different concessions.
- Discussions with banks to keep the loan quotas or amounts available and to continue making renovations of maturities in compliance with the authorizations granted by the Government.
- Close ties with the Rating firm, Financial Superintendence and Colombian Stock Exchange to maintain the amounts pre-approved for the Issuance Program.
- Timely payment to suppliers to ensure an active and stable supply chain, and to meet our commitments.
- Increased number of days of cash flow operations.
- Management of social loans for payrolls, using the benefits granted by the Government through the financial sector.

### 1.3 Legal Aspects: Contractual Compliance

- Provide clear and timely information to our clients, funders and partners in concession agreements regarding the suspension of works due to force majeur and aligned with orders of the National Government, all under the legal and contractual frameworks set forth.
- On-going follow-up of the regulations issued during the state of emergency by the government, via legal comments and guilds – to procure that the measures are feasible to be implemented.
- Legal commitment continuity: The Company held its Annual Shareholders Meeting on-line this past March 31st. On that date, we registered on-line the appointments of the new members of the Board of Directors while the registration of the external auditor is underway along with the formalization of the by-laws amendment. In addition, we implemented and launched the introductory plan for the new Board members and held the Audit Committee and Board of Directors meetings on-line in the month of April.

# 1.4. Operations: Suspension of projects, protection of facilities and assurance of technological infrastructure

- Total demobilization of work fronts of all projects to ensure the personnel's return to their home, proper disposition of machinery, and safety measures and placement of signs in construction works (5,500 persons and 1,200 equipment).
- Increased security of all of our facilities at work fronts aimed to safeguard the Company's physical assets and their availability when the activities resume.





- Ongoing monitoring of the technological infrastructure to back the continuity of processes carried out by our employees from their homes, to ensure the continuity of technological services and information security.
- Information disclosed to all of our contractors and suppliers related to contract suspension measures derived from the Economic, Social and Environmental State of Emergency.
- **1.5. Business Continuity**: Involves the execution of activities which may be maintained due to their nature: Designs, property management (documentary phase), project proposal and structuring, payment of employees and suppliers, documentary management, contractual management, management with funders, analysis of alternatives, guild and governmental management, follow-up and monitoring of health cases, preparation for future resuming.

In relation to the foregoing, the first and second level groups of the organization along with the backup personnel necessary continued the activities listed above in accordance with the contractual requirements.

### 2. ACTIVITY RESUMING STAGE:

Since infrastructure works are one of the activities excluded from lockdown in decree 531 of April 8, 2020, the Crisis Committee proceeded to launch different strategies simultaneously aimed to resume work in projects and to gradually normalize operations, adopting pertinent measures as soon as possible:

### 2.1. Employee Protection: Measures for an ordered, planned safe reincorporation of personnel

- Implementation of biosafety protocols to meet the guidelines set forth by the Ministry of Health
- Preparation of a survey for every employee to determine their health condition (preexisting health conditions and current symptoms), traceability during the lockdown and location.
- Activation of project administrative and support personnel to begin the adaptation, implementation of biosafety measures, communication with authorities and communities, and other activities necessary to resume work in accordance with the requirements established.
- Activation of corporate personnel to resume teleworking as of April 16.





# 2.2. Activities with local authorities, communities and contractual entities: Tasks aimed to obtain pertinent authorizations to resume activities

- Preparation and presentation of partial and gradual work plans for the reopening, identifying the resources to the used.
- Disclosure of the reopening to local authorities and communities.
- Engagement with clients, suppliers and subcontractors in the preliminary activities necessary to resume tasks.
- Present contractual communications before Concessionaries and EPC contract executors, to formalize the shift of projects from total suspension of activities to gradual and partial activities.

### 2.3. Operations: Commencement of resource mobilization to activate different work fronts

- Gradual reincorporation of personnel needed to carry out the preliminary activities to resume activities.
- Equip with good required for the reopening, including those regularly used and to implement biosafety protocols.
- Implementation of the mobilization and resuming tasks plan.
- Ensure the application of biosafety protocols and resuming plans to avoid difficulties with the authorities, and to protect the personnel and the community.