

# *Gifts and Hospitality Policy*



# Index

Reasoning behind it.....	3
Goal and Scope .....	4
Definitions.....	5
Concept, requirements, and limitations .....	7
Communication of irregularities, and non-compliance and queries .....	9
Sanctioning regime.....	10
Approval, revision, diffusion and awareness.....	11

## Reasoning behind it

Cellnex Group (from here on, **Cellnex**) has kept a business commitment, throughout its history, with the various actors that interact with the group based on the ethical principles that guide Cellnex's functioning and that are a part of its corporate structure.

Cellnex condemns any corrupt practices contrary to the ethical principles and values and/or that might contradict the applicable legislation.

Cellnex considers essential to have a useful control mechanism at one's disposal with the intent of avoiding, as much as possible, any gift, hospitality, donation, or any other similar benefit that might be reasonably perceived by a Third Party as a bribe.

Regarding the latter, with the present Gifts and Hospitality Policy, we develop the section of the Code of Ethics named "*Gifts and Hospitalities*".



# Goal and Scope

## Goal

Cellnex looks after building business relationships based on honesty and transparency, rejecting any conduct that might be destined towards gaining preferential treatment in the public as well as in the private sector.

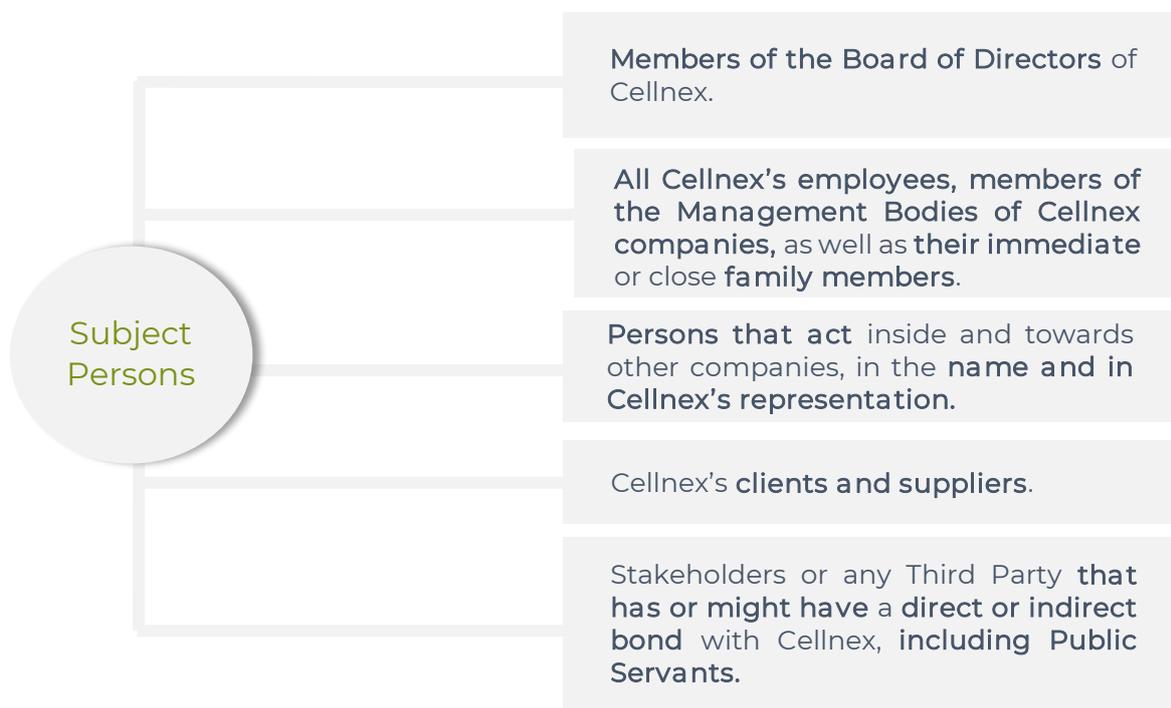
For this reason, the goal of the in-force Gifts and Hospitality Policy is to avoid and prevent the offer, the provision or the acceptance of gifts, hospitalities, and similar benefits, whenever they are or might be perceived as an act of bribery or corruption.



The present policy establishes a basic and compliance frame in anti-bribery according to what is established in the international regulation UNE-ISO 37001 about anti-bribery management systems.

## Scope

The in-force Gifts and Hospitality Policy is immediately applicable to the following Subject Persons:



Likewise, all the companies within Cellnex are obliged to the contents of the in-force policy, regardless of their geographical location. In that regard, it is compulsory to meet the legal and regulatory settings specific to each of the companies that make up Cellnex.

# Definitions

**Bribe:** The offer or receipt of any gift, loan, fee, reward, or other advantages for or of any person, as a way of inducing dishonest or illegal misconduct in a specific situation, like, for example, the management of a business.

**CEC:** Cellnex's Committee of Ethics and Compliance.

**Cellnex:** A business group formed by Cellnex Telecom and the companies which Cellnex Telecom owns or may have the control of, directly or indirectly, understanding by control:

- ✓ to hold the majority of voting rights,
- ✓ the faculty to name or dismiss the majority of the members of the management body, and/or,
- ✓ the faculty to dispose, considering the pre-signed contracts with third parties of the majority of voting rights.

**Cellnex Telecom:** Cellnex Telecom, S.A.

**Code of Ethics:** Basic Cellnex's rule that sets general conduct guidelines which are mandatory for all Subject Persons to it. None of Cellnex's internal set of rules can go against the Code of Ethics.

**Confidential/Sensitive Information:** Information that is written, verbal or recorded or disclosed by any other means that contains, among others, technical, financial and/or commercial data (such as clients or Partners' names, commercial operations, proposals, market forecasts, work documents, compilations, comparisons, studies or other documents, etc.) whose disclosure may harm Cellnex whatsoever, either directly or indirectly.

**Conflict of Interest:** Any situation where the unbiased and objective exercising of the Subject Persons' functions in Cellnex is compromised by

family or affectionate reasons, political or national affinity, economic interest or any other direct or indirect personal interest.

**Corruption:** Abuse of power committed for one's benefit. It can signify not only financial benefits but also other types of advantages. This definition applies both to the public and private sectors.

International Transparency establishes three big categories of corruption according to the amount of funding involved and the sector where it is carried out: (i) large-scale corruption, (ii) petty corruption, and (iii) political corruption.

**Corruption Prevention Procedure:** Procedure whose main goal is to set the principles that must be followed to fight against corruption, which must be set as a guide to all directors, employees, and governance bodies in Cellnex, as well in as any third party, setting the appropriate standards to detect, investigate and solve any corruptive practice.

**Facilitation Payments:** Relatively petty payments carried out towards a person belonging to the public sector or to a person with a certifying function with the goal of ensuring or facilitating a necessary procedure or action, such as the issuance of entry or exit visas, police protection, phone services, energy or water, or custom facilitation, among others.

**Gifts, Hospitalities, and other Similar Benefits:** The following will be considered as gifts, hospitalities, donations, and similar benefits:

- ✓ gifts, entertainment, and hospitality,
- ✓ political or charity donations,
- ✓ travels of the client's representative or public officials,

- ✓ promotional expenses,
- ✓ sponsorships and benefits for the community,
- ✓ awareness,
- ✓ memberships to clubs,
- ✓ personal favors, and/or
- ✓ Confidential, Sensitive and Privileged Information.

**Inside Information:** Nonpublic information of specific nature that refers, directly or indirectly, to securities or financial instruments or to the issuer of said assets, including financial operations that are being studied or negotiated by Cellnex, and that, if they were to become public, they would be likely to influence to an appreciable extent Cellnex's securities or financial instruments' stock price or of any derivative financial instrument related thereto.

It will be considered that information is likely to influence the market stock price to an appreciable extent when such information could serve as one of the elements that a reasonable investor would use to make an investment decision.

**Internal Regulation:** Procedures, processes, guides, regulations and/or instructions internally generated by Cellnex that develop the behavioral standards defined in the Code of Ethics..

**Legislation:** Set of rules dictated by any public authority.

**Policy for the Whistleblowing Channel:** Procedure, scope, and application of the received communications through the Whistleblowing Channel, by any of the Subject Persons to the Code of Ethics or any third party that uses it, related to any infringement of the in-force Legislation and/or any Internal Regulation.

**Public Servants:** The following will be considered public servants:

- ✓ public position holders on a national, state/province, or municipal scale, including members of legislative

- organs, holders of executive positions, and the ones belonging to the judicial power,
- ✓ political parties' responsible,
- ✓ public position candidates,
- ✓ government employees, including employees within ministries, governmental agencies, administrative tribunals, and public assemblies and,
- ✓ public servants of international public organizations.

**Query:** The arising of any doubt or question that is related to the behavior of those Subject Persons in the matter of compliance with the Code of Ethics, its internal development, and with any applicable external rule.

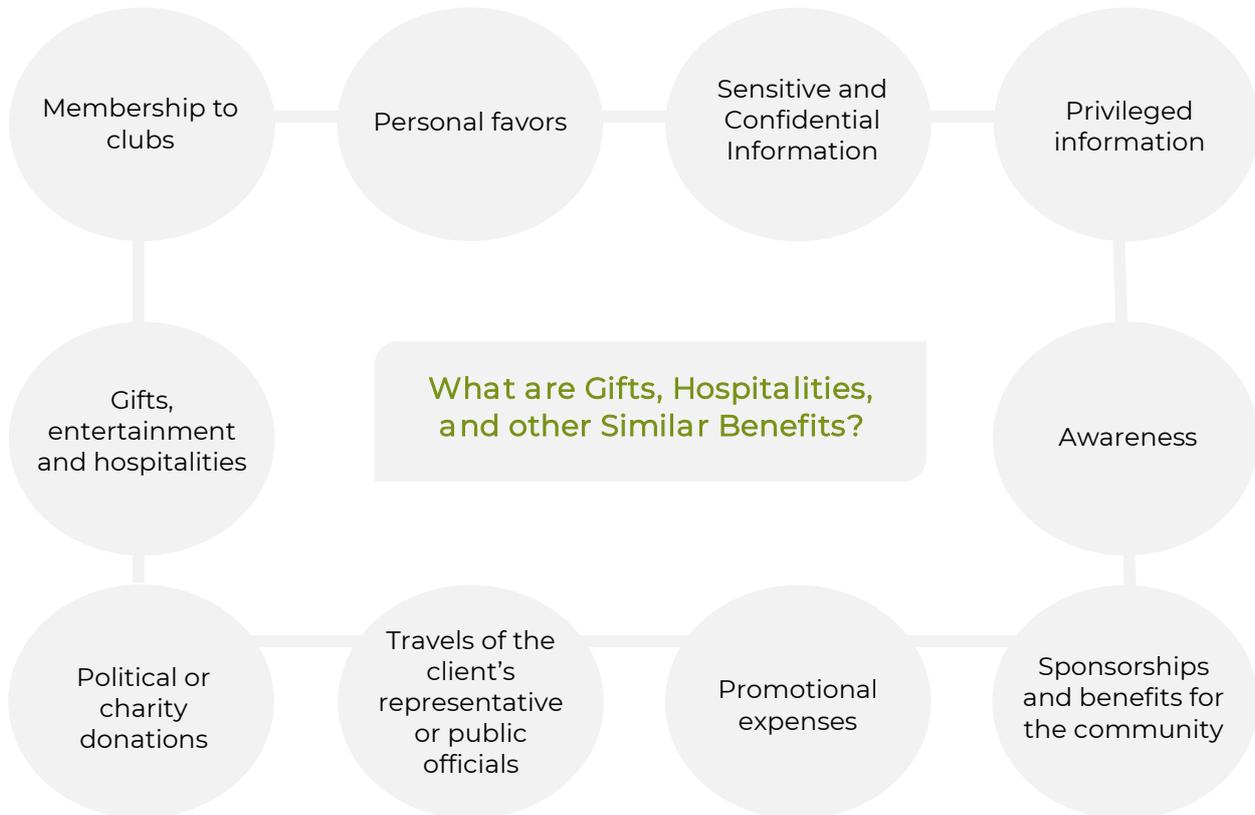
**Socially Acceptable Practices:** They are considered as such those that, if made public, will not have any repercussions or negative impact on Cellnex's image or reputation.

**Stakeholders:** Cellnex's stakeholders are, among others: (i) suppliers, (ii) clients, (iii) Shareholders, (iv) investors, (v) public regulatory administrations, (vi) sectorial associations and international organizations, (vii) the media, (viii) Partners in shared projects, (ix) site providers, (x) communities in which Cellnex's activity is developed, and (xi) any other physical or legal person who is related in any way to Cellnex.

**Subject Persons:** (i) members of Cellnex's Board of Directors, (ii) all Cellnex's employees, members of the Management Bodies of Cellnex companies, as well as their immediate and close family members, (iii) persons that act inside and towards other entities in the name and representation of Cellnex, (iv) Cellnex's clients and suppliers and, (v) Stakeholders or any Third Party that has or might have a direct or indirect link with Cellnex, including, Public Servants.

**Third Parties:** Natural person or legal entity that are independent from Cellnex.

# Concept, requirements, and limitations



## General prohibition

In general, offering, receiving, pledging, paying, giving, or authorizing the delivery of any valuable object is forbidden, whether that be directly or indirectly, to any public official or any public employee or natural person or legal entity (public or private) to influence, directly or indirectly, the behavior of the recipient of the valuable object.

Likewise, offering and receiving any type of bribery, commission, pledge, or advantage is strictly forbidden.

Any gift and/or hospitality received or gifted by any Subject Person will have to be motivated by the gratitude and/or the existence of a personal relationship and its acceptance will only be authorized if all the following requirements are met.

**What is forbidden?**  
Offering, accepting, pledging, paying, giving, or authorizing gifts and hospitalities.

**For whom?**  
Public officials, employees, natural person or legal entity (public or private).

**With what purpose?**  
To influence directly or indirectly in a decision or to condition the conduct of who receives said gift, present, hospitality or similar benefit.

**Are there exceptions?**  
Yes, the established limitations and requirements may be checked on a case-by-case basis if required.

Requirements and limitations to accept Gifts, Hospitalities and other Similar Benefits:

1	They must comply with the applicable in-force legislation within the corresponding country.
2	They must not contradict, in any way, Cellnex's Code of Ethics, the Corruption Prevention Procedure or its development rules.
3	They must not exceed the commercial or usual gift practices.
4	Their purpose must not be to influence Third Parties, to keep or gain any benefit or improper business nor to gain or exchange any special treatment (other than the normal business circumstances).
5	They must not induce the giver or recipient of it not to perform their professional activity in an independent and objective way.
6	They must not lead to situations of Conflict of Interest.
7	They must not be worth over 100 euros (or an equivalent quantity in the local currency).
8	They must not consist of cash money, gift cards and/or any other means of payment that allows money transfer, independently of its modality and duration.
9	They must not offer the authorities or public officials, except when their value is petty or testimonial, reasonable, proportional, and socially acceptable with the local practice.
10	The identification of the offeror and the intended recipient of the gift, present or hospitality must be on the record and, in no case, must the home residence of the recipient of the gift or of any person linked to them be on the record.
11	They must be offered openly and in a transparent manner, letting it be known.



### **When should I be suspicious?**

A question checklist which we should ask ourselves in case of doubt regarding whether a gift, hospitality or similar benefit can be accepted is the following:

*Does it exceed 100 euros?*

*Is it cash, gift cards or any support that facilitates the transfer of money?*

*Can I openly and transparently show it to others?*

*Is it against the internal or external applicable regulation?*

*Would I be in trouble if this was published by the press?*

*Does it influence my sales relationships with my clients, suppliers, partners or Third Parties?*

*Does it affect my professional activity in a subjective way?*

*Does the acceptance of the gift generate preferential treatment?*

## Communication of irregularities, and non-compliance and queries

### Communication of irregularities

Any Subject Person who is knowledgeable or is suspicious by various reasons of a violation of the in-force Gifts and Hospitality Policy will have to bring it forward to its hierarchical superior and/or inform of it employing the following channels:

#### Available channels



App and web-based form through a URL link in the Corporate Intranet and Cellnex website



E-mail address: [es\\_cellnex.whistleBchannel@pwc.com](mailto:es_cellnex.whistleBchannel@pwc.com)



Post mail address of the Channel's manager: Torre PwC. Paseo de la Castellana, 259 B - 28046 Madrid (Spain)



Call the following telephone number: +34 915 685 340

Likewise, the Committee of Ethics and Compliance (CEC) will be able by its initiative, to initiate any investigation for those situations that displays any signs of violation of the current policy.

Cellnex commits to avoid taking any sort of direct or indirect measures against the people who communicated, through the Whistleblowing Channel, the commission of any irregular conduct or an act against legality, unless they acted in bad faith.

### Queries

In case there were doubts about the adequateness, or rather the lack of it, of the content of the present Gifts and Hospitality Policy, it would be necessary to make a query to the CEC, who will oversee advising people regarding the criteria or guidelines to be followed.

## Sanctioning regime

The present Gifts and Hospitality Policy has the consideration of an obligatory compliance rule, for which its violation will imply an infraction of it.

The non-compliance of the dispositions within it, as well as the rest of Cellnex's Internal Regulations, can entail the application of disciplinary measures according to the Cellnex's Disciplinary System and the labor law that applies to each of the countries that make up Cellnex, without affecting other responsibilities the offender might have incurred.

It will be the responsibility of Cellnex's CEC to look after the compliance of the in-force Gifts and Hospitality Policy.

# Approval, revision, diffusion and awareness

## Approval



The present Gifts and Hospitality Policy has been approved by Cellnex's Board of Directors in their meeting, which took place on the 26 of January 2023, being in force from then on.

## Revision



Cellnex's Committee of Ethics and Compliance will periodically revise the content of the present Gifts and Hospitality Policy, ensuring that it includes the recommendations and international best practices in force at any given time, and will propose modifications and updates that contribute to its development and continual upgrade.

## Diffusion



Likewise, it shall be the duty of the Cellnex Committee of Ethics and Compliance to promote the knowledge and application of the current Gifts and Hospitality Policy among all Subject Persons defined in the "*Purpose and Scope*", who must be aware of its content.

## Awareness



Cellnex will promote the corresponding awareness to all members of the organization for their knowledge of the ethical principles, as well as the duties and rules of conduct derived from the Gifts and Hospitality Policy.