Directive Corporate Philanthropy





1. Objetive

At Axtel we understand that corporate philanthropy is an important element of corporate social responsibility that helps sustain civil society, providing private resources for public and social causes, therefore, the objective of this Directive is to establish the guidelines for the management of corporate philanthropy to contribute to social development.

2. Application

Applies to all personnel of Axtel, S.A.B. de C.V. and its subsidiaries, at all hierarchical levels regardless of the type of contract.

3. Guidelines

As part of our commitment to corporate social responsibility, we establish that our primary scope for support is the community represented by the families of our collaborators, followed by the communities or institutions that are defined by the Human Capital Department, in the sectors of need in health, education and environment.

Axtel will communicate to all personnel through its institutional means the permanent and/or temporary programs of economic or in-kind contribution to benefit causes, institutions or communities defined by the Human Capital Department.

It is the responsibility of the Human Capital Department to look for opportunities where Axtel and/or the staff can support causes in need, within the previously established scopes.

It is the responsibility of the personnel to participate voluntarily under our corporate values and behavior stipulated in our Code of Ethics.

- a) Permanent philanthropic programs
 - I. Economic contributions via payroll: the institutions designated for discount via payroll of the collaborator are *Nuevo Amanecer*, the Mexican Red Cross, and *Ciudad de los Niños*. The collaborator must voluntarily make a request to Human Resources for the amount and periodicity that he/she wishes to



donate, either to one or more institutions. If the employee leaves the company, this discount will be suspended.

- II. Christmas Campaign: at the end of each year, the Human Capital Department together with voluntary collaborators interested in participating in this campaign, define the causes for institutions or communities to support financially or in-kind.
- b) Temporary Philanthropic Programs
 - I. Economic contributions via payroll: the institutions or communities additional to the permanent ones considered to receive a benefit via payroll for a determined period, will be reviewed and authorized by the Human Capital Department.
 - II. Economic or in-kind support campaigns: the institutions or communities to benefit for a certain period will be reviewed and authorized by the Human Capital Department for a certain period.
- c) Volunteering
 - I. It is the responsibility of the Human Capital Department to define and search for events that benefit causes, institutions, or communities where staff voluntarily participate. The coordination of these volunteering events would be the responsibility of the Human Capital Department and the selected institution or community.

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