



Practice	Adoption	
<b>1. On the functioning and composition of the board</b>		
<b>a) The board of directors has a procedure or mechanism for the induction of each new member, whose purpose is to facilitate the process of knowledge and understanding of:</b>	<b>Yes</b>	<b>NO</b>
<b>i) Businesses, matters and risks, including sustainability, which are considered most relevant, as well as the reasons why, in the opinion of the board of directors, they have this condition.</b>	<b>X</b>	
Explanation: The Board of Directors has an induction program for new directors, through which, within the first three months of accepting the position, the new director is informed about the most relevant business matters and risks, and the reasons for its relevance		
<b>ii) The relevant stakeholders that the entity has identified as well as the reasons why, in the opinion of the board of directors, they have that status and the main mechanisms used to determine expectations and maintain a stable and long-lasting relationship with them .</b>	<b>X</b>	
Explanation: The Board of Directors has an induction program for new directors, through which, within the first three months of the acceptance of the position, the new director is informed about the identified interest groups, the reasons for their identification as well as the mechanisms used to relate to these interest groups.		
<b>iii) The mission, vision, strategic objectives, principles and values that should guide the actions of society, its directors and staff, and the policies of inclusion, diversity, sustainability and risk management, approved by the board of directors.</b>	<b>X</b>	
Explanation: The Board of Directors has an induction program for new directors, through which, within the first three months after the acceptance of the position, the new director is informed about the mission, vision, strategic objectives, principles and values, the sustainability and risk management policies approved by the Board.		
<b>iv. The most relevant current legal framework applicable to the entity, the board of directors and its main executives.</b>	<b>X</b>	
Explanation: The Board of Directors has an induction program for new directors, through which, within the first three months after the acceptance of the position, the new director is informed about the relevant legal framework applicable to the board of directors and senior executives.		
<b>v. The duties of care, reservation, loyalty, diligence and information that according to current legislation fall on each member of the board, through examples of failures, sanctions or more relevant pronouncements that have occurred in the last year at the local level with those homework.</b>	<b>X</b>	
Explanation: The Board of Directors has an induction program for new directors, through which, within the first three months of acceptance of the position, the new director is informed regarding the duties of care, reservation, loyalty, diligence and information. applicable to directors either through judgments, sanctions or relevant pronouncements of the last year.		
<b>vi) The main agreements adopted in the last 2 years prior to the beginning of their mandate and the reasons that were taken into consideration to adopt such agreements or to rule out other evaluated options.</b>	<b>X</b>	
Explanation: The Board of Directors has an induction program for new directors, through which, within the first three months of acceptance of the position, the new director is informed of the agreements adopted in the last 2 years and the reasons for its adoption or rejection of other options.		
<b>vii The most relevant items of the quarterly and annual financial statements of the last year together with their respective explanatory notes, in addition to the accounting criteria applied in the preparation of said financial statements.</b>	<b>X</b>	
Explanation: The Board of Directors has an induction program for new directors, through which, within the first three months of the acceptance of the position, the new director is informed about the most relevant items of the quarterly and annual financial statements of the last year and explanatory notes and accounting criteria applied.		
<b>viii What in the opinion of the board of directors is a conflict of interest and how, in the opinion of the board, or in accordance with the Code or Manual established for that purpose, and without prejudice to those conflicts of interest expressly addressed by law, the situations in the that one of them could be presented.</b>	<b>X</b>	
Explanation: The Board of Directors has an induction program for new directors, through which, within the first three months of acceptance of the position, the new director is informed about the content of the current conflict of interest procedure approved by the Board of Directors.		
<b>b) The board of directors has a procedure or mechanism for permanent training of the board to update knowledge, which:</b>	<b>Yes</b>	<b>NO</b>
<b>i. Defines at least annually the subjects in respect of which training will be carried out for its members and the training calendar for the corresponding year.</b>	<b>X</b>	
Explanation: The Board of Directors has a training program for directors which annually defines the subjects to be addressed to train the directors and the proposed calendar for such training.		
<b>ii) As part of these matters, it contemplates the best corporate governance practices adopted by other entities, both locally and internationally.</b>	<b>X</b>	
Explanation: The Board of Directors has a training program for directors which includes, among the matters to be discussed, the best practices of local and international corporate governance.		
<b>iii. As part of these matters, it contemplates the main advances that have been made in the last year at a local and international level in terms of inclusion, diversity and sustainability report.</b>	<b>X</b>	
Explanation: The Board of Directors has a training program for directors which includes among the subjects to be discussed, the main advances of the last year in terms of inclusion, diversity and sustainability.		
<b>iv. As part of these matters, it includes the main risk management tools, including sustainability ones, which have been implemented in the last year at a local and international level.</b>	<b>X</b>	



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Explanation: The Board of Directors has a training program for directors, which includes among the subjects to be dealt with, the main risk management tools, including sustainability, locally and internationally last year.		
<b>v. As part of these matters, it contemplates the most relevant rulings, sanctions or pronouncements that have occurred in the last year at a local and international level related to the duties of care, reservation, loyalty, diligence and information.</b>	X	
Explanation: The Board of Directors has a training program for directors which contemplates the failures, sanctions or pronouncements of the last year on the duties of the directors.		
<b>vi. As part of these matters, it contemplates a review of examples of situations that constitute a conflict of interest in the board of directors and of ways in which those conflicts of interest can be avoided or resolved in the best social interest.</b>	X	
Explanation: The Board of Directors has a training program for directors, which includes, among the matters to be discussed, the review of examples of conflicts of interest for the Board of Directors and ways to avoid and resolve them.		
<b>vii It disseminates annually the subjects on which in the last year training activities have been carried out to the board of directors.</b>	X	
Explanation: The Directory annually disseminates the subjects on which it has been trained in the last year.		
<b>c) The board of directors has a policy for hiring experts to advise on accounting, tax, financial, legal or other matters:</b>	Yes	NO
<b>i That contemplates the possibility of veto by one or more directors for the hiring of a particular advisor.</b>	X	
Explanation: The Board of Directors has a policy for the hiring of specialist advisers in various matters, which contemplates the possibility of a veto by one or more directors on the hiring of a particular advisor.		
<b>ii) That at the request of at least one of its members the consultancy for the matter required by the former be hired.</b>	X	
Explanation: The Board of Directors has a policy for the hiring of specialist advisers in various matters, which contemplates that any of the directors may request the hiring of an advisory service.		
<b>iii. That, contemplate the dissemination, at least once a year, of the requested and non-contracted consultancies, specifying the reasons why the board adopted that particular decision, which is also duly reflected in the minutes of the session correspondent.</b>	X	
Explanation: The policy of contracting of advisers approved by the Board of Directors contemplates the annual diffusion of the consultancies requested and not contracted.		
<b>d) The board of directors meets at least quarterly with the external audit company in charge of the audit of the financial statements to analyze:</b>	Yes	NO
<b>i.The audit program.</b>	X	
Explanation: The Board of Directors meets quarterly with the External Audit Company to analyze the audit plan or plan.		
<b>ii) Any differences detected in the audit regarding accounting practices, administrative systems and internal audit.</b>	X	
Explanation: The Board of Directors meets quarterly with the External Audit Company to analyze possible deficiencies detected in the audit regarding accounting practices, administrative systems and internal audit.		
<b>iii) Any serious deficiencies detected and irregular situations that, due to their nature, must be reported to the competent auditing bodies.</b>	X	
Explanation: The Board of Directors meets quarterly with the External Audit Company to analyze possible serious deficiencies detected and irregular situations that, due to their nature, must be communicated to the oversight bodies.		
<b>iv The results of the annual audit program.</b>	X	
Explanation: The Board meets quarterly with the External Audit Company to analyze the results of the annual audit program.		
<b>v. The possible conflicts of interest that may exist in the relationship with the audit firm or its personnel, both for the provision of other services to the company or to the companies in its corporate group, as well as for other situations.</b>	X	
Explanation: The Board meets quarterly with the External Audit Company to analyze possible conflicts of interest that may exist with the company or its personnel, both for the provision of other services to the company or other companies in the group, as well as for other situations .		
<b>e) The board of directors meets at least quarterly with the entity's risk management unit or equivalent function manager, to analyze:</b>	Yes	NO
<b>i) The proper functioning of the risk management process.</b>	X	
Explanation: The Board meets quarterly with the person in charge of the risk management function to analyze the operation of the risk management process approved by the Board of Directors.		
<b>ii) The risk matrix used by the unit as well as the main sources of risks and methodology for the detection of new risks and the probability of impact of occurrence of the most relevant risks.</b>	X	
Explanation: The Board meets quarterly with the head of the risk management function to analyze the risk matrix, the main sources of risks, detection methodology and probability and impact of the occurrence of the most relevant risks.		
<b>iii) The recommendations and improvements that in the opinion of the unit would be relevant to improve the risk management of the entity.</b>	X	



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Explanation: The Board of Directors meets quarterly with the person in charge of the risk management function to analyze the recommendations that would be pertinent to better manage the company's risks.		
<b>iv) Contingency plans designed to react to the materialization of critical events, including the continuity of the board in crisis situations.</b>	X	
Explanation: The Board meets quarterly with the head of the risk management function to analyze the contingency plans designed to react to the materialization of risks as well as the continuity of the Board in crisis situations.		
<b>f) The board of directors meets at least quarterly with the internal audit unit, compliance officer or equivalent function manager, to analyze:</b>	Yes	NO
<b>i) The annual audit program or plan</b>	X	
Explanation: The Board of Directors meets quarterly with the head of the internal audit function to analyze the annual audit plan.		
<b>ii) Any serious deficiencies that may have been detected and those irregular situations that by their nature should be reported to the competent oversight agencies or the Public Ministry.</b>	X	
Explanation: The Board of Directors meets quarterly with the person in charge of the internal audit function to analyze possible serious deficiencies detected and irregular situations that, due to their nature, must be communicated to oversight bodies or the Public Prosecutor's Office.		
<b>iii) The recommendations and improvements that in the opinion of the unit would be relevant to minimize the occurrence of irregularities or fraud.</b>	X	
Explanation: The Board meets quarterly with the head of the internal audit function to analyze the improvements to be made to minimize the occurrence of irregularities or fraud.		
<b>iv) The effectiveness of the crime prevention model implemented by society.</b>	X	
Explanation: The Board of Directors meets quarterly with the head of the internal audit function to analyze the effectiveness of the company's crime prevention model, which is certified.		
<b>g) The board of directors meets at least quarterly with the unit of Social Responsibility, Sustainable Development or responsible for an equivalent function, to analyze:</b>	Yes	NO
<b>i) The effectiveness of the policies approved by the board of directors to disseminate the benefits of diversity and inclusion to society within the organization, its shareholders and the general public.</b>	X	
Explanation: The Board meets quarterly with the head of the Social Responsibility function to analyze the benefits of diversity and inclusion for society and the effectiveness of the policies approved by the Board.		
<b>ii) Organizational, social or cultural barriers detected that could be inhibiting the natural diversity that would have occurred if these barriers did not exist.</b>	X	
Explanation: The Board meets quarterly with the person in charge of the Social Responsibility function to analyze the organizational, social or cultural barriers detected by the means available for this purpose.		
<b>iii) The usefulness and acceptance of the sustainability reports disseminated to the relevant stakeholders of the company.</b>	X	
Explanation: The Board meets quarterly with the head of the Social Responsibility function to analyze the utility and acceptance of the company's sustainability report.		
<b>h) The board of directors contemplates, during each year, the realization of field visits to the different dependencies and facilities of the company, to know:</b>	Yes	NO
<b>I. The state and functioning of the dependencies and facilities.</b>	X	
Explanation: Yes, the directory includes site visits to the facilities and different dependencies of the company.		
<b>ii) The main functions and concerns of those who work in them.</b>	X	
Explanation: In the field visits to the facilities and different units of the company, the board is internalized of the functions and concerns of the company's officers.		
<b>iii) The recommendations and improvements that, in the opinion of the persons in charge of the dependencies and facilities, would be pertinent to carry out in order to improve their operation.</b>	X	
Explanation: During the field visits to the facilities and dependencies of the company, the directory is informed of the recommendations and proposed improvements to improve the functioning of the same.		
<b>i) Of the meetings held for each point referred to in letters d) to f) above, at least one for each point is made without the presence of the general manager of the company.</b>	Yes	NO
Explanation: Of the quarterly meetings held with those responsible for the internal audit function, risk function and external audit company with the Board of Directors, one of these is done without the presence of the General Manager of the company.	X	
<b>j) The board has a formal procedure for continuous improvement in operation:</b>	Yes	NO
<b>i) To detect and implement eventual improvements in its organization and operation.</b>	X	
Explanation: The Board of Directors has an annual evaluation policy that aims to detect and implement eventual improvements to its organization and operation.		



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	Yes	NO
<b>ii) To detect those areas in which its members can strengthen and continue to improve.</b>	X	
Explanation: The Board of Directors has an annual evaluation policy that aims to identify the areas in which Board members can be strengthened or improved.		
<b>iii) To detect and reduce organizational, social or cultural barriers that may be inhibiting the natural diversity of capabilities, visions, characteristics and conditions that would have occurred in the directory if these barriers did not exist.</b>	X	
Explanation: The Board of Directors has an annual evaluation policy. This objective to detect and reduce organizational, cultural or social barriers that could take place in the Board was included in the evaluation conducted in 2016.		
<b>iv. That, notwithstanding the legal obligations, expressly contemplates the determination of the minimum number of ordinary meetings, the minimum average time of in-person and remote dedication to them, and the anticipation with which the citation and the necessary background should be sent for the adequate realization of those, recognizing the particular characteristics of the entity as well as the diversity of experiences, conditions and knowledge existing in the directory, according to the complexity of the matters to be treated.</b>	X	
Explanation: The Board of Directors has an annual evaluation policy that contemplates the determination of the minimum number of ordinary meetings, average time of dedication, advance of sending information, among others.		
<b>v. That expressly contemplates the change, in the case that is pertinent, of the form of organization and operation of the directory before situations of contingency or crisis.</b>	X	
Explanation: The Board of Directors has an annual evaluation policy that contemplates, if necessary, changes in the organization and functioning of the Board in the face of crisis situations.		
<b>vi. That it considers the advice of an expert from outside society to detect and implement these eventual improvements or strengthening areas.</b>	X	
Explanation: The Board of Directors has an annual evaluation policy that includes the advice of an expert from outside the company for the detection and formulation of recommendations to be implemented.		
<b>vii In that the detection referred to in numbers i to iii above, is carried out at least on an annual basis.</b>	X	
Explanation: The Board of Directors has an annual evaluation policy that provides for the process to be carried out annually.		
<b>k) The directory has an information system in operation and access by each director who:</b>	Yes	NO
<b>i Allows you to access, in a secure, remote and permanent manner, all the minutes and documents held for each session of the directory of the last 3 years, according to an ordering mechanism that facilitates its indexing and search of information.</b>	X	
Explanation: The Board of Directors has implemented an information system that members can access remotely, safely and permanently to the minutes and documents of each session of the last 3 years. The information system considers an index by date and system of search.		
<b>ii. It allows you to access, safely, remotely and without prejudice to the legal obligations regarding the deadline for sending and content of the subpoenas, to the minutes or document that synthesizes all the matters that will be discussed in that session and the other antecedents that will be presented in said session or additional necessary to prepare for it.</b>	X	
Explanation: The Board of Directors has implemented an information system to which the members can access remotely, safely and permanently to the minutes that synthesize the matters to be dealt with in the session and the background to be presented with the objective that the directors can prepare for the session.		
<b>iii Allows the access to which the previous number ii refers, at least 5 days before the respective session.</b>		X
Explanation: The Board of Directors has implemented an information system to which the members can access remotely, safely and permanently to the minutes that synthesize the matters to be dealt with in the session and the background to be presented with the objective that the directors can prepare for the This information is available 3 days before the respective session.		
<b>iv. Allows you to access in a secure, remote and permanent way, the system of complaints implemented by society.</b>	X	
Explanation: The company has a platform for complaints / queries to which the Chairman of the Board and / or a director designated by the Board has access in a secure, remote and permanent manner.		
<b>v. Allows you to review the final text of the minutes of that session.</b>	X	
Explanation: The Board of Directors has implemented an information system that members can access remotely, safely and permanently to review the final text of the minutes of each session.		
<b>vi. It allows the revision referred to in the previous v number, with no more than 5 days after the respective session.</b>	X	
Explanation: The Board of Directors has implemented an information system that members can access remotely, safely and permanently to review the final text of the minutes of each session after 5 days of the same.		
<b>2. Of the relationship between the company, the shareholders and the public in general</b>		
<b>a) The board of directors has implemented a formal and operating procedure so that the shareholders of the company can report:</b>	Yes	NO
<b>i) At least 3 months in advance of the shareholders' meeting at which directors will be elected, about the diversity of capacities, conditions, experiences and visions that, in the opinion of the Board of Directors, are advisable to be part of it so that it is better. conditions of ensuring the social interest.</b>	X	



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Explanation: The Board of Directors has a procedure for the process of nomination and election of directors, coordinated by the General Manager. The characteristics of the candidates such as capacities, conditions, experiences and required visions are defined by the General Manager and put to approval of the Board of Directors, informs the shareholders and publishes on the Company's website three months before the meeting at which new directors will be elected. The General Manager draws up a list with the candidates and a file with the information of each one of them informs the shareholders and publishes on the Company's website the file with the background. The General Manager may add candidates to the list, even in the same meeting, if the proposer presents a document in which the candidate has accepted his nomination and declares that he has no inability to fill the position.		
<b>ii. Before the corresponding vote, of the maximum number of directorships that in the opinion of the board of directors, it is advisable to have the directors elected by the shareholders.</b>	X	
Explanation: The Board of Directors has a procedure for the process of nomination and election of directors, coordinated by the General Manager. It will be informed before the election vote of new directors regarding the maximum number of directorships in which it is considered advisable for the former to participate.		
<b>iii. Before the corresponding vote, the experience, profession or office of the candidate for director.</b>	X	
Explanation: The Board of Directors has a procedure for the process of nomination and election of directors, coordinated by the General Manager, and will be informed before the election vote of new directors regarding the background regarding the experience, trade or profession of each one of the candidates.		
<b>iv. Before the corresponding vote, if the director candidate maintains or has maintained in the last 18 months contractual, commercial or other relations with the controller of the company, or its main competitors or suppliers</b>	X	
Explanation: The Board of Directors has a procedure for the process of nomination and election of directors, coordinated by the General Manager. The candidates for the director must declare that they do not have any inability to carry out their duties. It will be informed before the vote in which new ones will be selected, directors, the possible commercial, contractual or any other type of relationships that they have maintained in the last 18 months, either with the company's controller, with its main competitors or suppliers.		
<b>b) The board of directors has implemented a mechanism, system or formal procedure that allows:</b>	Yes	NO
<b>i. Shareholders participate and exercise their right to vote by remote means, at the same time as the rest of the shareholders who are physically represented at the meeting.</b>	X	
Explanation: Through the technological platform Teams and Click&Vote, a mechanism was enabled in order to allow shareholders to participate and exercise their right to vote by remote means, at the same opportunity as the rest of the shareholders who are physically represented at the meeting.		
<b>ii. Shareholders observe, remotely and in real time, what happens during shareholders' meetings.</b>	X	
Explanation: Through the Teams technological platform, a mechanism was enabled in order to allow shareholders to observe, remotely and in real time, what happens during shareholders' meetings.		
<b>iii. The general public should be informed in real time of the resolutions adopted at the shareholders' meeting.</b>		X
Explanation: The company has not considered the disclosure in real time of the resolutions adopted at the shareholders meeting, however, a non-shareholder can ask permission to participate as a viewer and the minutes of the shareholders' meeting are published on the company's website.		
<b>iv) The general public should be informed of the resolutions adopted at the shareholders' meeting, with a delay of less than 5 minutes of voting on the respective agreement.</b>		X
Explanation: The company has not considered the disclosure of the resolutions adopted at the shareholders' meeting, to the general public with a lag of less than 5 minutes of voting the agreement, however, a non-shareholder can ask permission to participate as a viewer and the minutes of the shareholders' meeting are published on the company's website.		
<b>c) The board of directors has approved a policy and established formal procedures that are intended to annually provide the public with information regarding:</b>	Yes	NO
<b>i. The policies adopted by society in matters of social responsibility and sustainable development.</b>	X	
Explanation: The Board of Directors has approved a sustainability policy that aims to provide guidelines for the sustainable development of all business areas of the SK Group, is aligned with the values of the company and considers all its stakeholders. The company considers the issuance of an integrated report or annual report to inform the public of these matters, and the Corporate Governance Code also refers to the policies adopted as well as on the company's website.		
<b>ii) The interest groups identified by the company as relevant, as well as the reasons why such groups have that status.</b>	X	
Explanation: The Board of Directors has approved a sustainability policy that aims to provide guidelines for the sustainable development of all business areas of the SK Group, is aligned with the values of the company and considers all its stakeholders. The company considers the issuance of an integrated report or annual report to inform the public of these matters, and the Corporate Governance Code also refers to the policies adopted as well as on the company's website.		
<b>iii) The relevant risks, including sustainability risks, of the company, as well as the main sources of these risks.</b>	X	
Explanation: The Board of Directors has approved a comprehensive risk management policy and has identified its relevant risks, including sustainability risks, as well as its main sources, which are disseminated in the annual report or in the integrated report.		
<b>iv) The indicators by society in the area of social responsibility and sustainable development.</b>	X	
Explanation: The company has defined its indicators in the report or integrated report and these are measured annually.		
<b>v. The existence of goals and the evolution of sustainability indicators.</b>	X	
Explanation: The company has defined its indicators in the report or integrated report and these are measured annually.		
<b>d) For the purpose of defining the policies, indicators and reporting format referred to in letter c) above, international standards have been followed, such as, for example, the guidelines contained in ISO 26000: 2010, or the Principles and Standards of Reports and Dissemination of the " Global Reporting Initiative " or of the " International Integrated Reporting Council " .</b>	Yes	NO



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Explanation: The company has adopted the International Integrated Reporting Council "standard for the definition of policies, indicators and reporting format.	X	
<b>e) The company has a unit of relations with shareholders, investors and media that:</b>	Yes	NO
<b>i Allows these to clarify doubts about the company, its business, main risks, financial, economic or legal situation and publicly known businesses of the entity.</b>	X	
Explanation: The company has a unit of relations with shareholders, investors and media (Investor Relations) and the contact information is published on the company's website, the URL of the website is www.sigdokoppers.cl		
<b>ii. Counts with people who, at least, have mastered the English language to answer the questions of those who do not speak Spanish.</b>	X	
Explanation: The company has a unit of relations with shareholders, investors and media (Investor Relations) whose members dominate the English language.		
<b>iii. It is the only unit authorized by the board of directors to respond to such inquiries to shareholders, investors and the media.</b>	X	
Explanation: The company has a unit of relations with shareholders, investors and media (Investor Relations) authorized by the Board to answer queries to shareholders, investors and media, without prejudice to the provisions of the manual of management of information published on the website.		
<b>f) The board has a formal procedure for continuous improvement in operation:</b>	Yes	NO
<b>i) To detect and implement possible improvements in the processes of elaboration and dissemination of the disclosures made by the entity to the market so that they are easily understood by the public.</b>	X	
Explanation: The company has an external advisor to detect and implement eventual improvements in the processes of elaboration and dissemination of the disclosures to the market with the aim that these are easily understood by the public.		
<b>ii) To detect and implement eventual improvements in the processes of elaboration and dissemination of the disclosures made by the entity to the market so that said communications are provided to the market in a timely manner.</b>	X	
Explanation: The company has an external advisor to detect and implement eventual improvements in the processes of preparation and dissemination of the disclosures to the market with the aim that they are provided in a timely manner.		
<b>iii) That it considers the advice of an expert from outside the company to detect and implement these eventual improvements.</b>	X	
Explanation: The company has an external advisor to detect and implement eventual improvements in the processes of preparation and dissemination of disclosures to the market.		
<b>iv In that the detection referred to in numbers i and ii above, is carried out at least on an annual basis.</b>	X	
Explanation: Counseling is permanent throughout the year.		
<b>g) The company has an updated web page through which shareholders can access all their public information, easily and easily accessible.</b>	Yes	NO
Explanation: The company has an updated web page, the URL of the website is www.sigdokoppers.cl	X	
<b>3. Risk management and control</b>		
<b>a) The board of directors has implemented a formal Risk Management and Control procedure which is in operation and which:</b>	Yes	NO
<b>i. It has as general guidelines the risk management policies approved by the board of directors.</b>	X	
Explanation: The Board of Directors has implemented a formal process of Integral Risk Management and has approved a comprehensive risk management policy.		
<b>ii) It has a Risk Management unit or equivalent, responsible for the detection, quantification, monitoring and communication of risks, and reports directly to the board of directors.</b>	X	
Explanation: The company has a Risk Committee that reports directly to the Board for these purposes.		
<b>iii) It has an internal audit unit or equivalent, responsible for verifying the effectiveness and compliance with the policies, procedures, controls and codes approved by the board of directors, and reporting directly to it.</b>	X	
Explanation: The company has a person in charge of the internal audit function who reports directly to the Board for these purposes.		
<b>iv, it incorporates into the process of quantification, monitoring and communication of risks both the direct risks of the entity and those indirect risks that may arise from the companies of the business group to which the entity belongs.</b>	X	
Explanation: The risk management methodology adopted incorporates both the direct risks of the entity and the indirect risks of the business group.		
<b>v. Considers the potential impact that the materialization of the economic, social and environmental sustainability risks to which it is exposed will have.</b>	X	
Explanation: The adopted risk management methodology considers the potential impact of the materialization of economic, social and environmental sustainability risks.		
<b>vi. It is guided by national and international principles, guidelines and recommendations, such as those developed by The Committee of Sponsoring Organizations" "(COSO) or the contents of" "Control Objectives for Information and Related Technology "" (COBIT, for its acronym in English) created by ISACA or ISO 31000: 2009 and ISO 31004: 2013.</b>	X	
Explanation: The Board of Directors has developed the Comprehensive Risk Management taking as a guide" "The Committee of Sponsoring Organizations" "(COSO).		



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<b>vii It contemplates a Code of Conduct or equivalent document approved by the board of directors and reviewed annually, which defines the principles and guidelines that should guide the actions of the entity's personnel and board of directors.</b>	X	
Explanation: The company has a Code of Ethics approved by the Board of Directors, which is reviewed annually, which defines the principles that should guide the actions of the employees and the Board of Directors.		
<b>viii It includes the information and permanent training of all the relevant personnel, independent of the contractual link that unites it with society, with respect to the policies, procedures, controls and codes implemented for risk management.</b>	X	
Explanation: The Risk Management model adopted by the company contemplates information and permanent training to the relevant personnel.		
<b>ix It is reviewed and updated, at least annually.</b>	X	
Explanation: The Risk Management model adopted by the company is reviewed and updated annually and whenever circumstances warrant it.		
<b>b) The board of directors has implemented a formal procedure that is in operation:</b>	Yes	NO
<b>i) To channel complaints by its staff, regardless of the contractual relationship, shareholders, customers, suppliers or third parties outside the company, of any irregularities or unlawful acts.</b>	X	
Explanation: The Board of Directors has adopted a web platform for complaints so that collaborators and third parties can report / consult on various matters Access to the platform can be done both from the intranet and from the company's website.		
<b>ii) That guarantees the anonymity of the complainant.</b>	X	
Explanation: The Board of Directors has adopted a web platform for complaints that guarantees the anonymity of the complainant.		
<b>iii. That allows the complainant to know the status of his complaint.</b>	X	
Explanation: The Board of Directors has adopted a web platform for complaints that allows the complainant to follow up on his complaint / inquiry.		
<b>iv. That it is brought to the attention of its staff, shareholders, customers, suppliers and third parties, both through training and through the entity's website.</b>	X	
Explanation: The web platform for complaints / queries is available both on the company's website and on its intranet, as well as training and communications to disseminate the use of the tool.		
<b>c) The board of directors has implemented a formal procedure that is in operation:</b>	Yes	NO
<b>i) To detect and reduce organizational, social or cultural barriers that may be inhibiting the diversity of abilities, conditions, experience and visions that, without these barriers, would have occurred naturally in the organization.</b>	X	
Explanation: The Board of Directors of the company, on issues of inclusion and diversity, prohibits discrimination and exclusion that may affect the dignity of people, as well as a formal complaint procedure and a whistleblower channel to detect and reduce casualties. identified barredas.		
<b>ii) To identify the diversity of skills, knowledge, conditions, experiences and visions that its senior executives must have.</b>		X
Explanation: The company has a policy of succession of key executives, and the Board of Directors will study the implementation of this practice.		
<b>iii) To identify among employees of the entity, potential replacements of the general manager and other senior executives, based on the identification process described in number ii above.</b>	X	
Explanation: The company has a succession policy of key executives, which helps to ensure the stability and continuity of the company's business. With the permanent absence of a principal executive, the Board decides whether it will be replaced with an internally identified successor. or by an external candidate.		
<b>iv) To timely replace the general manager and other senior executives, and to transfer their functions and relevant information, in the event of their unexpected absence, minimizing the impact that this would have on the organization.</b>	X	
Explanation: The company has a succession policy of key executives, which helps to ensure the stability and continuity of the company's business. With the permanent absence of a principal executive, the Board decides whether it will be replaced with an internally identified successor. or by an external candidate If the Board decides to replace the executive, with an external professional, the search for candidates will be hired, who meet the profile for the vacant position, preferably, through an external advisor, human resources expert, without prejudice to the fact that they may be proposed by the General Manager, directors or other executives The Board of Directors and / or the General Manager selects the candidate who will replace the executive and the person or persons responsible for the transfer of functions and relevant information to the new executive The Board of Directors together with the General Manager, or whoever they designate, will define a training program for the chosen successor. In the temporary absence of the General Manager, the Board will approve the appointment of another executive to replace him for the duration of his absence. In the case of other senior executives, the General Manager will appoint the replacement executive.		
<b>v. In that the detection referred to in numbers i and ii above, is carried out at least on an annual basis</b>		X
Explanation: The company has a policy of succession of key executives, and the Board of Directors will study the implementation of this practice.		
<b>d) The board of directors has implemented a formal procedure that is in operation:</b>	Yes	NO
<b>i) To review, at least on an annual basis, the salary structures and compensation and compensation policies of the general manager and other senior executives, in order to detect and correct eventual incentives for said executives to expose society to risks that they are not in accordance with the policies defined on the matter or the commission of possible illicit acts.</b>	X	



Practice	Adoption	
<p>Explanation: The company has defined a framework of guidelines, on which the compensation and compensation policies of its main executives will be established. The fixed remuneration of the main managers and executives is intended to recognize the responsibility of the assigned tasks and the same. It is competitive with market remunerations in the same industry. Variable remuneration is intended to reward outstanding performance and achievements and encourage the creation of value, being linked to the results of the company's strategy, objectives and performance evaluations individual to avoid unwanted risks.</p>		
<p><b>ii) That contemplates the advice of a third party outside the company that supports the board of directors and the committee of directors, if applicable, in the revision referred to in number i above.</b></p>	X	
<p>Explanation: The Board of Directors or the committee of directors can hire the advice of a third party, when they deem appropriate according to the contracting policy of external advisors.</p>		
<p><b>iii) That contemplates the dissemination of salary structures and compensation and compensation policies of the general manager and other senior executives, on the company's website.</b></p>		X
<p>Explanation: The company has submitted the salary structure of the main executives and the General Manager, the Directors Committee and the Board of Directors for approval, and the Board considers that disclosing this type of information to the market is revealing strategic information that puts at risk the interests of the company.</p>		
<p><b>iv. Which contemplates subjecting said salary and political structures to the approval of the shareholders.</b></p>		X
<p>Explanation: The bylaws of the company do not contemplate submitting salary structures and associated policies to the shareholders' meeting for approval.</p>		
<p><b>4. From the evaluation by a third party</b></p>		
<p><b>a) The self-evaluation of the board of directors regarding the adoption of the practices contained in these regulations</b></p>	Yes	NO
<p><b>i. It has been reviewed and validated by a third party outside the company.</b></p>	X	
<p>Explanation: The self-assessment of the board of directors regarding the adoption of the practices contained in the NCG N° 385 has been reviewed and validated by a certifying company of compliance programs.</p>		
<p><b>ii) The person or team of people who performed the review and validation, has proven experience of at least 5 years in process evaluation and effectiveness of controls, or in the provision of professional advisory or consulting services in design and implementation of processes, risk management or continuous improvement.</b></p>	X	
<p>Explanation: The company that performed the evaluation has at least 5 years of experience in process evaluation and effectiveness of controls.</p>		
<p><b>iii) The entity or persons that carried out the review and validation are audited by the Superintendency or foreign public or private body of similar competence.</b></p>	X	
<p>Explanation: The certifying company is a legally constituted company and has been registered since May 18, 2011 in the Registry of Certification Entities for Crime Prevention Models of the Superintendency of Securities and Insurance.</p>		
<p><b>iv) The entity or persons that carried out the review and validation, belong to a payroll established by the national stock exchanges of entities that meet the conditions defined by them to certify the self-assessment referred to in these regulations.</b></p>	X	
<p>Explanation: The certification company is registered, as of June 1, 2016, on the payroll of the Santiago Stock Exchange of entities that meet the conditions defined by it to certify the self-assessment referred to in this regulation.</p>		