

HUMAN AND LABOR RIGHTS

Rights policy

Goal

At **Coca-Cola FEMSA**, we recognize that Human and Labor rights are the set of prerogatives based on human dignity, the effective realization of which is essential for the integral development of the person.

General guidelines



1. Respect for Human Rights

We respect the Human and Labor Rights of our Employees, having as a fundamental principle the respect for human dignity above any other business consideration.



2. Regulatory Compliance

We comply with international labor standards, labor and social security legislation and any other related legislation, as well as with individual and collective contracts, agreements, conventions or labor covenants in the countries where we operate.



3. Freedom of Association and Trade-Union Freedom

We respect the right of Employees to freedom of association or affiliation to a labor union, as well as the right to form or join, voluntarily and freely, a labor union without fear of retaliation or intimidation. We respect the autonomy, institutionality, internal administration and ancestry that trade union organizations have with their members.

We attend to the collective work relations with the legitimate trade union organizations that affiliate and represent their Employees.



4. No forced labor

We prohibit any employment relationship that is not voluntarily agreed upon and reject any form of unpaid work, servitude, slavery, or mandatory retention of documents as a condition of employment.



5. No to child labor

We support the elimination of child labor and comply with the relevant local legislation on the employment of minors.



6. No to discrimination

We maintain work environments free from discrimination, we make no distinction, exclusion, restriction or preference that is not objective, rational nor proportional, and which has a purpose the obstruction, restriction, reduction or nullification of the acknowledge and exercise of the human rights and freedom for any reason, including origin, race, marital status, age, opinion, gender, creed, tribe, association or affiliation to a union, ethnicity, social or economic class, pregnancy, gender identity, sexual orientation, health condition, disability or nationality.



7. Inclusive environment

We acknowledge diversity as a strength within our work teams, so we promote an inclusive work environment in which there is equitable access to development opportunities and space to add value from their characteristics and diversities.



8. No to harassment, violence, and bullying

We encourage dignified and respectful treatment of Employees, and therefore we reject, condemn, prohibit, and punish all types of harassment, violence, and bullying.



9. Occupational health and safety

We put the physical and mental integrity and safety of our Employees above any economic and operational considerations.

We create wellness and quality of life programs, as well as healthy environments, and safe work processes and facilities to protect the physical and mental health of our Employees.

We promote a culture of prevention and self-care that allows the adoption of healthy lifestyles and the creation of favorable organizational environments, through the identification, analysis, and prevention of psycho-social risk factors.



For purposes of this policy, the following terms shall have the meanings set forth herein, when used in both the singular and plural form:



Coca-Cola FEMSA, Coca-Cola FEMSA, S.A.B.
de C.V. including all its Subsidiaries.



Coca-Cola FEMSA Code of Ethics, a document that contains **Coca-Cola FEMSA's** ethical principles, unifies criteria and establishes a common reference framework that gives direction for acting in an integral manner, it is also a useful work tool that guides correct and value-driven decision-making.



Employees, unionized and non-unionized workers in **Coca-Cola FEMSA's** companies.



KOF Ethics Line, is a formal mechanism that is used by Directors and Employees, as well as by Third Parties with whom **Coca-Cola FEMSA** has a relationship in the development of its operations, to report any breach and/or possible risk of breach of **Coca-Cola FEMSA's** Code of Ethics, **Coca-Cola FEMSA** Corporate Policies, and other Internal Guidelines as well as to address any doubts or concerns.



Internal Guidelines, FEMSA Code of Ethics, **Coca-Cola FEMSA** Corporate Policies, global standards, processes, procedures, work regulations, and any other internal document authorized by management to have such effect.



Operation, each of **Coca-Cola FEMSA's** business units, considered by country or by group of countries according to **Coca-Cola FEMSA's** organizational management, and which is led by a Chief Operating Officer; except when the Internal Guidelines refer to the Legal Compliance Officer (LCO- Legal Compliance Officer), the **Coca-Cola FEMSA** Ethics Committee or any functional area of an Operation, in which case the term "Operation" will be understood as the business units of **Coca-Cola FEMSA** considered by country.



Coca-Cola FEMSA Corporate Policies, documents that contain the general principles that govern the conduct of **Coca-Cola FEMSA** and its Employees in a relevant topic or area, keep order and consistency between Operations and / or mitigate critical or high-impact risks that affect the Operations, and which are authorized by the **Coca-Cola FEMSA** Chief Executive Officer, or by the Board of Directors, as applicable.