



# GENERAL TAX POLICY

August 2023



EMPRESAS COPEC

## CONTENT

1. INTRODUCTION .....	3
2. VALUES AND PRINCIPLES GOVERNING THE TAX FUNCTION.....	3
3. ROLES WITHIN THE TAX FUNCTION.....	7
4. CHANGES TO THE GENERAL TAX POLICY .....	8
5. VALIDITY.....	8

## 1. INTRODUCTION

Empresas Copec S.A., hereinafter also the Company, is permanently promoting the adoption of the best corporate practices and, in accordance with the values and principles governing its actions, it has deemed it necessary to formalize this General Tax Policy.

For the Company, the ethical duty to contribute, in a timely manner and in accordance with the law, to the generation of tax revenues to meet public and social needs is a priority.

This considers the interests of shareholders, regulators and the general public.

This document is intended to serve as a guide for those who perform tax functions, so that they carry them out in a lawful manner, in the different jurisdictions where the Company operates, without prejudice to the legitimate differences in interpretation of law that may arise with the Authority, in compliance with the principles expressed herein and safeguarding social interest.

## 2. VALUES AND PRINCIPLES GOVERNING THE TAX FUNCTION

Part of Empresas Copec's mission, as set in various Company documents and in information available to the general public, consists of

*“Deliver an attractive profitability level in the long term to its investors, and contribute to the development of Chile and the different countries where it carries out its activities.*

*In the development of its activities, it strives to be a good citizen, and meets and respects the interests of shareholders, employees, partners, suppliers, clients, communities and all parties with which it is, in one way or another, involved (stakeholders)*

*Empresas Copec carries out its activities with excellence, and acts in all its decisions in accordance with the highest ethical and transparency standards”.*

Likewise, its principles include:

*“Comply with current legislation, contractual obligations and other commitments regulating the business and, where possible, exceed the established standards.*

*Contribute to the company through the creation of the highest possible value, which benefits stakeholders in a sustainable manner, through efficient, responsible, innovative and quality management in all processes.*

*Arrange and apply the systems and procedures allowing to manage business risks, regularly assessing performance in all processes and taking the necessary remedial actions in a timely manner.*

*Work with dedication, integrity, probity, excellence and be consistent with Empresas Copec values and policies.”*

In the tax sphere, this must lead to the following values and principles:

1. **Tax law.** Respecting the law is a basic obligation of all those who make up the country, and in the field of taxation it requires strictly adhering to the provisions of the legal system, particularly in determining the obligations in this sense, with full compliance of the principle of legality of imposition established by the Political Constitution of the Republic. Therefore, being a good legal person and taxpayer in the field of taxation means, among others:
  - Ensure that the taxation of all operations strictly complies with the tax laws and regulations of the countries in which the Company operates.

The Company has guidelines to implement internal controls and standards regulating the recruitment of top-level external professionals, considering their materiality. This aims to ensure that the tax positions adopted by Empresas Copec have the broadest legal, economic and documentary support allowing an expeditious review by the tax authority and prevents possible questioning.

- Fully observe the principle of good faith in every action, operation or transaction and, of course, in every interaction with the tax authority.
- Use the tax benefits and exemptions established by lawmakers in favor of taxpayers such as Empresas Copec, ensuring strict compliance with their requirements and not using jurisdictions for tax avoidance purposes.
- Do not transfer the value created to jurisdictions with no taxation, nor use fiscal structures, in both cases without commercial substance. Also, use the arm's length principle for transfer pricing.
- Prepare and file all tax returns, and others of an informative nature accessory to them, in the time and manner required, timely and fully complying with all tax payment obligations established by law.
- Prepare and keep the documentation required by the tax law and the instructions of the authority, in order to comply with any requirement or instance of supervision on its part.
- Have highly technical tax professionals with experience and knowledge in the Company's business and investments.

2. **Transparency.** This General Tax Policy, and any changes to it, will be communicated to all employees of Empresas Copec S.A. that must apply it and, with respect to third parties, it will be available as determined by the Company's management.

All internal tax procedures will be carried out according to the general and usually accepted indicators.

Regarding the own information that Empresas Copec manages, and that is necessary to determine its tax obligations, it will be available in a timely manner to the tax authorities, to the extent that it is required by them within their sphere of competence, or it must be delivered by the Company by legal mandate.

3. **Relationship with the affiliates of Empresas Copec Business Group.** Empresas Copec recognizes the full autonomy of its affiliates in terms of the operation of their tax management and tax risk, and the responsibility that for this rests upon their respective boards of directors and managements. Nonetheless, the Company will communicate to its affiliates the best practices and guidelines contained in this General Policy.
4. **Relationship with tax authorities.** Empresas Copec, in all the jurisdictions where it operates, seeks to develop a robust and reciprocally respectful relationship with the tax authorities, based on trust and transparency.

Faced with a possible uncertainty or tax risk that may arise due to any operation or transaction, or requests for information made by the tax authorities in accordance with the law, Empresas Copec will favor dialogue and good understanding with them, through the use of the communication

channels, approach or consultation available in the legal system, in favor of its expeditious resolution and in order to prevent potential disputes.

In this regard, in the event of any examination or potential dispute, all dispute resolution administrative mechanisms will be pursued, leaving the potential judicialization of the case as a last resort.

Empresas Copec also attaches great importance to attend and participate in training or consultations that the tax authorities establish for taxpayers, in line with what is stated in this number.

### **3. ROLES WITHIN THE TAX FUNCTION**

The Tax Policy is considered by Empresas Copec an expression of its Corporate Governance and, therefore, it is essential to assign the corresponding internal roles to all those who are part or intervene in the tax function of the Company.

The level of internal and external review and approval to which operations must be submitted based on their characterization will be established for the cases deemed necessary. In turn, the Board of Directors will be informed of any tax examination that could have a material impact, both in the financial statements and in the reputational sphere.

On the other hand, the procedures will be established allowing, through objective information:

1. Evaluate proper functioning of the tax function.
2. Identify opportunities for improvement in processes, quality of information or operation of the Tax Policy in general.

3. Generate information and data of tax origin that can add value to decision-making in the Company's businesses.

Finally, a document retention and management procedure will be defined in cases where this is appropriate.

#### **4. CHANGES TO THE GENERAL TAX POLICY**

Any change to this policy must be approved by the Board of Directors, either on its initiative or on the recommendation of other areas of Empresas Copec. However, this document will be reviewed for updating, if necessary.

#### **5. VALIDITY**

This Policy is effective as of August 31, 2023 and shall remain in effect indefinitely as long as the Company's Board of Directors does not adopt any other resolution to the contrary.