

## 1. Purpose

Establish the general guidelines, responsibilities, and commitment of Grupo Bimbo, its executives, and associates to support breastfeeding, as well as create conditions that favor it and enable the exercise of this right for people who opt for this type of feeding for their children.

## 2. Scope

The present policy applies to all Grupo Bimbo work centers in all its Organizations, affiliates, and subsidiaries, in their different geographies, functions, and business areas.

## 3. Definitions

**Breastfeeding:** Optimal way of feeding babies, offering them the nutrients they need in the right balance, as well as offering protection against diseases for both the breastfeeding person and the infant. It is a human right of people in breastfeeding and childhood, which positively impacts their rights to health, nutritious and healthy food, and comprehensive development.

## 4. Responsibilities

**Chief Executive Officer (CEO), Presidents:** Monitor and support compliance with this policy. Approve the budgets that allow initiatives to support breastfeeding to be implemented.

**People Vice Presidents and Safety and Wellness Areas:** Support compliance of this policy and report progress to the corresponding Global People Department annually.

**Manager and Area Leaders:** Know and comply with this policy to facilitate support for breastfeeding people to exercise their rights, at least in the first six months after the birth of the baby. Do not put people at risk in situations of lactation; if necessary, evaluate the risk conditions associated with their activities based on a medical report.

## General guidelines

The People areas of each Grupo Bimbo Organization in each country must:

- Promote support for breastfeeding through implementing programs, protocols, conditions, and facilities that favor breastfeeding, aligned with the regulations of each country and the internal regulations of Grupo Bimbo.
- Carry out information and awareness campaigns that allow all associates in the workplace to be aware of this policy, and that they are aware of the needs of people who are breastfeeding and of the benefits and importance of this to avoid behaviors or actions that generate discrimination, exclusion or lack of support for people who are breastfeeding; ensuring compliance with the **GGB-018 Global Policy on the Prevention of Harassment and Discrimination**
- Training and awareness activities on breastfeeding must be available, with the support of an expert organization, to learn about its benefits.
- Commemorate World Breastfeeding Week in August, throughout the Organization/country.
- Define developing, implementing, coordinating, and monitoring initiatives responsible for promoting breastfeeding in the Organization and country.
- Ensure that all workplaces have a lactation room to promote and facilitate breast milk expression, by Appendix 1. If this is not possible, take the necessary measures per applicable legislation so that lactating people have time and space to express breast milk or to breastfeed.
- Respect the periods determined by the applicable laws to breastfeed or express breast milk if breastfeeding people telecommute.

## 5. Responsibility / Ownership

The Global People Department is the assigned owner of this policy and is primarily responsible for its content, updating, and monitoring of its compliance, as well as submission for approval to the Global Internal Control & Risk Management Department, Steering Committee, and Chief Executive Officer (CEO).

## 6. Updates

The changes implemented in-between versions are described below:

Revision / Revision Log				
Version	Revision date	Update by	Approved by	Main Changes
1				

## Appendix I. Lactation room

Installation of a lactation room requirements.

Topic	Requirements
Equipment	<ul style="list-style-type: none"> <li>• Electrical outlet</li> <li>• Room with curtain</li> <li>• Breastmilk Only Refrigerator</li> <li>• Toilet paper and wipes</li> <li>• Chair</li> <li>• Table</li> <li>• Control book (who uses the space and when)</li> <li>• Sterilizer</li> <li>• Shelving</li> </ul>
Installations	<ul style="list-style-type: none"> <li>• Protected and private</li> <li>• Clean and ventilated room</li> <li>• Room Signage</li> <li>• Maximum 10 minutes walking from the workplace</li> <li>• Clean running water</li> <li>• Quiet room</li> <li>• Available at the workplace</li> </ul>
Communication	<ul style="list-style-type: none"> <li>• Policies and regulations included in the staff handbook and in the orientation meeting personal</li> <li>• Brochures and posters with information on breastfeeding</li> </ul>