

1. Purpose

To establish general guidelines for the recovery and restoration, partial or total, within a predetermined time, of critical and essential processes interrupted by a disruptive event that occurs in any of Grupo Bimbo's work center.

2. Scope

This policy applies to Grupo Bimbo associates who are linked to or participate in critical and essential processes for the continuity of operations in any Grupo Bimbo Business Unit.

3. Definitions

Business Impact Analysis: Process specialized in identifying the types of impact, oriented to knowing what could be affected, the consequences on the processes and estimating damages the business could suffer after an incident or a disaster.

Risk Analysis: Tool to obtain a clear and prioritized picture of the risks the business is facing. Its objective is to anticipate the materialization of identified threats.

Critical Applications: Critical Information Technology (IT) applications to provide continuity to Grupo Bimbo's operations.

Business continuity: Administrative and operational processes and procedures that a business establishes to ensure that essential functions can continue during and after a disruptive event.

Disruptive Event: A sudden or urgent event or incident that requires immediate action because it can affect the normal activity or operation of the work center (e.g., natural disasters, legal or regulatory impacts, strikes, pandemics, cyber-attacks, etc.).

Business Continuity Model (BCM): A management and governance process for implementing and maintaining business continuity at Grupo Bimbo.

Contingency plan: Actions that the business must perform to recover and restore critical business activities, based on a prioritization derived from the Business Impact Analysis.

Business Continuity Plan: Actions the business must perform to recover and progressively restore the critical business activities to return to normal, considering the necessary technology components, and ensuring the integrity, confidentiality, and availability of the information.

Disaster Recovery Plan: Restoration of systems and infrastructure that support critical business processes after disruption events.

Critical or Essential Processes: Those that contribute to the delivery of products or services, and that, if not available, would affect the operational continuity of the company.

4. Responsibilities

General Management of Grupo Bimbo: Promote the present policy, providing visible leadership and direction to senior executives and implementing internal control mechanisms to ensure compliance.

Global Corporate Affairs Department: Establish, update, communicate and monitor the implementation of this policy and ensure its compliance.

Global Information Technologies Department: Define, implement, and test the technological elements necessary to ensure the correct recovery of critical applications of information technologies.

Organizational and Functional Directors: Implement, understand, and manage the Business Continuity Model in all Business Units and global teams they lead, as well as to communicate, to their Business Unit's IT area or management, the list of critical applications of information technologies to ensure its operation.

Members of the Crisis Committee at a Corporate, Business Unit or Production Center level: Comply with the present policy through adherence to each and every one of the processes that they have to carry out as part of their functions.

5. General guidelines

In order to ensure the minimum functioning of continuous operation of the company at the Corporate, Business Unit, and work center level, it is Grupo Bimbo's policy to comply with the following guidelines:

Those responsible for all functional corporate areas, Business Unit, and work center (e.g., production centers, distribution centers, sales centers, offices, etc.) that have critical and/or essential processes whose interruption would affect the normal operation of the company, must:

- Have a business continuity plan and execute it when necessary. This plan must:
 - Be based on a risk analysis, which identifies and defines the necessary actions to control, minimize or eliminate potential risks, taking into account food safety, quality assurance, security, natural disasters, social environment or any event that may disrupt business continuity.
 - Include business impact analysis, detailing functions, processes, associates, places, and systems that are critical for the operation of the Business Unit, as well as defining the time and point of recovery objectives.
 - Contain a contingency plan that establishes the actions to follow to return the process to the operation as soon as possible, based on the prioritization made in the business impact analysis.
 - Be tested, at least once a year, with simulations coordinated by the Crisis Committee.
- Manage the continuity and restoration of the processes, seeking the minimum impact to the business.
- Comply with the disaster recovery plan.

6. Responsibility / Ownership

The Global Corporate Affairs Department is the assigned owner of this policy and is primarily responsible for its contents, updating, monitoring of its compliance and submission for approval before the Global Internal Control and Risk Management Department, the Steering Committee, and CEO.

7. Updates

Description of changes made between versions.

Revision / History of the Revision				
Version	Date Revision	Updated By:	Approved By:	Main Changes
1				Original version FGB-QS-01
2	April 2023	Ana Valentina Delgado Sánchez	Liliana Mejía	<ul style="list-style-type: none"> • The name of the policy has been changed. • The Global Corporate Affairs department is designated as responsible for the Business Continuity function.



Global Business Continuity Policy

Global Corporate Affairs Department

FGB-CA-05

- All references to Crisis Management are removed due to the publication of the new Global Crisis Management Policy.