



Bogotá D.C., September 10<sup>th</sup>, 2014

To our stakeholders:

We recognize that a key requirement for participation in the UN Global Compact is the annual preparation and posting of a Communication on Progress (COP) that comprises of a CEO statement of continued support for the UN Global Compact, a description of practical actions with regard to the principles of the UN Global Compact, and a measurement of outcomes or expected outcomes.

We are late in creating, sharing and posting our COP report due to the preparation, verification process and materiality matters check.

Although this is not our first corporate report, it is the first report prepared internally; the report was prepared from start to finish by personnel of the company, each of the areas are involved in it as shown by our commitment to sustainability issues.

All levels of the company participated in the preparation of this report. The Executive Vice Presidency assumed the leadership of this process being capable of committing all levels of the organization with the development of the report.

For this report, the Presidency, Executive Vice Presidency and the Organization in general decided to carry out a verification process of the report with regard to the new requirements of version G4 through an auditing body that validates the truthfulness of the information submitted by us, being consistent with the principles of quality and contents established by the Global Reporting Initiative for the elaboration of sustainability reports.

The decision to verify the report seeks to strengthen the credibility of the information to stakeholders and to those to whom this report is addressed, it also seeks the improvement of the company's information systems, to strengthen the control environment that must support any commitment to sustainability and the consistency and traceability of the information and data to be submitted.

The materiality matters check will be conducted once the design and layout of the report is ready, it will not have any changes as it has already been verified.



We hereby ask for an extension period in order to be able to post a COP that describes our company's efforts and progress to implement the principles of the UN Global Compact. Our new COP report will be posted on the UN Global Compact website by 10<sup>th</sup> November at the latest.

Sincerely yours,

A handwritten signature in black ink, appearing to read "JCM", written over a faint, larger version of the same signature.

JUAN CARLOS MORA USCATEGUI  
Business Development Manager