

# GUIDE OF **GOOD** **SUSTAINABILITY** PRACTICES





# INTRODUCTION

This guide seeks to inform our stakeholders of a set of possible actions to be carried out focused on mitigating the negative impacts and enhancing the positive ones that affect the environment and sociocultural factors, derived from the operation of fairs and events. We know that its implementation requires a collective effort to change habits, which, although easy to assume, require will and commitment.

Due to the foregoing, Corferias invites collaborators, suppliers, the neighboring community, contractors, clients, exhibitors and visitors to adopt these good practices to promote the Sustainable Development of the Sector and the exercise of Corporate Social and Environmental Responsibility of the Corporation and of all involved in the execution of fairs and events.

# Let's understand sustainable development



**Sustainable development** can be defined as development that meets the needs of the present without compromising the ability of future generations to meet their own. (Brundtland Report), 1987.

To reach the **sustainable development**, it is essential to harmonize three basic elements: economic growth that seeks to generate value for the maintenance of the organization over time, **social inclusion** from the fair, responsible and transparent engagement with stakeholders, contributing to the well-being of individuals and the construction of a better society and the protection of the environment, understood from the conservation of natural resources and the natural environment that surrounds the organization to avoid or mitigate the damage caused by the operation thereof. 

## Universal principles to achieve Sustainable Development:

To attain **Sustainable Development**, it is necessary to implement a series of actions, contemplated through **17 Sustainable Development Goals (SDGs)**, which act as a compass when it comes to harmonizing national plans with the global commitments of countries on this issue. The SDGs, also known as Global Goals, were adopted by all Member States of the United Nations in 2015 as a universal call to end poverty, protect the planet and ensure that all people enjoy peace and prosperity by 2030. 

<https://www1.undp.org/content/undp/es/home/sustainable-development-goals.html>





## What is a sustainable event:

According to the **United Nations Environment Program – UNEP**, a Sustainable Event, "is that event designed, organized and developed in such a way that potential negative environmental impacts are minimized, and that a beneficial legacy is left for the host community and all those involved".

## Principles to hold a sustainable event (ISO20121:2013)

- **Inclusiveness:** Inclusion refers to all stakeholders, regardless of race, age, gender, color, religion, sexuality, orientation, culture, national origin, income, disability (mental, intellectual, sensory and physical) or any other form of discrimination.
- **Integrity:** Adherence to the ethical principles of honesty, transparency and correct behavior according to international standards of accepted behavior.
- **Responsibility:** Responsible commitment to sustainable development through the environmental, social and economic footprint of a sustainable event, as well as the social progress, and the value contribution it provides to individuals, organizations, communities and competent authorities.
- **Transparency:** Degree of openness of an organization about the decisions and activities that affect society, the economy and the environment, and its willingness to communicate them in a clear, precise, timely, honest and comprehensive manner. Transparency also includes openness about the results of decisions and activities.

## What to do to make an event sustainable:

- **Reduce the consumption** of resources and materials, **reuse materials** for other upcoming events and **Recycle Waste** that cannot be reused
- **Reduce** energy and water consumption (lighting, air conditioning and efficient and sustainable architecture)
- **Protect** the habitat of animals and plants
- **Favor** sustainable mobility (travel with less environmental impact)
- **Avoid** atmosphere contamination
- **Avoid** noise and light pollution
- **Distribute** healthy and environmentally-responsible food
- **Procure** the purchase of products and services from local, fair trade and sustainable culture
- **Disseminate** local culture
- **Pursue** local manpower hiring
- **Sensitize** attendees about respect for their environment
- **Use** technologies for disseminating information
- **Formalize** and communicate the event's commitment to sustainability and publish the results of the actions implemented for the event's sustainability
- **Apply** the Principles for a Sustainable Event



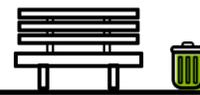
## Benefits of managing sustainability at fairs and events:

**According to the Quality and Excellence Blog of IsoTools Excellence**, holding events that implement sustainability criteria can bring the following benefits:

- **Collaboration** in strengthening the local economy
- **Reduction** of the carbon footprint of the event
- **Demonstration** before third parties of the public and ethical commitment to society, the environment and sustainability, generating bonds of loyalty with the organization and with the event
- **Improved** control over the supply chain, as a consequence of the actions carried out by suppliers and contractors
- **Reduction** of costs, as a consequence of the decreased consumption of resources and the optimization of processes to make them more efficient
- **Increase** of competitiveness and access to new markets that are increasingly demanding and specialized in search of added value,
- **Improved** reputation and coherence with the Social Responsibility and Sustainability policy, both for the companies that promote it and for those that manage and organize the event

<http://eventossostenibles.org/wp-content/uploads/2014/03/Manual-ES-v4.pdf>

<https://www.isotools.org/2016/04/26/iso-20121-sistema-gestion-eventos-sostenibles/>





# OUR SUSTAINABILITY POLICY

At Corferias we understand our role as Generators of Opportunities and Progress

This is why we envision **sustainability** as a set of actions that integrate environment protection, good administration of resources, safety and social responsibility, as part of the planning of our fairs and events; strategies aimed at contributing to the well-being of our stakeholders and compliance with the **Sustainable Development Goals**.

We invite you to learn about our Sustainability Policy and our progress in this regard here <https://corferias.com/es/responsabilidad-social-y-sostenibilidad/>





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# 1. ENVIRONMENTAL DIMENSION



In the framework of **2030 Agenda**, **environmental sustainability** implies, on the one hand, the reduction of damage to the environment, and on the other, the role of natural resources and ecosystem services in human well-being, economic opportunities, and social and ecological resilience.

Taking this premise into account, in order to mitigate the impacts derived from the operation of fairs and events, it is necessary to **manage** the efficient use and saving of water and energy, **promote** the conservation of biodiversity, properly manage waste and measure the carbon footprint to establish future mitigation measures and compensation actions applicable to the fair and/or event.



# 1.1 Energy Management:

The energy used in daily activities, whether at home or in industry, impacts the environment and has an economic cost. Hence, if its consumption is rationalized, **finances are relieved and, in turn, pollution is reduced**. To generate electrical and mechanical energy, the use of fossil fuels such as coal, gas and oil is required, which produce large amounts of gases during the combustion process and directly increase the greenhouse effect and, therefore, global warming.

Taking into account the above, it is of vital importance to **protect the planet**, while securing the future for generations to come. Below are some energy saving practices, which are intended to encourage responsible consumption of this resource, through easy-to-apply strategies:

## At fairs and events:

- In the assembly of stands and areas, use paints and materials on ceilings, walls and floors in **Light colors** to take advantage of its high reflectivity indices.
- **Unplug appliances** when you don't use them. Keep in mind that computers consume energy, even when they are turned off.
- Unplug the **chargers of cell phones** to avoid excessive consumption.
- Use **stabilizers and/or voltage regulators**, UPS, boards, regulated, fuses, step-up transformers, etc., to reinforce the protection of computers, electronic equipment and machinery with electronic controls.
- Configure the equipment (computers, photocopiers, printers, scanners, etc.) in **Energy save mode** if they have that option, since electricity consumption can be reduced by up to 50%.
- Be careful when **doing the assembly**, avoid the warehousing and storage of elements or merchandise that may come into contact with power distribution strips or other elements that may generate failures or short circuits.



## In the office:

- **Turn off** the lights you don't need.
- Take advantage of the **natural lighting**: open the vertical blinds and windows before turning on the lights.
- Turn off computers, printers and other electrical devices once the work day is over or when **you are not using them**. If you leave for long periods, at least turn off the display.
- **Unplug appliances** when you don't use them. Keep in mind that computers consume energy, even when they are turned off.
- **Unplug the chargers** of cell phones to avoid excessive consumption.
- Configure the equipment (computers, photocopiers, printers, scanners, etc.) in **Energy save mode** if they have that option, since electricity consumption can be reduced by up to 50%.
- If the printer is for individual use, keep it turned off. If it is shared by multiple users, **turn it off at the end of the workday**.





## Maintenance and improvement in technology:

- Design a preventive program in which the cleaning and general maintenance of lamps and luminaires is established once a semester. Keeping them free of dust and in good condition implies **savings of up to 20%** in electricity consumption and guarantees better luminosity.
- Change the old halogen bulbs or incandescent tubes for energy-saving luminaires such as **LED or CFL technology** (Compact Fluorescent Lamp or better known as "saving light bulbs"); this will achieve a 10% higher luminous flux with lower consumption and longer useful life.
- Sectorize the **lighting circuits**, so that the lights can be connected by work areas; this way, large areas will not remain lit for one or two active workstations.
- Check that the energy control devices; thermostats, programmers, timers and valves **operate correctly**.
- Consider the **energy consumption of products** as a purchase argument.
- Evaluate the implementation of **renewable energy** corresponding to those energy sources based on the use of natural resources such as the sun, the wind or plant or animal biomass, characterized by not using fossil fuels, but natural resources capable of unlimited renewal.



## At home:

- Turn off the lights when you leave and when **you don't need them**. Regularly clean light bulbs and luminaires. The dust does not allow them to illuminate well.
- Place the fridge **away from heat sources**. Open its door as little as possible. Do not put hot food in, let it cool down before refrigerating it.
- Keep clean and/or periodically replace the **vacuum cleaner filter**, to prevent motor overload.
- Use **energy saving light bulbs and energy saving lamps**; electrical power consumption can be reduced by up to 80% and they last up to 10 times longer. Additionally, you may prevent almost half a ton of CO2 from being emitted into the atmosphere.
- Do not leave **cell phones and computers plugged in**, because you waste energy and you can also damage the battery of these elements.
- Prefer the use of screen savers without images (black); with this simple measure **you will save 7.5W** compared to other screensavers.





## 1.2 Waste Management:

Having a color code that determines the use of plastic bags helps to correctly identify the type of waste that should be deposited in each bag. In this way, a good waste separation program can be undertaken at the source and it facilitates the tasks of recycling and recovering thereof.

### Consequences on human health:

**Occupational risks:** these are generated when the workers who are in charge of waste management are exposed to handling **hazardous waste with ordinary waste**.

**Vectors and pests:** accumulated residues and drains blocked by debris create an environment conducive to vector reproduction, causing a **rise in infectious diseases** such as cholera and dengue.

**Consequences in the environment:** The main emissions derived from the disposal of solid waste are the generation of gas and leachate. Main **adverse effects** of solid waste disposal in a sanitary landfill include:

- Greenhouse gases.
- Depletion of the ozone layer.
- Bad odors.
- Damage to vegetation and ecotoxicity.
- Soil contamination.
- Contamination of surface and underground water.
- Air contamination.

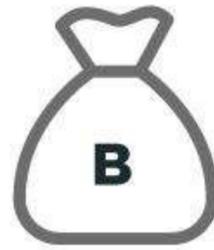
Given the above scenario, the commitment of society is necessary and urgent so that, together, we contribute to mitigating this problem through the proper management of the waste generated.





## Separation of waste at the source :

Corferias has adopted the color code for the classification of waste established by the environmental legislation in force in Colombia, applicable to businesses and homes, the which corresponds to:



**In the white bag the recyclable material is deposited, such as:**

**Paper and paperboard:** notebooks, newsprint, cardboard, magazines, cardboard, tetra pack, telephone directories, cereal boxes.

**Plastic and Styrofoam:** beverage bottles and bottles of cleaning products, lids, bags, packaging and packages, water bottles, plastic utensils, buckets, plates, cups, punch bowls, cutlery

**Glasses:** bottles, colognes, spirits, cosmetics, jars.

**Metals:** cans, jars, aluminum, pots, scrap, copper, tin, nickel, bronze, steel, silver, antimony and zinc.

### Remember:

*\*Keep in mind that the paper and cardboard must be dry.*

*\*Plastics, glass and metals must be clean and dry; if it is not possible to wash them, they must at least be drained and cleaned with a napkin.*



**The material that is not usable must be deposited in the black bag:**

**dirty or wet paper,** plastic-coated, carbon paper, photography and adhesive.

**Ordinary waste:** dirty napkins, used disposable plates, cups and cutlery.

**Sanitary waste** are all waste, whatever its state, generated in health centers, including packaging, and packaging waste, which contain them or which have contained them.



**Organic waste must be deposited in the black bag:**

**Food waste:** fruit and vegetable peels, seeds, egg shells, food scraps.





## Hazardous, special and WEEE waste



The **waste from electrical and electronic equipment - WEEE** has special characteristics and should not be thrown in the trash with ordinary waste, because it contains dangerous components such as lead, mercury, cadmium, oils, thinner, gasoline, plastics, rubber, among others, that cause damage to health and the environment.

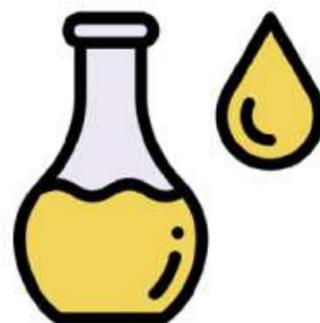
Waste from **energy-saving batteries and light bulbs is also dangerous**, because it contains mercury, lead, nickel and cadmium, which when ingested or inhaled by living beings cause serious damage to health.

Other residues that cause a great impact on health and that can **cause poisoning, are the pesticides**, especially household insecticides used to control mosquitoes and bugs.

The above waste must be delivered to post-consumption programs according to the type; for this you can contact the Secretary of the Environment of your place of residence, they can provide you with information on this type of program. An example may be that of **Grupo Retorna**, which is the alliance of corporations belonging to the **ANDI's special post-consumption project (Cierra el Ciclo, EcoCómputo, Pilas con el Ambiente, Red Verde, Recoenergy and Rueda Verde)**, which provide a comprehensive solution to the consumer to carry out the environmentally safe management of waste from: Household pesticides, computers and peripherals, batteries, electrical appliances, lead acid batteries and tires. <https://www.redverde.co/index.php/grupo-retorna>

You can contact handlers for the disposal of used oil such as Bioils or Ecopositiva.

If it is not possible to deliver directly to these organizations, you can go to the recycling stations of large supermarkets or shopping centers, as these sites generally have programs and alliances for the responsible management of this waste.



### Oil Handling:

Used cooking oil residues are classified as special waste, as the improper handling thereof, such as pouring them down the kitchen siphons, generates contamination in the water, the soil and, in turn, damages the pipes of the sewage system.

## Management of oil waste at home:

In the case of oils, keep in mind:

1. Once you have finished using the oil, you should let it rest until it is cold.
2. Remove food residue and later deposit it in a plastic bottle just for this purpose.
3. Try to accumulate the used oil until the bottle is full.

## Management of oil waste at the venue:

Dispose of cooking oil waste taking into account:

1. Register as a generator of used vegetable oil (AVU) in the pages of the Secretary of the Environment of your municipality.
2. Select a supplier that is registered as an authorized transporter and collector before the Secretary of the Environment of your municipality.
3. Once you have finished using the oil, you should let it rest until it is cold.
4. Remove food residue and later deposit it in a plastic bottle just for this purpose.
5. Try to accumulate the used oil until the bottle is full
6. Deliver the waste periodically to the handling entity
7. Upload the final disposal reports on the website of the Secretary of the Environment of your municipality.

If for any reason you do not have an authorized supplier, inform the Corferias Services area to deliver this waste to the cleaning personnel, which the Corporation will later dispose of and report to its authorized handling entities; keep in mind that this service it has no cost.



## Waste management on the venue:

Use the ecological trios located in the venue. Deposit the waste in the corresponding bin according to the labeling of each one of them.

### If you are an Exhibitor, bear in mind that:

In accordance with the logistics operation planning, **waste evacuation frequencies and routes have been established**, depending on the type of fair and/or event, which are removed from the premises and transferred to temporary collection points for later classification and final disposal according to the type.

The leftover scraps of wood, sheets or flooring from the “stand” assemblies must be removed and disposed of in accordance with current regulations for special waste. If for some reason it is not possible to remove them, you must coordinate collection and final disposal with the Corferias service area.

**Follow the recommendations** given to you for waste management at the stand, which are socialized in the exhibitor meetings, exhibitor manual and its attached documents.

### If you are part of the Food and Beverage operation, Food Court Concessionaires or if you are a Food exhibitor, keep in mind the following:

**Separate waste in plastic bins** located at each point following the defined color code; **keep the space tidy and clean** where waste is temporarily stored; **coordinate with the cleaning logistics supervisor** the collection frequencies, according to the programming of the fair and/or event for its removal from the premises and final disposal. If you do not have a handler to dispose of your oils, inform the service area, the pavilion supervisor or the cleaning supervisor to **coordinate the collection** of used vegetable oils in accordance with current regulations.

### If you are a Visitor:

Use the ecological trios located in the venue. **Deposit the waste in the corresponding bin according to the labeling of each one of them.** In accordance with the logistics operation planning, waste evacuation frequencies and routes have been established, depending on the type of fair and/or event, which are removed from the premises and transferred to temporary collection points for later classification and final disposal according to the type.



## Bear in mind:

- The waste resulting after sweeping the stand should not be thrown in the **hallways or in common areas.**
- The corridor of **pavilions 11 to 23** overlooking Carrera 40 must be organized. Please do not use this area as a storage facility.
- Do not leave in the hallways, **paint residues, brushes, solvents, glues, burlaps, etc.** These must be removed and disposed of as set out in the current regulations for hazardous waste.



## 1.3 Water management:

Water is a vital element that guarantees the **human development and well-being of society**. The decrease in water consumption translates into money savings and, on the other hand, contributes to **mitigating environmental impact** and guaranteeing the future of the next generations, in other words, saving water contributes to Sustainable Development.



### Saving water at home:

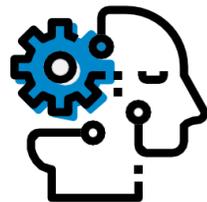
- Do not defrost food under running water. Take them out of the freezer well in advance and defrost them in the fridge.
- Close the faucet while you soap the crockery, while you wash your hands and brush your teeth.
- Watch for water leaks from faucets. The dripping of a faucet represents the waste of 30 liters per day, that is to say more than 10,000 liters per year!
- Take a shower instead of taking a bath and turn off the faucet while applying soap. While in each shower between 30 and 40 liters of water are consumed, between 100 and 250 liters are needed per bath in the tub.
- If the hot water output in the shower is not instantaneous, take advantage of the initial cold water to fill a container or bucket and use it later for any other purpose (bathroom cistern, scrubbing, watering, etc.).
- Don't use the toilet as a wastebasket; water is wasted unnecessarily. You will also avoid overloading the wastewater.
- It is not necessary to wash the car every week, do it only when it is essential.



- It is much more efficient to take the car to a car wash than to wash it by hand. If you prefer to do it yourself, do not use a hose, replace it with a bucket and sponges; this way you will be able to save approximately 300 liters of water and incidentally, you will avoid a sanction contained in the Police and Coexistence Code and the National Traffic Code.
- Water the plants first thing in the morning or after the sun has gone down. One or two irrigation sessions per week is usually sufficient, it is better to water less frequently, but in greater quantity than very little water often.
- Make the most of the capacity of the washing machine and try to always work with a full load, without overloading it. Avoid pre-washing whenever possible.
- Fill the washing machine well and choose the appropriate program depending on the level of dirt.

### Maintenance and improvement in technology:

- Consider installing single-handle faucets in bathrooms and kitchens. These systems, in addition to giving a more modern appearance, are eco-efficient because they regulate the flow of water in a single movement, which leads to less waste of the resource.
- Install flow reducers - these devices are incorporated in the pipes of the taps to prevent water consumption from exceeding a certain consumption (normally 8 liters / per minute).
- When shopping for washing machines, prefer front-loading ones that typically use less energy and water than top-loading ones.
- Take advantage of rainwater, through an easy-to-implement system that consists of using the roofs of buildings as collectors, collecting it through channels or drains to channel it through downspouts, and storing it in a bin, which is enabled based on subsequent domestic uses (irrigation, washing machine and toilets). With this type of adjustments, it is estimated that up to 80% of the resource demanded in a home can be saved.



### Saving water in the office and on the premises:

- Report to maintenance personnel, through logistics or security personnel, the existence of leaking or damaged cisterns and taps so that they proceed to repair them. A leaky faucet loses more than 100 liters of water per month.
- Do not throw paints, solvents or other hazardous liquid waste in the toilet basins, siphons, sumps or sewage network.
- Use cleaning products that are not concentrated and the least toxic possible, buy those that do not contain phosphates or chlorine and strictly follow the manufacturer's instructions regarding the dosage of cleaning products.
- Whenever possible, use mechanized cleaning systems, such as sweepers, brushes, brooms, instead of throwing water by flushing, which requires a large amount of water.
- When irrigating green areas in the venue, use the necessary water. Install drip irrigation systems as they allow you to save a large amount of water and include a timer in the system to optimize irrigation time and the most appropriate hours to do it, when sunlight levels are lower.
- Organize meetings and talks with the cleaning staff of the stand aimed at applying good practices when carrying out the activities.
- Do not pour potentially polluting products or waste into the public collector network.
- Do not pour wastewater with cement or other products after cleaning machinery and tools. Collect and reuse these liquids and proceed with their controlled evacuation
- Carry out inspections of the water networks to detect leaks and avoid overconsumption due to breakdowns or malfunctions. One drop of water wasted per second becomes 30 liters at the end of the day.
- Do not use the sinks of the sanitary units as washing areas.





## 1.4 Biodiversity protection:

Biodiversity is the variety of life forms on Earth, according to the United Nations Educational, Scientific and Cultural Organization - UNESCO, and ranges from microscopic viruses to the largest animals on the planet.

According to the Alexander Von Humboldt Biological Resources Research Institute, **Colombia shares with Brazil the first place in the world in terms of biodiversity. It is the first country in diversity of birds and orchids; the second in plants, amphibians, river fish and butterflies; the third in diversity of reptiles and palms and the fourth country in diversity of mammals.**

The Colombian location and geography, with vast plains and mountainous areas, represent the great climatic diversity and abundance of current natural resources. However, Colombian biodiversity has shown an average decrease of 18%. The greatest threat is the loss of natural habitats, usually related to expansive agriculture and ranching.

Added to these factors are the risk of biological invasions, information gaps, the presence of invasive species, changes in climatic conditions and various human activities such as deforestation, illegal mining, illicit crops, overexploitation of wild species, traffic, hunting, predation, water pollution and urban and industrial expansion, among others. (Factors of biodiversity loss in Colombia) (<http://www.humboldt.org.co>).

Favoring the balance of nature to preserve biological diversity is everyone's responsibility; therefore it is necessary to implement certain measures aimed at it, below we share some:

### a. Use of pesticides and fertilizers:

The products used against pests and insects contain chemical elements that pollute the water and the atmosphere, affecting plants, fish and other aquatic species and wildlife populations. For this reason, prefer using **organic products** that are friendlier to the environment.

### a. Buy green:

Corresponds to the purchase of products that respect the environment; consult the labels of the products before buying them, find out about the **raw materials used in its manufacture**, ask yourself if you really need that product and what you will do with its packaging after you use it to avoid more waste, check the seals and certifications. Currently, there is a wide range of friendly products on the market, prefer those brands that are sustainable and seek the preservation of natural resources.

### a. Say NO to the purchase of wild species:

**Do not buy species of wild fauna and flora**, this has been one of the main causes of the loss of biodiversity in Colombia.



### What to do if you find a wild animal?

If you find a wild animal, you must report it to the District Secretary of the Environment through the following means:

Wildlife Group service window: 3778925 PBX SDA:  
3778899

E-mail: [fauna@secretariadeambiente.gov.co](mailto:fauna@secretariadeambiente.gov.co)

**d. Become a volunteer:**

Participate in **volunteer activities with foundations and NGOs** that promote the protection and care of biodiversity. Examples of activities can be: cleaning riverbeds, recovery of degraded areas, helping to conserve natural spaces, raising awareness among the population about the importance of conserving them, helping to restore habitats of threatened species and forest ecosystems of high ecological value, **among many other initiatives.**

**e. Practice ecological tourism:**

Thanks to **ecotourism**, numerous places in the world are protected from deforestation, hunting or pollution while at the same time boosting the value of natural and cultural wealth and promoting the development of trade and local communities.

**f. Avoid the use of aerosols:**

Some aerosol products such as lacquers, deodorants, insecticides, paints, synthetic foams, etc., contain **chlorofluorocarbons – CFCs**, generic name of a group of compounds containing chlorine, fluorine and carbon, which are used as agents that produce cold and propellant gases. Experts affirm that these chemical elements can remain active in the atmosphere for more than a hundred years, moving slowly through it, and thinning the ozone layer.

**g. Use your car less:**

Even if you have a car, consider other options such as **using public transport, walking for short distances or using a bicycle.** When you use your car, share it, organize with co-workers and friends routes and schedules safely. In addition to improving coexistence and productivity, it helps protecting the environment and reduces expenses.

**Bear in mind:**

- Avoid the **direct handling of animals.**
- **Do not throw objects** that may hurt the animal.
- **Do not keep the animal in captivity** or as a pet.
- **Avoid forcing it to eat.**
- **Transfer the animals.**



## Our flora and fauna protection policy

In accordance with the provisions of the current regulations of wild fauna **preservation, protection, conservation and management**, which is of social interest and public utility, the venue is committed to:

- **Preventing the sale or consumption** of species or products derived from flora and fauna prohibited by law.
- Abstaining from executing or supporting activities aimed at **collection, marketing and/or trafficking of animal or plant species**, lacking the respective licenses granted by the competent environmental authorities.
- Requiring exhibitors to abstain from marketing or trafficking wild fauna and flora species **in their venue activities**, as this is penalized by the law and the corresponding authorities.
- Prohibiting access to the venue of unauthorized vegetable materials or live animals , in order to **avoid the export and import of threatened or endangered species.**
- Require exhibitors to comply with the legal requirements for the **proper exercise** of wild fauna utilization in the different fairs.





## 2. SOCIO-CULTURAL DIMENSION

► Fairs and events, which favor the promotion of respect and the valuation of culture, the historical heritage and promote the respect for human rights, wellness and development of local communities.



## 2.1 Knowing our environment:

### 2.1.1. Corferias and Ágora Bogotá

Located in area number 13 of the Capital District that corresponds to Teusaquillo, which limits to the west, with Avenida Carrera 68, to the south, with Calle 26, Avenida de las Américas, Calle 19 and the Cundinamarca Railway, to the north, with Calle 63, and to the east, with Avenida Caracas. Its geographical area is 1,419 hectares and its population is 140,767 people, although it is estimated that the floating population it receives daily amounts to more than 400,000 people. (<http://www.bogota.gov.co/localidades/teusaquillo>).

**Teusaquillo is a privileged town due to its strategic location**, its wide cultural, sports, recreational and gastronomic offer, the valuable historical heritage that it houses in its neighborhoods, the great strengths that it has as a business center and future development projects in the area.

Likewise, it has a great wealth of vegetation, represented by 61,286 trees, which places it as the second locality with the largest number of trees in Bogotá, which is equivalent to one tree for every **0.44 inhabitants**.

The vegetation is typically urban, among the native species the Oak and Rubber Sabanero, the Cherry, Guayacán de Manizales, Sietecueros, Chicalá, Colombian Pine, Walnut and Cedar stand out, among others. Among the foreign exotic species are the Cape Jasmine of Australian origin, Japanese Acacia, Urapán, Sauco, Black Acacia, Nazareno, Eucalyptus Roso, Patula Pine, Monterey Pine, Araucaria and Eucalyptus Globulus.

The town has **45 bird species**, most of them transitory, such as the hummingbird, the Andean orange-legged blackbird, the glossy thrush and the tufted crested bird. A wide diversity of **migratory species** such as the gray heron, the barraquete duck, the Lenten eagle and the peregrine falcon, among others.



## Tourist attractions:

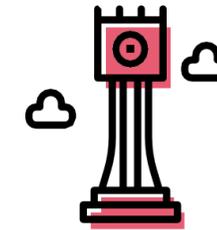
Among the great attractions of Teusaquillo, is the Simón Bolívar Metropolitan Park, the largest and most important in the city due to its strategic location, its large green areas and the number and variety of settings that comprise it. This "lung of the city" is the epicenter of major sporting and cultural events; the Nemesio Camacho El Campín Stadium, an emblematic capital stage that was built on land donated by the Camacho family, one of the most prominent in the Capital at that time and currently gathers around 60,000 people.

Teusaquillo is also home to one of the most impressive and attractive libraries in the city, the Virgilio Barco Public Library, which was designed by the famous architect Rogelio Salmona and has a circular structure surrounded by large green areas, gardens and water mirrors, with ramps and terraces. that offer a panoramic view of the city. The town is home to the Universidad Nacional de Colombia, a historic nucleus also known as the University City or White City, consisting of 17 buildings that have been declared a National Monument and are representative of the last 60 years of Colombian architecture. From the institutional point of view, Teusaquillo is the seat of the Council of Bogotá and the complex of government institutions known as the National Administrative Center - CAN.

In the area, we find the traditional Antonio Nariño Urban Center - CUAN, a residential complex, pioneer in urban planning and residential architecture of the modern movement that has the same spirit of modern architecture that inspired the Housing Unit of Marseille (France) and was built under the concepts of the World Congresses of Modern Architecture, with principles such as the concentration of units in residential blocks in the middle of a larger property, with ample spaces for trade, passive and active recreation, sports, education and worship. Due to its great architectural value and historical and cultural representativeness, it was declared, according to Act No. 07 of December 15, 2000, a National Asset of Cultural Interest.

Another urban space of great recognition is the "Park Way", a transverse park located in the traditional neighborhood of La Soledad, surrounded by urapanes with boulevards and paths, around which cultural scenes, restaurants and cafes have been concentrated, which allow it to be projected as a great cultural corridor for the city.

The cultural offer of Teusaquillo is so wide that it has a great variety of scenarios: Teatro Santa Fe, Teatro Cádiz, Casa E, Ditrambo Teatro, Corporación de Teatro y Cultura Acto Latino, Centro Cultural Llanero, Títeres y Teatro Libélula Dorada, Casa del Teatro Nacional, Teatro Fundación Ernesto Aronna, Ballet Folclórico Tierra Colombiana, among others. Likewise, the development of business tourism has generated an increase in the number of hotels and a greater development of tourist services.



## Monuments in Teusaquillo:

Get to know the monuments located in the public space of the Town and that constitute the Material Heritage of the Nation.



### Bust of Fabio Lozano Simonelli

**Author:** Fernando Montanes

**Opening:** May 24, 1988

**Location:** Separator of Calle 37 and Av. Caracas

The monument to the lawyer, journalist and liberal essayist was erected at the initiative of the national and district government of the time.



### Antonio Baraya

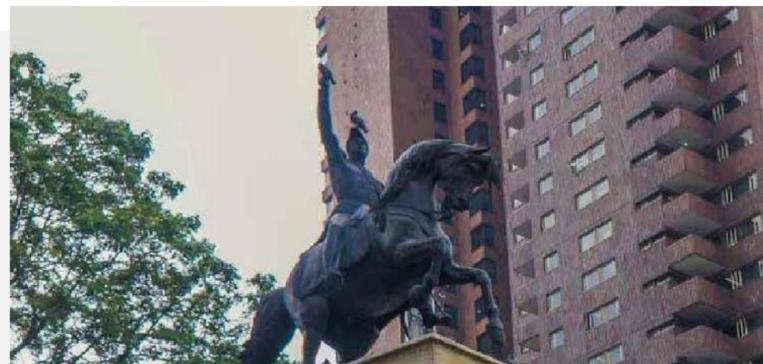
**Author:** Bernardo Vieco

**Opening:** August 9, 1942

**Opening:** August 9, 1942

**Location:** Carrera 13 # 39-24

In homage to the hero of Independence (1770 -1816)



### Jose de San Martin Monument

**Author:** Reproduction of the equestrian statue of Joseph Louis Daumas

**Opening:** May 20, 1941

**Location:** Calle 32 N. 13-7

In homage to the Argentine General, one of the most outstanding personalities of the American emancipation war.



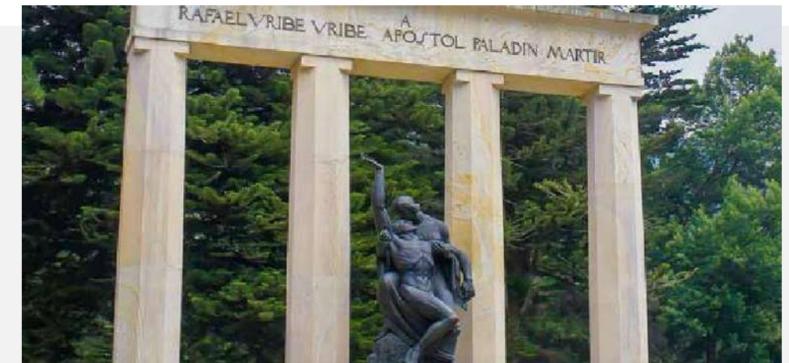
### Monument to José Prudencio Padilla

**Author:** Gerardo Benítez

**Opening:** July 24, 1966

**Location:** Carrera 24 # 37 Park Way

Monument in bronze financed by the Navy. After its location, the place was the scene, for several decades, of different ceremonies and parades organized by the Armed Forces.



### Monument to Rafael Uribe Uribe

**Author:** Design by Alfredo Rodríguez Orgaz and Victorio Macho, sculptural group executed by Victorio Macho and reliefs by Bernardo Vieco.

**Opening:** October 27, 1940

**Location:** Parque Nacional

Commemorative monument to General Rafael Uribe Uribe (1859 - 1914). The financing of the statue was in charge of the Ministry of Public Works of the time.



## 2.1.2 Gran Carpa Américas

Located in **area number 16** in Bogotá called Puente Aranda, which owes its name to the bridge that crossed the muddy land of Don Juan Aranda over the Chinúa River, later called San Francisco, built by Francisco de Anuncibay who arrived in Nueva Granada around 1573. The bridge existed until 1944, the date on which the construction of the Avenida de las Américas began.

Puente Aranda limits to the north with the town of Teusaquillo, to the south with the town of Tunjuelito, to the east with the towns of Los Mártires and Antonio Nariño and to the west with the towns of Fontibón and Kennedy. **Its extension is 1,731 hectares** of which **48 correspond to protected areas** such as parks, rivers and canals. The town is made up of 5 Zonal Planning Units (UPZ).

With the industrial development of Bogotá, the town began to become the headquarters of a multitude of small manufacturing companies and over time in the current important industrial center. However, it has **16 large residential areas**, an outstanding number of parks and green areas, and a cultural and artistic base with recognition at the local and district levels, made up of organizations that have excelled mainly in music, dance, visual and performing arts. Currently, **22 organizations make up the Corporación Casa de la Cultura de Puente Aranda**, whose mission is to promote art, culture and heritage through a network of nodes located in community halls in the town. The population of this town is approximately **225,220 inhabitants**. ([www.culturarecreacionydeporte.gov.co](http://www.culturarecreacionydeporte.gov.co))

## Cultural scenarios in Puente Aranda:

### Antonio Nariño Museum House

Former Hacienda de Montes La Milagrosa in Parque Ciudad Montes, construction from the end of the 17th century in which Antonio Nariño lived, which is a **monumental conservation**, currently administered by the IDRD.

### Nestor Forero Alcalá Public Library

It is part of the **Capital Network of Public Libraries (Biblored)**, provides its services in the facilities of the Local Mayor's Office in the Veraguas neighborhood, with a cultural and educational agenda.

### Estates of cultural interest

In the **Puente Aranda industrial area**, we find old buildings that are now valued and resignified, as in the case of the Matadero Municipal, which will soon become a library. Other important buildings are: the old printing press of the Banco de la República, the Sager Building, Bodegas Añejas Wines and the Gorgonzola power station. Other assets of cultural interest are the San Gregorio Magno Church, the Colegio Distrital la Merced (1839) and campus B of the Colegio Salesiano León XIII.

### Ciudad Montes Park

One of the most representative of Bogotá, built on the old premises of the **Hacienda de don Antonio Nariño**, intended for recreational activities, the generation of environmental and cultural values, family gatherings, to stimulate local artistic recreation and to not forget the collective memory among others.

Other important recreational and sports venues are the Alquería stadium, the Jazmín park and coliseum, the La Fragua, Milenta, and El Tejar zone parks, and more than 200 neighborhood and pocket parks throughout the town. ([www.culturarecreacionydeporte.gov.co](http://www.culturarecreacionydeporte.gov.co))



### 2.1.3 Puerta de Oro

Located in the city of **Barranquilla** on the emblematic Via 40. Puerta de Oro, Caribbean Events Center is the **most modern business resort** destined to the realization of fairs, events and conventions.

#### Tourist boardwalk:

Since its opening in July 2017, the **300 linear meters and 20,000 square meters of area facing the Magdalena River** have become an obligatory stage for tourists and Barranquilla residents. The Gran Malecón is open to the public from Monday to Sunday, from 6:00 am to 10:00 pm On weekends, they delight visitors with a varied program of free musical shows by local artists.

<https://granmalecon.com/como-llegar/>



#### Fairgrounds:

Property of **85,000m2** that make it the largest event center in the Region. It has a column-less pavilion of 7,830m2 and 14m high.

[http://www.puertadeoro.org/portfolio\\_item/puerta-de-oro/](http://www.puertadeoro.org/portfolio_item/puerta-de-oro/)

We invite you to visit the site "Cities and Spaces" in our Web page

<https://granmalecon.com/como-llegar/>





## Our policy for the protection of cultural heritage and handcrafts

Aware that the **cultural heritage is an element of social cohesion** and that the handicrafts sector is of great importance for the cultural and economic development of the country, to contribute to the conservation, appreciation and promotion thereof in the fairgrounds, we focus our policies on:

1. Development of products to generate spaces that allow for the **responsible dissemination of material and immaterial cultural heritage** and, likewise, provide opportunities for exhibitors to generate business and marketing contacts, which result in the economic benefit of those involved in their production chain.
2. Prohibit **exhibitors and visitors** from illegally marketing or trafficking regional and national cultural assets, and ensure they behave responsibly towards the local community, with the conservation and proper use of cultural heritage.
3. Promote the **knowledge of material and immaterial cultural heritage** of the country with exhibitors and visitors through the different fairs and events held at the venue.
4. **Protect the surrounding heritage**, complying with current regulatory requirements related to the execution of infrastructure works.
5. Allow spaces in the venue for the **dissemination of information** on the cultural agenda of the city and the country.
6. Promote spaces for the participation of different **cultural manifestations** of the community.





## 2.2 Transport and Mobility:

From the environmental point of view, motor vehicles represent an important source of air pollution, emitting carbon monoxide (CO), carbon dioxide (CO<sub>2</sub>), nitrogen oxides, hydrocarbons and lead compounds into the atmosphere, which in addition to contributing to global warming and thinning the ozone layer, produce **harmful effects on human and plant health**, because this affects the respiratory system of the inhabitants and endangers the life of plants, crops and trees.

Hence, it is vital that citizens **use other means of transportation** that ease mobility and are less polluting.

Next, we present the **current alternatives** to get to the different venues:



# Sustainable Mobility

The **sustainable mobility** encompasses a set of processes and actions aimed at achieving the **rational use** of the means of transport for both individuals and professionals. The ultimate goal is to reduce the number of motor vehicles that circulate daily since they generate pollution and also significantly reduce the planet's fossil reserves. Let us be able to move around generating a **minimal environmental impact**.

<https://www.saint-gobain.com.co/movilidad-sostenible-que-es-y-como-beneficia-nuestras-ciudades>

**Within this model, mobility options include:**



## Public Transportation

Traveling by public transport reduces your greenhouse gas emissions, making it more convenient for the environment; likewise, avoiding the use of private vehicles reduces the number of vehicles in circulation and therefore shortens travel times, making cities less noisy.



## Bike

- It is the most economical and non-polluting means of transport.
- Prevents cardiovascular diseases.
- It takes up much less space than cars.
- Its massive use saves a lot of money in infrastructure



## Walking

Like the bicycle, it turns out to be an economical and non-polluting way of getting around, in addition to bringing multiple health benefits.



## Collaborative Transport

Sharing a private car is a good option for socializing and generating less vehicular traffic, which results in less greenhouse gas emissions, an increase in parking spaces, a reduction in traffic jams that result in shorter travel times and money savings by sharing fuel costs.

At present, there are different Apps that allow you to apply this model and travel more economically



## Electric Vehicles

The use of this means of transport protects the environment by not generating emission of polluting gases, they are not noisy, offer comfortable driving and require little maintenance, depending on the place where it circulates, they allow obtaining benefits associated with: lower tax rates, technical-mechanical inspections, mandatory insurance premiums, parking fees and non-application of mobility restrictions.





## Topics of interest:

In the Corferias Bogotá fairground, **El Parqueadero Torre (parking space)** has 1,700 places arranged on five levels, in addition to an area for motorcycles, while the **Parqueadero Verde** has 550 places distributed in three levels. From both areas and during the development of the massive fairs, **Corferias** offers free transfer service in a business class van to and from the fairgrounds.



The **Parqueadero Torre Corferias** has 120 free bicycle parking lots, while the Parqueadero Verde has 220 spaces. To use this service, the user must **fill out the access form** and bring a security wire-rope; visit here <https://corferias.com/es/ciudad-bogota/2021>



Ágora has a parking lot with capacity for 1,000 vehicles and 300 bicycles in two basements, with access through the **Calle 25 # 33-60**. It has two access ramps from the two adjoining streets, **carreras 38 and 40**. This parking lot has 12 access gates operating for both exit and entrance; visit here [https://agora-bogota.com/es/servicios\\_agora](https://agora-bogota.com/es/servicios_agora)

**Puerta de Oro** has 245 covered parking spaces and 400 uncovered parking spaces; visit here <https://corferias.com/en/city-barranquilla/2021>

To locate the routes that can bring you to the different venues, **take into account the recommendations of the Public Transport Systems** of the cities where we operate:

Mobility in Bogota

<https://www.sitp.gov.co>

Mobility in Barranquilla

<https://www.ambq.gov.co/nuestras-dependencias/subdireccion-de-transporte/rutas-de-buses-urbanos/>

Mobility in Medellin

<https://www.metrodemedellin.gov.co/viaje-con-nosotros/sistema-integrado>

<https://www.metropol.gov.co/movilidad/Paginas/transporte-publico/sitva.aspx>





## 2.3 Relationship with Contractors:

In order to fully comply with the regulations regarding **occupational safety and health**, each Corferias contractor company must ensure that its work team adheres to the following minimum requirements:

- a. **Carry the badge and uniform** that identifies you as a contractor, from the moment you enter Corferias.
- b. Use **personal protection elements** suitable for the development of activities within the Corporation.
- c. Carry and present the documents required to carry out the activities within the venue (**valid ARL card, certificates of work at heights, etc.**)
- d. Delimit the **work areas**.
- e. Control access of **its staff**.
- f. Maintain control over subcontractor personnel to **avoid entering restricted areas** or that do not correspond to your work area.
- g. Supply the tool, equipment, consumable materials, personal protection elements and **prevention measures needed** for every hazard in the workplace.
- h. Carry out daily inspection in the areas of work execution in order to **ensure compliance** of the rules.
- i. The contractor is responsible for complying with the **current legislation** in terms of Safety and Hygiene, Environment, Emergency Prevention and Control.
- j. **Strictly supervise** the personnel of your company to ensure they meet the requirements of Corferias.

Likewise, **prohibited actions** have been determined, including:

- a. Accessing the venue facilities to perform work as a contractor (during assembly and disassembly of fairs and events) **intoxicated or under the influence of hallucinogenic substances**.
- b. Bringing into the venue facilities, alcoholic beverages, narcotics, weapons or explosives.
- c. Conducting works **unsafely**, which could generate or materialize into an accident.
- d. Performing works that **generate risk** without using personal protection elements.
- e. Operating or moving equipment, materials, or tools **without authorization** of the person in charge.
- f. **Performing temporary installations** (electric, hydraulic or of any kind) if not authorized for such purpose.
- g. **Removing from the venue facilities** equipment, materials and/or tools without prior authorization.
- h. Transporting personnel in the forklift, on the footrests of vehicles, on the cabin, on top of materials or with toxic or flammable substances.
- i. **Blocking the exits** of buildings, street crossings or entrances to pavilions and parking vehicles in front of hydrants, fire fighting equipment or the infirmary.





## 2.4 Relationship with the Surrounding Community:

In order to **contribute to the improvement of the environment and strengthen ties with neighbors**, in 2011 the Corporation implemented the community relations strategy. Within the framework of this strategy, the C-Good Neighbor Program emerged, aimed at residents in the neighborhoods surrounding the fairgrounds, including: Quinta Paredes, La Luisita-Santa Clara, El Recuerdo, Centro Urbano, Gran América, Acevedo Tejada and the Antonio Nariño Urban Center.

During these years, the holders and their families have enjoyed several benefits, among which are free admission to the massive fairs organized by Corferias, in addition to a **wide range of cultural activities**, entertainment and training in topics of community and general interest.

To facilitate communication processes, in the same year, the first edition of the community newspaper **enlaC** was published - a means of communication that is distributed in the sector at no cost. By the month of April 2018, we had already issued 39 editions, 6 per year. In **enlaC**, in addition to the advances in the infrastructure projects that Corferias has undertaken as part of the Master Development Plan, news and projects of the Town and those that are of greatest interest to readers are disclosed.

## 2.5 Commercial Sexual Exploitation of Children and Adolescents:

**We vehemently reject child labor**, as well as any form of sexual abuse and exploitation of children and adolescents, and we make this clear in our corporate policy:





## Our Policy on the Rejection of Child Labor and CSEC

We recognize and fully comply with Colombian labor legislation and with principle No. 5 of the United Nations Global Compact on child labor. Therefore, **We do not accept or sponsor child labor or the commercial sexual exploitation of children and adolescents at any time in furtherance of our activities**, and we extend such condition to the operations of our suppliers and contractors. In accordance with the above, we commit to:

1. Adhere to the provisions regarding **minimum age** set out in Colombian law.
2. Use adequate and safe mechanisms for contracting **age verification**
3. Define and include contractual clauses on the **Respect for Human Rights**. Hence, we extend this responsibility to suppliers, exhibitors, and event organizers, in relation to the prohibition of forced or coerced labor, the abolition of child labor, discrimination in any of its forms, freedom of association and a safe work environment.

Regarding the **CSEC prevention**, we are committed to:

1. **Do not provide information** to national and international visitors or buyers about places where commercial sexual exploitation of children and adolescents is coordinated or practiced.
2. Adopt the **measures** aimed at preventing personnel linked in any way to Corferias from offering tourist services that allow sexual activity with children and adolescents.
3. **Report to the Ministry of Trade, Industry and Tourism, ICBF and other competent authorities**, the facts of which one had knowledge by any means, as well as the existence of places, related to the sexual exploitation of children and adolescents.
4. Abstain from directing visitors, or national and international buyers, directly or through third parties, to establishments or places where the **commercial sexual exploitation** of children and adolescents takes place.

### Attention Lines:

**National ICBF toll-free number:** 01 8000 918080

**Sexual abuse prevention line:** 01 8000 142440

**Children and Adolescents Police:** 01 8000 910600

**District Secretary of Health - Line 106**

Line 123

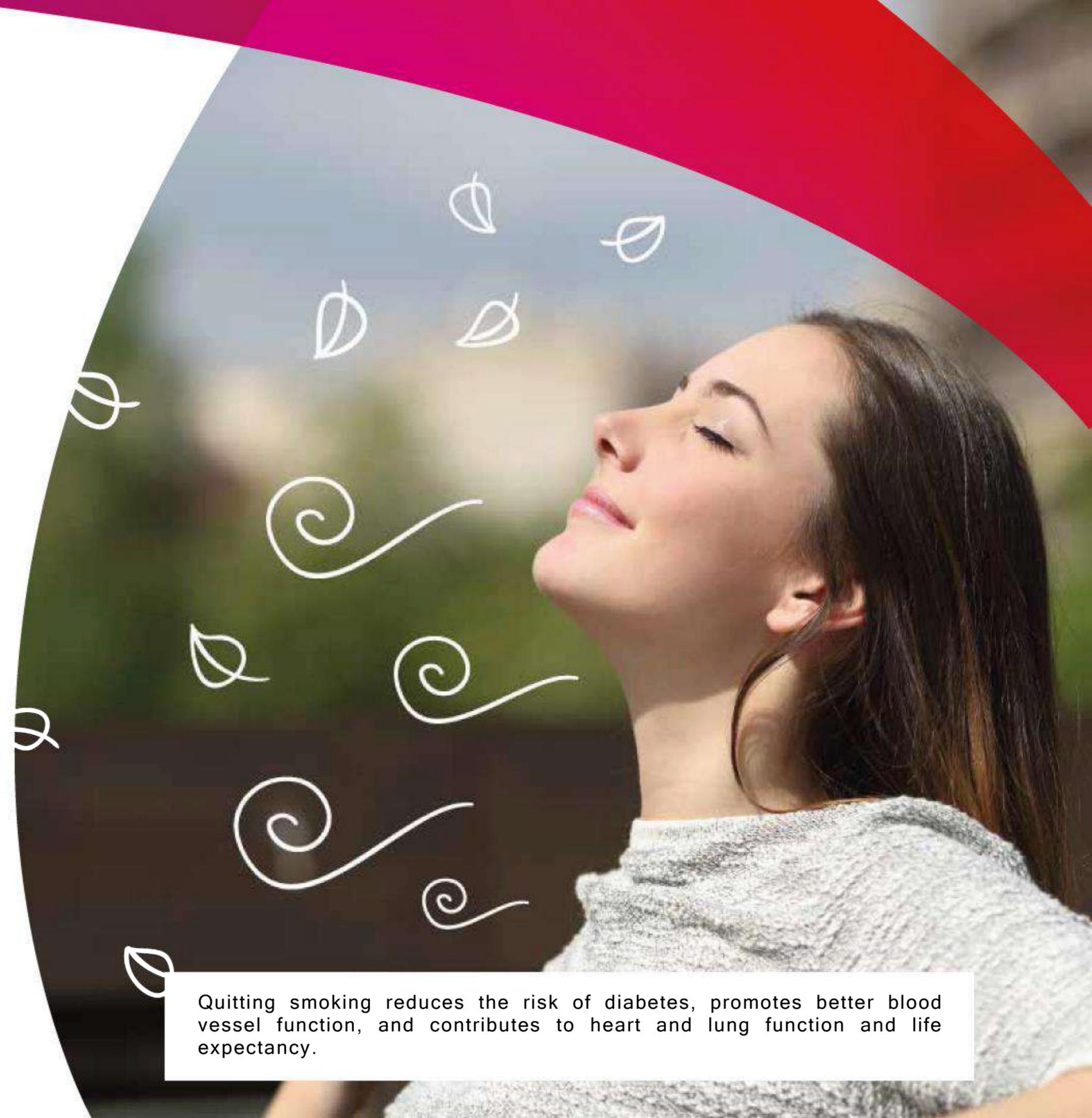




## 2.6 Smoke-free spaces policy

In order to protect **employees, contractors, visitors and non-smoking general public from exposure to tobacco smoke**, promote 100% smoke-free spaces and encourage healthy lifestyles, CORFERIAS has defined the Smoke-Free Spaces policy: It adheres to the provisions of Law 1335 of 2009 of the Congress of the Republic, which establishes the provisions by means of which damage to the health of minors and the non-smoking population is prevented, and public policies are enacted for the prevention of tobacco consumption and the abandonment of the smoker's dependence on tobacco and its derivatives in the Colombian population.

It declares the fairground spaces free of tobacco smoke and psychoactive substances.



Quitting smoking reduces the risk of diabetes, promotes better blood vessel function, and contributes to heart and lung function and life expectancy.



# 3. ECONOMIC DIMENSION

► Its objective... Generate lasting economic benefits over time, which are perceived by the greatest number of actors possible and distributed equitably so that companies are viable, and quality employment and local prosperity are generated.

[https://sustentabilidad.sernatur.cl/pluginfile.php/225/mod\\_page/content/4/6.%20Manual%20CFE%20Baja.compressed.pdf](https://sustentabilidad.sernatur.cl/pluginfile.php/225/mod_page/content/4/6.%20Manual%20CFE%20Baja.compressed.pdf)



## 3.1 Contracting and Procurement: Sustainable Procurement

We can understand the **Sustainable Purchases**, as the supply chain that seeks to satisfy our needs through suppliers that contribute to the **environmental protection**, the reduction in the consumption of resources and inclusion and social justice during the development of the products and/or services acquired.



### Criteria that we can apply to achieve sustainable purchases:

- **Reduce** the volume of our purchases, asking ourselves if what we are going to buy will really satisfy us or if we buy it compulsively.
- **Seek** for alternatives that minimize the exploitation of natural resources: second hand, reuse, exchanges, repair.
- **Ensure** the quality of what we buy in order to acquire healthier and more durable goods.
- **Choose** products whose operation and maintenance require the minimum consumption of resources (water, energy, etc.) and the minimum generation of waste and emissions.
- At the end of a product's useful life, **use** selective collection systems, so that the material from which it is made can be recycled
- **Prioritize** purchases from local suppliers
- **Include** sustainability criteria in the award of contracts for the purchase or provision of services.



## 3.1 Contracting and Procurement:

The Contracting and Procurement Manual establishes that, in furtherance of all Corferias contracting processes, the following principles will be complied with:

- \* **Good faith:** the parties must proceed in good faith in all their actions, and the contracts will bind not only what is expressly agreed therein, but also everything that corresponds to their nature, according to law, custom or equity.
- \* **Transparency:** Contracting must be carried out objectively, with clear and well-known rules and with the opportunity for stakeholders to know the documents, concepts and decisions.
- \* **Economy:** the resources allocated for contracting must be adequately managed in terms of means, time and expenses in such a way as to achieve the greatest efficiency and effectiveness.
- \* **Quality in Contracted Services:** ensure the quality and timeliness of those products or services provided through suppliers, defining for this purpose a selection scheme and permanent quality assurance that guarantees compliance with the expectations of our customers.
- \* **Opportunity:** both Corferias officials, as well as suppliers or third parties must carry out the activities of the contracting and procurement processes within the agreed deadlines.
- \* **Accountability:** the officials and other persons involved in the planning, processing, execution, execution and settlement of contracts, have the obligation to protect the rights of the Corporation, the Contractor or Supplier, the society and the environment that may be affected by the performance of the contract.
- \* **Relevance and Objective Selection:** guarantee a network of suppliers in accordance with the needs of the organization and of the clients and ensure that the choice of proposals is the most favorable for the Corporation.
- \* **Less Legal Risk:** the procurement or contracting of products or services must be permanently adjusted to the current legal provisions.
- \* **Sustainability Management:** CORFERIAS will promote and weigh the selection of suppliers that have adopted within their production processes or service management standards, regulations or procedures that are sustainable, friendly and inclusive of the environment, sociocultural or economic groups that by their nature may have an impact on the sustainability policy implemented by CORFERIAS.



## 3.2 Economic Performance:

In order to maintain and strengthen its relationship with investors, Corferias continues to adopt better levels of information disclosure, an effort that has been recognized by the Colombian Stock Exchange, granting it the certification and IR Recognition "Responsible Investor" for the year 2020.

Similarly, it is important to mention that the Colombian Stock Exchange, together with the *Colegio de Estudios Superiores de Administración* (CESA), annually review the information published on the website of issuers with IR recognition, review which is based on the best information disclosure and investor relations practices at a global and regional level, a review that in the case of Corferias in 2020 yielded a positive result, finding a good level of information disclosure based on the standard.

... We invite you to learn more about our Corporate Governance, the Profile of Our Company and our Invitations to Procure at <https://corferias.com/es>





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