

<b>Audit Date</b>	November 14 to December 4, 2023	
<b>Job Site</b>	Main Administrative Headquarters	
<b>Objective:</b>	<ul style="list-style-type: none"> <li>✓ To determine the conformity of the Integrated Management System of TGI S.A. ESP, or part of said system, with the audit criteria.</li> <li>✓ Evaluate the capacity of the Integrated Management System of TGI S.A. ESP to ensure that the organization complies with the legal, regulatory and contractual requirements associated with the Integrated Management System of TGI S.A. ESP subject to audit.</li> <li>✓ To evaluate the effectiveness of the Integrated Management System of TGI S.A. ESP to Ensure that the organization is able to meet the objectives of the Integrated Management System of TGI S.A. ESP.</li> <li>✓ Identify the areas in which the organization can have potential improvements to</li> </ul>	
<b>Scope:</b>	The Scope of the Audit covers the following headquarters and Processes: Main Administrative Headquarters (Processes: Administrative Services; THEE; Environmental Management; OSH management; Energy Management; Project Management; Strategy; Risks; Planning and Control; Audit; Maintenance (planning and scheduling, integrity, inventory); Communications; Human Talent; Supply, where applicable for Administrative Headquarters; ECG and CO Energy Efficiency is audited, according to the Venues and Processes within the Scope of the EMS. For the provision of services related to: "Marketing of the gas transportation service by pipelines and design, construction, operation and maintenance of gas pipelines and compressor stations of the natural gas transportation system."	
<b>Criteria:</b>	<ul style="list-style-type: none"> <li>✓ ISO 9001:2015 Standards – Quality Management System; ISO 14001:2015 Standard – Environmental Management System; ISO 45001:2018 Standard Occupational Health and Safety Management; ISO 50001:2018 Standard – Energy Management System.</li> <li>✓ The legal requirements and other requirements applicable to the Integrated Management System.</li> <li>✓ Documented information established by the Organization and relevant as evidence to demonstrate the implementation of the Integrated Management System.</li> <li>✓ The defined processes and the documentation of the Integral Management System developed by TGI S.A. ESP and that are part of the Scope of this</li> </ul>	
<b>Audit Team:</b>	<b>Lead Auditor</b>	Claudia Cecilia Gómez Arias (CCG)
	<b>Internal Auditor</b>	Elue María de La Hoz Gamarra (EMH); Rafael Orjuela Viracachá (ROV); Silvia Juliana Higuera (SJH); Sandra Milena Gómez (SMG); Diana Patricia Vega Valderrama (DPV)
	<b>Observer Auditor</b>	NA
	<b>Technical Expert</b>	Luis Carlos Lastre (Technical Expert)

## 1. STRENGTHS

- Multiple operational and document management platforms and tools provide real-time availability of the information required by various business activity stakeholders.

- Development of a virtual campus that integrates different organizational knowledge topics to strengthen staff competencies.
- Subscription of an agreement with Universidad Externado to promote CSR programs, generating win-win relationships through the supplier incubator.
- Systematic and ongoing meetings with the Corporate Synergy Center, allowing for controlled deliverables, scope, and effectiveness of the results constructed between TGI and the CSC.
- Being a reference in the sector in talent management schemes and models.
- Procurement planning ensures the availability of requested products and services.
- The absence of fatal work accidents and the appearance of qualified occupational diseases reflects the effectiveness of the controls implemented in OHS.
- Leadership and commitment from top management.
- Communication strategies.
- Adoption by administrative and technical staff of the fundamental topics for the IMS.
- Integration of different organizational processes for proposing opportunities, improvements, and strengthening the IMS.
- Decarbonization route.
- Expansion of the EMS scope to new locations.

## 2. LIST OF FINDINGS

2.1 NON-CONFORMITIES			
PROCESS	FIND	EVIDENCE	REQUIREMENT
Environmental Management	The organization does not ensure that when changes are made, they are carried out in a planned manner and the consequences of unforeseen changes are examined, taking actions to mitigate adverse effects, when necessary.	<p>During the audit, it is evident that due to the new strategic direction defined by the organization, the Environmental management process was subject to some important changes that led to the redefinition of some functions and activities; When requesting change management in order to identify the analysis that was carried out in the face of the possible consequences of these changes, it is mentioned that change management was not carried out since it was necessary to do it on the fly.</p> <p>This has led to the non-application of controls and guidelines and possible materialization of risks, evidencing during the audit:</p> <ul style="list-style-type: none"> <li>• Non-updating of the matrix of environmental aspects and impacts</li> <li>• Non-updating of legal requirements matrix</li> <li>• Failure to monitor indicators</li> <li>• Non-execution of activities derived from legal requirements</li> <li>• Non-application of operational controls in the field</li> <li>• Non-execution of training, among others</li> </ul> <p>The above generates a non-conformity of implementation, since the change management protocol established by the Organization was not followed.</p>	8.1 Operational Planning and Control (ISO 14001:2015)

Administrative Services	The organization does not ensure that the infrastructure necessary for the operation of its processes and achieving the conformity of products and services is determined in a planned manner	During the audit, it is evident that TGI S.A. ESP from the Administrative Services process signed a contract with the Center for Corporate Synergies which includes the outsourcing of the maintenance of the Infrastructure associated with the provision of Service; when inquiring how maintenance is planned and what considerations from OSH, Environmental, Energy Efficiency, among others, have been considered for the definition of the Maintenance Plan, it is mentioned that only the budgetary issue and the monitoring of compliance with it are considered. This generates a non-conformity of effectiveness, since aspects related to OSH, EMS, and EMS are not being considered for the determination of the Maintenance Program.	7.1.3 Infrastructure (ISO 9001:2015)
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## 2.2 OBSERVATIONS

### Risk Management

During the audit, it is possible to show that there is a risk management framework where risks and opportunities are identified, assessed, treated and monitored; however, when inquiring how the risks at the process level are updated taking into account the results of internal and external audits, it is mentioned that there is currently no formal arrangement where the update or revision of the matrix resulting from the audits is defined. The foregoing may generate a potential risk related to the failure to update the risks or verify the effectiveness of the controls, taking into consideration the results of internal or external audits. Associated Requirement: 6.1 Actions to address risks and opportunities.

### Maintenance: planning and scheduling, integrity, inventory

It is important to review and strengthen the guidelines and controls defined in procedure P-MIN-023 maintenance planning and scheduling, clearly detailing those responsible for participating and carrying out the PDT agreement, the dynamics of the agreement (by District, by ECG or by zone), the date for the approval of the PDT by the Director and the deadline for the submission of the PDT to the sites by the programmers. ensuring that the management of the programming is carried out in the same way in all areas and that the PDT is socialized on time in all cases, so that the personnel in the field can carry out the necessary planning for the execution of maintenance. it was observed that there are some differences in the times of agreement and delivery of the PDT in the different areas, it can generate a potential risk associated with non-compliance with the procedures that can generate delays in the execution of the activities or an inadequate intervention of the assets due to the possible misdefinition of the maintenance notices. Associated Requirement: 7.1.3 Infrastructure.

Review and strengthen the guidelines and controls established in instruction I-MIN-060 infrastructure maintenance notices, including for each type of notice (ZC, ZO, ZI, ZE, etc.) responsible for generating and closing, as well as in general the one responsible for reclassifying a notice in case it is uploaded to the wrong site.

### Environmental Management

## 2.2 OBSERVATIONS

There is a matrix for the identification of environmental aspects and impacts, which was updated in April 2023. Through a working session that generated a review and update minutes See minutes April 11, 2023. However, in August 2023, an Environmental event occurred in COGUA in which the rupture of the pipe led oily water to a storage tank, a fact that affects the impact or probability of what is recorded in the matrix of aspects and impacts, and a situation that is not reflected in this record; generating a risk of lack of traceability and mobility of information caused by the materialization of events. This can lead to a potential risk associated with the failure to regularly assess and review planned response processes and actions, in particular after emergency situations have occurred or tests have been carried out. Associated Requirement: 8.2 Emergency Preparedness and Response.

Through the SWOT matrix, the environmental management process has determined internal and external issues that impact the environmental management system, despite how it is a matrix shared with SST when the process is asked when this record was updated; Its date is unknown. This can generate a potential risk related to the control of changes of the registry; and thus avoid risks of misinformation and lack of clarity in its traceability. Associated Requirement: 7.5.3 Control of documented information

It is identified that in the risk and disaster management plans, responsibilities are established for HSE professionals, taking into account that the two areas were separated (OSH and Environmental), it is important to review and redefine the responsibilities separately from the responsibilities of the OSH professionals and the responsibilities of the environmental professionals, in order to have clarity for the execution.

### Planning and control SGI

During the development of the audit, it is possible to show that there is a procedure for the identification, treatment and monitoring of the corrective actions identified by different sources, especially those identified as a result of internal audits; however, it is observed that for some reported NCs, the Root Cause analysis, as well as the evaluation of the effectiveness of the actions taken, require review and adjustment, because some actions are limited to correction and at the close some NCs have been open since last year without closure on the platform. This can generate a potential risk associated with the failure to identify the causes and the effective closure of the proposed actions, as well as the closure without unjustified delay. Associated Requirement: 10.2 Non-conformity and corrective action.

During the audit, it is evident that the organization has been making important changes in most processes since 2022, which has led to the characterizations of the processes having to be updated and adjusted to the new roles, responsibilities and authorities, as well as to possible new activities; however, when verifying some characterizations, it is observed that although they were updated, they still do not consistently reflect what has been done by the processes (Administrative Services, Environmental Management, among others). This can generate a potential risk associated with the non-updating of the documentation against the activities that are being executed. Associated Requirement: 4.4 ISO 9001:2015 Quality Management System

### Measurement Management

Define the calibration frequency of the measurement elements of the maintenance process such as the clamp meter and the torchometer, ensuring the traceability of the measurements. Associated Requirement: 7.1.5.2 Monitoring and Measurement Resources.

### Administrative Management

## 2.2 OBSERVATIONS

Administrative equipment in poor condition (chairs, refrigerators, microwaves, etc.) is stored in the warehouse. Define a plan to visit the ECG and CO sites to identify the needs for asset disposal, scrapping, maintenance, or furniture replacement, allowing for the necessary actions to be taken at each location.

## 2.3 ASPECTS TO IMPROVE

### Maintenance planning and scheduling

Include in the follow-up file the PDT indicators, the action to be carried out for each unexecuted WO, in order to ensure that these TOs are processed according to the need (rescheduling, cancellation, etc.).

Include within the maintenance notification management follow-up, the person responsible for managing and closing the notifications that are open in order to ensure their execution.

### Occupational health and safety

Define actions to improve the percentage of people with work restrictions, since this can impact the execution of maintenance activities. 12 people are identified in Barrancabermeja with restrictions.

Define in conjunction with maintenance, a time (about 10 minutes) for the cleaning of the work elements at heights after each use, this allows their proper conservation and maintenance of good condition for when they are required. Ensure that all users are aware of how to clean these elements.

### Administrative management

Review the possibility of improving the amount and times of return of minor cash, in order to ensure the availability of resources at all times.

### Human Talent Management

Define actions that allow succession management and career planning, especially for positions that are with people who are about to retire, in order to ensure that knowledge is transferred appropriately and provide opportunities for growth within the company.

## 3. CONCLUSIONS

Once the internal audit cycle of TGI's IMS is completed, it can be considered that:

It is determined that the Quality, Environmental, Occupational Health and Safety, and Energy Management Systems are in COMPLIANCE with the requirements of the ISO 9001:2015, ISO 14001:2015, ISO 45001:2018, and ISO 50001:2018 standards.

Likewise, upon reviewing the findings reported in each of the audited processes, the audit team concludes that TGI S.A. ESP has established and maintains an Integrated Management System that complies with the requirements of the ISO 9001:2015, ISO 14001:2015, ISO 45001:2018, and ISO 50001:2018 standards.

However, to demonstrate its strengthening, it is pertinent to analyze the NCs and observations reported in this report and, if appropriate, take actions resulting from their analysis.

**Prepared by:** Claudia Cecilia Gómez  
**Reviewed:** GPD/Silvia Juliana  
Higuera **Approved:** GPD/Carolina  
Bonilla Portilla