

What can be reported on the Women's Reporting Channel?

The Women's Reporting Channel exists to provide safety, **reliability and humanized service to women**. The receiving of the reports is 100% conducted by female psychologist-listeners dedicated to listening to them and offering support.

Check below what **situations, behaviors, and irregular conduct** can (and should) be reported through this Channel.



Sexual and Psychological Harassment Cases

Harassment is a serious issue that must be reported and fought through effective measures. It is important to note that harassment is not only limited to situations where superiors harass subordinates but can also come from people at equal or lower hierarchical levels, regardless of their position.

Below are some practical examples of these types of irregularities. **If you suffer or identify the occurrence of actions like these, report it!**

Sexual harassment

Embarrassment with sexual inference in the workplace.

- ✓ Unwanted touches.
- ✓ Sexual intimidation.
- ✓ Obscene jokes and pranks.
- ✓ Persistent invitations (for a ride or to go out together).
- ✓ Emails or text messages of sexual nature.
- ✓ Comments/judgments about appearance, clothes and physical aspects.
- ✓ Request for a sexual favor (e.g.: for a promotion).
- ✓ Among other things.

Psychological harassment

Abusive conduct capable of harming someone's personality, dignity, or physical/psychological integrity.

- ✓ Frequent criticism about the work.
- ✓ Activity overload.
- ✓ "Rest" due to lack of tasks (causing a sense of incompetence).
- ✓ Presence purposely ignored.
- ✓ Offensive rumors.
- ✓ Treatment by shouting.
- ✓ Verbal threat or to physical integrity.
- ✓ Among other things.



HR Issues (Human Resources)

Creating and keeping a healthy and welcoming work environment for women is a **job for all of us**. For this reason, behaviors that are harmful to work relationships **cannot be tolerated** either.

Below are other **situations that do not match the values of our company** and need to be reported to the Channel, if they occur:

- ✓ Nepotism and/or romantic relationship with direct subordinate.
- ✓ Racism, prejudice, discrimination, intolerance to diversity, etc.
- ✓ Behaviors that negatively affect the corporate atmosphere, such as intrigues, arguments, disrespect, etc.
- ✓ Nonconformities in trade union issues, CIPA (Internal Commission for Accident Prevention), etc.
- ✓ Non-compliance with basic leadership requirements (employee selection, inadequate management, etc.).
- ✓ Irregularities in work matters (overtime, vacation, salary, etc.).
- ✓ Among other things.

Misconduct

Misconduct are behaviors and attitudes that violate the guidelines established in our **Code of Conduct, Internal Policies, and current legislation**.

The list below gives some practical examples. If you identify the occurrence of actions like these, report it!

- ✓ Conflicts of Interest.
- ✓ Retaliation.
- ✓ Malicious reporting.
- ✓ Harm to the company's image and/or reputation.
- ✓ Non-compliance with internal rules and procedures.
- ✓ Improper relationship with public officials.
- ✓ Among other things.



Non-compliance with laws

All other irregularities related to current laws and **actions contrary to them** can be reported through the Reporting Channel, as shown in the examples:

- ✓ Law 14.457/22.
- ✓ Anti-Corruption Law: (12.846).
- ✓ Environmental Laws.
- ✓ Tax Laws.
- ✓ Corporate Laws.
- ✓ Regulations specific to our business segment (e.g.: regulatory bodies).
- ✓ Financial Market Regulations (Central Bank, SEC, etc.).
- ✓ Wage Discrimination 14.611.
- ✓ Among other things.



If you identify any illegality or inappropriate behavior, according to the examples mentioned above, report it and help us build an increasingly safe work environment for all.

Your contribution is very important to us!