

POLIMIX ORGANIZATION

CODE OF CONDUCT

The Polimix Organization is made up of all its Members, whose practices must be based on Our Business Philosophy and this Code of Conduct.

OBJECTIVES

- Guide the actions and decisions of all Members in carrying out work with integrity and ethics.
- Define principles that guide the Organization's relationship with the main stakeholders involved in its activities.
- Strengthen Our Philosophy in pursuit of perpetuity.

MEMBERS

- All Members are responsible for fulfilling their responsibilities and conducting business transparently and in strict compliance with the law, with respect for human rights, the environment, and the principles and procedures of the Organization.
- Members' relationship with the Board and Shareholders must be based on the accurate and timely communication of truthful information that enables them to monitor the Organization's performance and trends affecting its tangible and intangible results.
- In order to preserve and enhance professional management, Shareholders do not have legal representation in the Organization's operating companies.
- Within the Organization, development opportunities are preferably offered to Members on an equal basis.
- For purposes of compensation and benefits, performance evaluation, and development opportunities, the sole criteria are work needs and results, alignment with Our Philosophy, merit, personal and professional qualifications, the existence of a potential successor developed through work, and each individual's capabilities.
- Members may not engage in outside activities, such as owning a business, providing consulting services, or holding a position in other organizations.
- Equity interests, whether held directly or through family members, in competitors of any of the Organization's businesses are not permitted.
- A Member who holds a position in an outside entity must formally notify their immediate Leader, who will assess possible conflicts of interest and any conflict with working hours.

Sale of products and services to Members

- The sale of our products and services to Organization Members may only be carried out with written authorization from the Leader designated in the applicable Procedure, while observing market conditions.

Health and safety

- Everyone in the Organization must remain attentive to and safeguard the health and physical and mental well-being of Members. It is important that everyone take responsibility for preventing workplace accidents.
- The Organization continuously provides training so that Members understand health and safety protection routines and take responsibility for them.
- Members must know and strictly comply with health and safety procedures and practices.
- Members must protect the physical integrity of facilities and equipment, avoiding potential accident risks.
- Workplace accidents must be handled responsibly and promptly reported to the immediate Leader and to Support and Education.

- The Organization transparently addresses all health and safety information that may affect its Members.
- Members must know and use the Personal and Collective Protective Equipment (PPE and CPE) provided by the Organization.
- Members who are provided with uniforms and PPE must care for and keep them clean and use them daily, in accordance with procedure.
- All other Members must dress appropriately and presentably when interacting with the Organization's stakeholders.

Use of alcohol, drugs, and possession of weapons

- The consumption of alcoholic beverages during working hours and entering the company while intoxicated are prohibited.
- The use of drugs and remaining in the workplace while impaired by such substances are prohibited.
- The consumption of alcoholic beverages will only be permitted, in moderation, at Organization celebrations and only by persons over 18 years of age.
- Weapons of any kind are not permitted on Organization premises, except for professionals expressly authorized to carry them.

WORK ENVIRONMENT

- The Organization expects cordiality, trust, respect, and dignified and honest conduct in relationships among its Members, regardless of hierarchical position, title, or function.
- Leaders must ensure that their Team Members have a work environment free from insinuations or restrictions of any kind, in order to avoid potential personal embarrassment or discomfort.
- Leaders may not use their position to request personal favors or services from Team Members.
- Intrusion into people's private lives is not permitted, either in or outside the workplace.
- Conversations and conduct involving physical or verbal violence are prohibited.

Human rights

- The Organization values a diverse and inclusive work environment and does not tolerate discrimination or prejudice of any kind based on race, ethnicity, religion, gender, sexual orientation, nationality, ancestry or origin, political position, age, physical condition, etc.
- The Organization promotes actions that foster a culture of diversity and inclusion, which must be part of all day-to-day business decisions, in accordance with the Polimix Organization's Diversity and Inclusion Policy.
- The Organization does not tolerate, permit, condone, or conduct business involving forced and/or child labor, sexual exploitation of children and adolescents, or human trafficking in any process related to its business activities or value chain.
- All actions involving the Organization's businesses, wherever they occur, must comply with applicable legal requirements and respect human rights recognized in national and international treaties and conventions.

Harassment

- The Organization does not tolerate harassment (economic, moral/psychological, sexual, or electoral) or situations involving pressure, intimidation, or threats in relationships among Leaders, Members, and third parties.
- All Members have the right to work in a safe, respectful environment free from any form of harassment:
 - Economic Harassment: Any conduct that causes economic harm to a Leader or Member or forces them to make unfavorable financial decisions.

- Moral/Psychological Harassment: Any repeated behavior that exposes a Leader or Member to humiliating or embarrassing situations or causes harm to their dignity.
- Sexual Harassment: Any unwanted conduct of a sexual nature, including inappropriate advances, requests for sexual favors, or other verbal or physical conduct of a sexual nature.
- Electoral Harassment: Any attempt to coerce, pressure, or influence the vote or political position of a Member or third party in the workplace.
- Any Leader or Member who believes they have been discriminated against, subjected to prejudice, pressure, abusive practices, or disrespect must address the matter with their immediate Leader or via codigodeconduta@polimix.com.br.
- To ensure the confidentiality and integrity of reports, the Organization assures that all complaints will be handled confidentially and properly investigated, with no retaliation against the reporting party.
- Confirmed cases of harassment or other forms of workplace violence will be treated with the utmost seriousness and may result in disciplinary measures, including warnings, suspension, or even termination, depending on severity and applicable law.
- Any errors should receive constructive guidance. Repeated errors resulting from carelessness, negligence, or lack of interest should be corrected through a formal warning.

RELATIONSHIP WITH EXTERNAL STAKEHOLDERS

- The Organization acts with transparency, respect, and cooperation in its relationships with external stakeholders, always honoring its commitments.

Customers

- All Members must serve Customers with quality and productivity, with social, community, and environmental responsibility, and in full compliance with the laws and regulations of each location.
- The Organization does not discriminate among Customers based on origin, economic size, or location.
- Members must consider Customers' requirements and expectations and comply with all those that have been agreed upon.
- Information about our products and services must always be clear and truthful.
- Improper payments to any person for the purpose of facilitating the sale of our products and services are prohibited.
- Within a normal business relationship, gifts and payment for meals are permitted. Under no circumstances may cash or any other advantage be offered.

Suppliers

- The identification and hiring of product suppliers or service providers of any kind must serve the best interests of the Organization and be based on technical and professional criteria such as competence, quality, supply capacity, on-time performance, price, financial stability, etc.
- Every decision must be supported by technical and economic grounds, in accordance with the Purchasing Procedure.
- The Organization must hire suppliers that respect, operate in accordance with, and comply with all laws and regulations applicable to the contracted service or product, as well as the guidelines of this Code of Conduct.
- Suppliers must conduct their activities in a manner consistent with Our Philosophy.
- The Organization may terminate a business relationship with a supplier if its interests are harmed or if legal, tax, environmental, or occupational health and safety matters are disregarded.
- Relationships with suppliers must be based on respect and the ongoing pursuit of products and services that add value to the Organization.

- If, under these conditions, a supplier has a family relationship or close personal relationship with a Member, the business relationship will only be permitted with formal authorization from the immediate Leader.
- Members may not accept gifts or benefits, for themselves or their families, that could compromise their professional position or the objectives of the Organization.
- Invitations to events with expenses paid by customers, suppliers, government agencies, or others may only be accepted when there is a genuine professional development opportunity, the invitation has also been extended to other companies, and the immediate Leader has authorized attendance.
- Offering or receiving cash or personal benefits of any kind, for any reason, is prohibited.

Competitors

- All market and competitor information must be obtained through transparent and legitimate practices.
- Fair competition must be a fundamental element in all Organization operations.
- Providing competitors with information that is the property of the Organization is prohibited.
- The Organization and its Members must act in strict compliance with rules intended to preserve the competitive nature of public and private bidding processes, and any practice or act intended to frustrate or defraud the competitive nature of such procedures is prohibited.

Community and environment

- The Organization is committed to the economic and social development of the communities in which it operates, generating jobs for local residents and opportunities for sustainable local development.
- The Organization must adopt best environmental management practices, promote the responsible use of natural resources, and conserve ecosystems in the regions where it operates.
- Our Members are committed to maintaining open channels of dialogue with communities.
- The Organization continuously provides training so that Members understand environmental protection routines and take responsibility for them.

Government

- The Organization respects the laws and authorities at all levels of government.
- Whenever a request is presented by a government representative, the immediate Leader must be informed promptly.
- In accordance with its business principles and values, the Organization does not adopt a political or partisan position.
- The Organization does not make contributions to public officials or political or party donations, nor does it authorize any person or company to make them on its behalf.
- Members must not use the name of the Organization's businesses when handling personal matters of any kind in their dealings with the government.
- Members are prohibited from making, on behalf of the Organization, any contribution of money, goods, or services to political campaigns or causes.
- The Organization respects the individual right of Members to become involved in civic matters and participate in the political process. However, such participation must take place on their own time and at their own expense.
- Members who choose to run for political or public office, or who wish to express political views publicly, must not take advantage of their position in the Organization or use any resources or means of the Organization's businesses and must step away from their role.
- The Organization's resources, premises, and image may not be used to serve political, personal, or partisan interests.

Media

- Contacts with the press will be handled exclusively by spokespersons designated by the Organization.
- Members are not permitted to contact members of the press; this function is the responsibility of the Support and Education Leader.
- Members are prohibited from disclosing confidential or false information.
- Public information about the Organization's activities on social media must always be shared by Members with sound judgment and responsibility.

TANGIBLE AND INTANGIBLE ASSETS

- Misuse of the Organization's assets, information, and resources is unacceptable and may be considered fraud if any Member intentionally alters, omits, manipulates, or falsifies any information or situation, resulting in an unfair and/or illegal advantage or disadvantage.

Physical assets

- The Organization's property, equipment, and facilities are intended exclusively for its operations and may not be used for personal purposes.
- Members are responsible for the proper use and preservation of Organization property placed under their custody and management.

Intellectual property

- The results of intellectual work and strategic information generated by the Organization are the exclusive property of the Organization.
- All Members, suppliers, and service providers are responsible for treating as confidential any intellectual property information to which they have access and for handling it with due care.
- Disclosure of such information is not permitted except with the express authorization of the Organization's senior leadership.
- Obtaining confidential information, such as market information, through unlawful means is not permitted.
 - Data concerning customers, suppliers, strategies, and the Organization's businesses are confidential and may not be retransmitted.
 - All Members and partners must follow the Organization's Internal Privacy Policy, in accordance with the LGPD (Brazilian General Data Protection Law).

Technology

- The use of electronic systems and the sharing or linking of information must be strictly related to professional activities; personal messages and images are not permitted.
- Members must not allow unauthorized persons to access the Organization's information systems.
- Installing software on Organization computers without authorization from the Organization's IT team is prohibited.
- To formalize these guidelines, every Member must read and sign the E-mail, Internet, and Computer Use Responsibility Agreement upon joining the Organization.

Documentation

- Any type of contract, except contracts for the sale of our products and services, may only be signed by Support and Education.
- All payments and commitments must be authorized by the appropriate Leader and supported by legal documentation.
- The accuracy and transparency of the accounting records of the Organization's businesses are fundamental. Applicable laws, standards, and generally accepted accounting and tax principles

must be strictly observed in order to generate consistent records and reports that enable disclosure and evaluation of the operations and results of the Organization's businesses.

MANAGEMENT OF THE CODE OF CONDUCT

- This Code of Conduct has been reviewed and approved by the Organization's Advisory Board.
- Leaders at all levels are responsible for ensuring that their Team Members and suppliers know and apply the contents of this Code of Conduct;
- Leaders must have detailed knowledge of this Code in order to ensure compliance, clarify questions from their teams, and communicate it during training.
- Anyone wishing to report a violation of this Code must do so to their immediate Leader or via codigodeconduta@polimix.com.br.
- Reports of fraud, misconduct, misappropriation, bribery, or business transactions involving Members, suppliers, contractors, and business partners must always be made.
- All Leaders (and Team Members) have an obligation to alert their Team Members (and Leaders) to any acts or conduct on their part that may appear improper in any respect.
- No retaliation will be permitted or tolerated against a Member who, in good faith, reports a concern regarding illegal conduct or conduct that does not comply with the guidelines established in this Code.
- By acting as described above, the Member will reinforce the Organization's ethical principles and help keep this Code active and up to date.
- Any Member who violates this Code, or allows a Member of their team to do so, will be subject to disciplinary action.
- **Questions and suggestions for improvements to this Code should be sent to codigodeconduta@polimix.com.br.**

ACKNOWLEDGMENT OF RECEIPT AND COMMITMENT TO THE CODE OF CONDUCT

I hereby declare, for all purposes, that I have received the POLIMIX Organization Code of Conduct, have read and understood its provisions, and undertake to comply with them in full.

I further declare that I have been informed that compliance with this Code is mandatory in all situations and circumstances directly or indirectly covered by the employment agreement entered into by me.

I understand that all updates deemed necessary by the Organization will automatically be incorporated into the Code of Conduct and followed by me. If I do not accept such updates, I will express my disagreement in writing to codigodeconduta@polimix.com.br. codigodeconduta@polimix.com.br

Finally, I declare that if situations arise for which this Code does not expressly provide the required or expected conduct, I will immediately inform the Leader of the area in which I work.

Name: _____

Area/Department: _____

Place and date: _____

Signature: _____