

CODE OF ETHICS PRÁTICA

The code of ethics serves as a guideline for actions and a public commitment of the company regarding the entities and individuals with whom it interacts. It should be adequately known and respected by all employees and accessible to anyone interested.

It is composed of the following topics:

- 1.** Negotiations with clients, suppliers, partners, and service providers must be conducted transparently and professionally, aiming to achieve the company's objectives without harming the other party.
- 2.** It is the duty of all employees to avoid conflicts between their interests and those of the company in relationships with suppliers, service providers, customers, third parties, and competitors. Employees must communicate to their hierarchical superiors' situations where a conflict of interest may occur.
- 3.** It is prohibited for Pratica's employees to obtain personal gain in negotiations between "Prática" and its suppliers and/or service providers, as well as to accept gifts or personal services, of any value or nature, from suppliers, service providers, or business partners.
- 4.** We do not disclose questionable comments or rumors that could harm the business or image of competing companies.
- 5.** Internal information is company assets, and we must ensure its confidentiality. It is prohibited to use them for personal gain or to favor third parties.
- 6.** We must respect the environment in our activities.
- 7.** Any form of unwelcome approach or harassment, whether moral or sexual, is prohibited.
- 8.** Employees are not allowed to engage in any kind of trading of goods within the company.
- 9.** Any information, act, or activity that may affect the smooth running of the company must be immediately reported to the board of directors.
- 10.** "Prática" complies with, enforces, and respects current laws, especially regarding the abolition of slave/child labor, combating corruption, and respecting the environment. It also requires its suppliers and service providers to do the same.
- 11.** It is our duty to offer products and services that add value in terms of price and quality and that are safe to use.
- 12.** The use of company resources and facilities for personal purposes is prohibited.