

CODE OF ETHICS AND PROFESSIONAL CONDUCT

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Message from the Managing Partners

To all partners, associate lawyers, interns, consultants, employees, service providers and suppliers:

In addition to the provisions of Law 8,906/1994 (Statute of the Legal Profession), acts and decisions of the Federal Council and the State Chapters of the Brazilian Bar Association, and other rules and regulations applicable to the practice of law, we also have our own formal instrument to guide the actions of all the members of this Law Firm, as well as our service providers and suppliers, in relation to observance of ethics and defense of the honor and dignity of the legal profession.

Our success rests on the reputation in the market and the trust of our clients and commercial, as well as among us, which can only be achieved through the consistent observance of high standards of ethics and principled conduct.

This Code, which must be respected by all, also reiterates the commitments of the founding partners, according to which the ends do not justify the use of any unethical means.

In this document, we express the set of general principles and specific practices that must be applied in our daily activities.

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1. Objective

The good reputation and image of this Law Firm have inestimable value, achieved through the combined efforts of all its members.

This Code of Ethics and Professional Conduct expresses the values and standard of conduct that must be followed in the exercise of the legal profession.

It is essential that each member of this Firm be committed to the tenets contained in this instrument. Under no circumstance will ignorance of the provisions of this document be accepted as an excuse for failure to comply with them.

The matters addressed here are not intended to cover all possible situations regarding ethics and conduct. Instead, this document establishes the main standards to guide the activities of the members of the Firm and its suppliers and service providers.

2. Our Principles

The activities of this Law Firm are associated with the principles that define its objectives, mission and values.

These principles establish the standards of conduct applicable to all the activities of the Firm:

- Our services must have high quality, for the security and success of our clients;
- Our commitment to our clients is to work according to the highest levels of efficiency in rendering legal services;
- Our values included quality, professionalism, respect, honesty, seriousness

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and integrity

3. Standards of Conduct

We demand honesty in all our interactions. Our success rests on the confidence and loyalty of our clients, achieved through dedication and high professional standards.

All members of this Law Firm must endeavor to act in conformity with the standards established here, and also must abide by the pertinent laws and regulations and the internal control policies.

The standards of conduct described below must be fully observed at all times:

- Do not offer, solicit or accept undue advantages for the purpose of obtaining clients or representing them in business transactions or judicial or administrative proceedings.
- Do not offer, solicit or accept presents, services or preferential treatment in exchange for maintenance of relationships with clients, service providers and suppliers.
- Identify transactions involving relatives, partners, creditors, suppliers and service providers and take the proper measures to avoid any conflicts of interest or inequitable practice.
- Do not assume any commitment on behalf of the Firm, either formal or informal, without the prior authorization of one of the Managing Partners. All our commitments and obligations must be previously approved and clearly expressed, documented and in conformity with the legal requirements.
- Do not insinuate, orally or in writing, any guarantee of the result of legal

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services.

- Obtain approval by the Managing Partners before sending any articles, manifestations and communications to the press.
- Always take care to comply with the policies, procedures and controls of the Firm, paying special attention to the security of the data and information belonging to clients. All records of transactions must be formalized within the time limit and in the form required. Any type of error must be promptly corrected, so as to exactly reflect the transaction in question.

4. Honesty and Integrity

The Firm requires all its members to act in line with the highest standards of personal and professional integrity in all aspects of their work. As of the moment of joining the Firm, all members assume the commitment to behave in compliance with the law, this Code of Ethics and Professional Conduct and by the internal standards of the Firm.

Any knowledge of a questionable act or indication of illegality that can affect the Firm must be promptly reported to the Managing Partners. Any omission in this respect will be considered a violation of this Code. All members must seek clarification of doubtful situations and promptly report real and potential problems.

Acts involving giving presents to clients that can be interpreted as bribery must be avoided. If a present can be interpreted as a favor to benefit a business transaction, it must be avoided.

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5. Conflicts of Interest

No member of this Firm may act, individually or in a group, on behalf of the Firm, involving clients with which that member or his/her relatives have direct or indirect interests, without first reporting the matter to the Managing Partners.

Before formalizing any proposal to a potential client, it is essential to identify the existence of any potential conflict of interest.

6. Professional Secrecy

All information obtained from the exercise of the legal profession is confidential and protected by professional secrecy.

Violation without just cause of professional secrecy is subject to disciplinary action.

7. Individual Behavior and Responsibilities

- All professional decisions must be made free of influence or inducement that is contrary to the law and this Code.
- All members of the Firm must behave in harmony with our tradition of mutual respect and preservation of dignity. Any type of intimidation or harassment between members of this Firm, irrespective of the nature of the association, is prohibited.
- The technology made available by the Firm is intended exclusively for professional use, and must not be employed to access or transmit disturbing and/or offensive images or texts involving race, religion or sex, or that can be interpreted as injurious or in violation of individual rights. Accesses to sites are subject to monitoring by administrative staff. Any member who receives an e-mail that is

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offensive or disturbing should formally notify the Managing Partners.

- Any changes to the configurations of the computers or inclusion, exclusion or alteration of any programs, files or applications may only be carried out by the information technology area.
- The access passwords to the systems used by the Firm are individual and must not be disclosed to others under any circumstance. Each member of the Firm is responsible for the use of his/her password, and must not leave a terminal under his/her responsibility linked to the Firm's systems without blocking access.
- All members of the Firm have the right to participate in the political process of their own account, without connection to the Firm. Political activity in name of the Firm is the exclusive prerogative of the Managing Partners.
- Any manifestations, declarations of opinions expressed publicly must be approved in advance by the Managing Partners.
- The Firm has the responsibility to maintain a healthy and productive working environment, and it is forbidden in the premises of the Firm to engage in the sale or distribution of any product, object or substance, controlled or not, or illegal drugs.
- All members of the Firm must follow the rules on occupational health and safety, to assure a safe and healthy workplace.
- All clients, colleagues, service providers and suppliers must be treated with proper courtesy.

8. Penalties

The violation by any member of the Firm of the provisions of this Code, Law 8,906/1994, the other internal policies and any other laws, regulations and



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standards applicable to the exercise of the legal profession will result in the following penalties, depending on the level of gravity: warning, review of responsibilities, suspension, dismissal or expulsion from the Firm, besides the applicable legal penalties.



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Declaration of adhesion

I declare that I received a copy of the document “Code of Ethics and Professional Conduct”, whose text I have read and understood, and whose provisions I accept without reservations.

I undertake to conduct my activities with the Firm in conformity with this document.

I assume the commitment to disclose this content to my colleagues, service providers and suppliers, and to report any violations of the principles contained in this Code promptly.

Name: _____

Date: ____/____/____ Signature: _____