

CODE OF CONDUCT AND ETHICS

1. VALUES AND PRINCIPLES

Ibratec's Code of Conduct is guided by the company's values and principles:

- 1.1 Ethics:** complying with the rules established with customers and suppliers in a professional manner, respecting the confidentiality of partners' information and complying with applicable laws.
- 1.2 Transparency:** meeting the specifications and maintaining clear, true and reliable information based on actual data and arguments, allowing for action-taking and decision-making processes that are compatible with the needs, in addition to being transparent in negotiations with customers, suppliers and employees.
- 1.3 Commitment:** constantly seeking to meet customers' requests and the company's needs in an agile and effective manner.
- 1.4 Belief:** believing or making believe that all positions taken will become successful actions at the company.

2. MISSION AND VISION

Ibratec's Code of Conduct reflects the company's mission and vision:

- 2.1 Mission:** developing and producing packaging with quality, meeting the requests of customers from the many market segments, with a competitive cost and outstanding service, respecting ethics in business, generating profitability and seeking to be a leading company in the market in a sustainable manner in the environmental, social and economic aspects.
- 2.2 Vision:** being recognized as a market benchmark, technologically advanced, able to add value and innovation to products, based on ethics, transparency and commitment, bringing profitability to stockholders and satisfaction to customers and employees.

3. PURPOSE

The purpose of **Ibratec's Code of Conduct** is to establish the concepts that must be adopted as a reference in all relationships applicable to the company's business, including the posture of employees, compliance with the company's guidelines, relationship with customers, suppliers and service providers, creating conditions for the establishment of a work environment that is appropriate, ethical and based on the other values and principles of the company. The concepts established must also be understood and communicated to all suppliers and service providers, as well as to any other partner whose relationship with the company is subject to their application.

4. CONCEPTS AND CONDUCT

4.1 Work environment

Ibratec's work environment is established based on the company's values and principles, taking into consideration its vision, its mission and respecting legislation and rules in effect. As a result, the following concepts are established:

- The use of child labor, by both Ibratec and its suppliers and service providers, is not permitted. Exceptions are made to apprentice contracting programs, duly regularized by law.
- It is forbidden, at Ibratec and for its suppliers and service providers, compulsory labor, forced labor, unpaid work or any other similar type of labor.

4.1 Work environment (continued)

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Accordingly, any practice of prejudice/discrimination with respect to gender, color, race, religion, age or physical disabilities is not permitted.

- Any abusive conducts that hurt personal dignity and integrity, intimidation practices, moral harassment, sexual harassment or physical aggression, both in the relationships between Ibratec's employees and in the relationships with suppliers and service providers, are forbidden.

Non-compliance with these prohibitions is subject to the penalties provided for in labor, civil or criminal legislation, as the case may be.

4.2 Internal Conduct of Employees

- Being familiar and complying with Ibratec's Internal Regulation (informed to and signed by the employee upon admission).
- Being familiar and complying with all aspects of this code of conduct.
- Adopting the company's values and principles as essential concepts in the performance of their duties.
- Being familiar and complying with the Quality Management System.
- Respecting the working hours, staying at the work post until the end of the established period, taking into consideration the arrival, leaving and meal times.
- Being proactive when becoming aware of any type of non-compliance in the processes or products manufactured by Ibratec – acting to solve the problem and/or reporting it to their immediate supervisor and the relevant departments.
- Maintaining the confidentiality of any and all information related to Ibratec – not exposing information on the company's products and processes, except for situations that involve customers and their respective products.
- Not using the position, the name of the company or privileged information of the company for their own benefit or the benefit of third parties.
- Using the resources made available by the company solely for the application on Ibratec's needs.
- Not performing activities in parallel to the duties at Ibratec that may be in conflict with the company's interests.

4.3 Conduct of Suppliers and Service Providers

- Respecting and following the same values and principles adopted and respected by Ibratec.
- Complying with all laws in effect and applicable to their field of activity.
- Any and all information conveyed by Ibratec to its partners must be considered confidential and be treated as such.
- Constantly seeking the improvement of their processes, increasing productivity and complying with the technical and commercial requirements specified by Ibratec for the purpose of maintaining competitiveness and, consequently, the partnership.
- Reporting to Ibratec any and all changes in products and services provided so that all adjustments necessary to the processes can be made.

4.4 Conduct of Ibratec's Employees in the relationship with Suppliers

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- Combining technical and strategic criteria upon making a decision on products supplied and services provided, always in an ethical manner and with respect for suppliers.
- Respecting the concepts of confidentiality of the information between the many suppliers and service providers.
- Formally reporting to Ibratec's Board of Officers, with a copy to the HR Department, via a letter or email, the offer of any gift, present, reward, favor or courtesy by suppliers and service providers, regardless of its acceptance, and the option to receive it is at the discretion of each employee, based on common sense.
- Requesting authorization to the Board of Officers for suppliers and service providers to be sent to Ibratec's industrial area (plant).

4.5 Conduct of Employees in the relationship with Customers

- Constantly seeking to meet customers' requests.
- Serving customers with courtesy, focused on meeting the requests and solving the problems.
- Not jeopardizing, in any circumstance, the quality of the products supplied.

4.6 Conduct of Employees in the relationship with Customers (continued)

- Seeking to meet the requests of customers as agilely and effectively as possible.
- Conveying only correct information that enable decision-making processes that are compatible with the needs.
- Respecting the confidentiality of customers' information.
- Being transparent in negotiations.
- Dedicating themselves to solve any problems pointed out by customers with efficacy.
- Assimilating constructive criticisms and suggestions in the search for the improvement of processes and the relationship.

5. QUALITY POLICY

We seek the satisfaction of our customers through the development, production and delivery of products and services by fully meeting their requests and constantly focusing on the continuous improvement of our processes and of the Quality Management System.

6. INTERNAL POLICY ON THE RECEIPT OF GIFTS AND PRESENTS

- 6.1** Any and all presents, gifts, rewards, favors or courtesies offered to any employee of IBRATEC Artes Gráficas Ltda., inside or outside the company's premises, arising from professional contacts shall, without fail, be formally reported, via a letter or email, to Ibratec's Board of Officers, with a copy to the HR Department.
- 6.2** It is at the discretion of each employee, based on common sense, to know when to receive or refuse any type of present, gift, reward, favor or courtesy offered by customers and suppliers. It is worth noting that, regardless of any decision made by the employee, such situation shall always be formally reported, via a letter or email, to IBRATEC's Board of Officers, with a copy to the HR Department.

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6. INTERNAL POLICY ON THE RECEIPT OF GIFTS AND PRESENTS (continued)

6.3 The neglect of the items above will be characterized as lack of professionalism by the employee and the HR Department will be responsible for taking the appropriate actions.