



Code of Conduct



Our commitment to you

To ensure Tanac and Tanagro's commitment to **a safe and healthy work environment for all employees**, the Ethics Committee presents our updated Code of Conduct. This document sets out the behaviors and guidelines to be followed by all of us. Making excellent products for Tanac and Tanagro means, in addition to delivering with quality and on time, providing products grounded by **non-negotiable values: honesty and transparency**. The value of our work is a reflection of respect among us and commitment to good conduct.

The second edition of the Tanac and Tanagro Code of

Conduct reflects the continuous improvement that has been applied to the Integrity and Conduct processes. To ensure the professional growth of each person who gives their best to work, we are constantly strengthening trust in our relationships and commercial activities.

We invite you to attentively read this Code, which describes our standards and the measures to be taken when facing situations that we do not tolerate in our relationships. Feel free to use our Complaints Channel, available 24 hours a day, to clarify doubts about behavior and attitudes. If

**Cultivating values, harvesting good conduct -
our commitment to integrity.**

necessary, we ask you to report any situations that you have experienced or witnessed that violate the rules set out herein. Promoting a Culture of Integrity at Tanac and Tanagro is an essential foundation for building and maintaining our collective integrity. Your collaboration is essential in this process!

João Soares

CEO of Tanac and Tanagro
and Member of the Ethics Committee



A person wearing a wide-brimmed hat and a long-sleeved shirt is standing in a field, holding a small plant. The background is a green field with some trees in the distance. There are decorative green lines on the left side of the page, including a large circle and a smaller one.

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Conduct with purpose

We have a huge commitment to fulfill **each day** that we start our activities at Tanac and Tanagro. The Code of Conduct allows our purpose to be fulfilled with the certainty that each one of us will know how to behave with respect and diligence.

Commitment to integrity to live our purpose well



Our Purpose

To be a **reference** in the use of renewable resources, with **innovative solutions** that **drive businesses, empower people** and have a **positive impact** in the world.

Us and the Code of Conduct

Everyone involved with Tanac and Tanagro's activities must comply with the safety and behavior guidelines. Ensuring a proper conduct at all relationship levels is what confers trust to our Integrity Program. Therefore, the Code is applicable to:

- Shareholders, Officers and Directors;
- Employees;
- Suppliers and Service Providers;
- Anyone who is inside our sites;
- Other interested parties related to our company;

We act with leadership, being an example of good conduct



We act properly in any context

Our way of acting and making decisions reflect our values and form the image and reputation of Tanac and Tanagro.

Our conduct must be honest regardless of the context and conditions we are dealing with.

Our behavior can influence the way in which our coworkers, customers and the communities in which we operate trust our brand, therefore, proper conduct must be observed anywhere that we represent Tanac and Tanagro, such as:

- In workplaces: farms and units in Montenegro, Pelotas, Porto Alegre and Rio Grande;
- In face-to-face and written communications with our customers and suppliers;
- During onboardings, trainings and festive moments inside and outside the companies;
- On social media and any other online platforms;
- Anywhere where your behavior could affect the professional reputation of your coworkers and the reputation of Tanac and Tanagro.

Diversity and Inclusion

Let us support and respect the people in all their diversity. Tanac and Tanagro demonstrate that everyone is welcome to work with us and, to make them comfortable when carrying out their activities, we count on you to maintain a safe work environment.

We do not tolerate moral or sexual harassment, prejudices based on gender, skin color, nationality or descent, sexuality, age, disability (physical and intellectual disabilities), political leaning, pregnancy, physical characteristics such as weight, height and others.

**Talent has
no model**

- Repudiate behaviors that offend and exclude people, you are part of our culture of integrity;
- If you witness any form of treatment showing this type of behavior, notify your leadership immediately;
- Contact the Complaints Channel to report behaviors you have witnessed or that have occurred to you.

Human Rights

We advocate for Human Rights beyond our operations..

We do not maintain commercial relationships with companies and people that violate any articles of the Universal Declaration of Human Rights. Our policies and standards determine that:

Equality in dignity and respect

- We have zero tolerance to slave and child labor;
- Job offers are designed based on fair criteria and in accordance with local laws;
- We value diversity and offer equal and fair chances for all employees;
- Our efforts to create a work environment free from harassment, bullying, prejudice and discrimination are ongoing;
- We respect and defend the right of our employees to associate freely to protect their interests.

Occupational safety

Tanac and Tanagro **invest in safety equipment and training to guarantee the physical integrity of their employees, prioritizing and valuing life.** Leaders must lead by example and ensure the implementation of the company's Safety Management Principles and Golden Rules.

Instructions and guidelines on safety and response measures are contained in a specific rule in the Consequence Management Procedure. We welcome any ideas for improving safety!

The 6 Golden Rules for Thinking Safe at Work:



Think safe when working at heights;



Think safe when operating equipment with hazardous energy;



Think safe when working in a confined space;



Think safe when protecting machines and control systems;



Think safe and separate machines and pedestrians;



Think safe when operating critical equipment.

Property security

Responsibility for the safety and good use of the company's property is part of our work duties.

All employees must properly use and store Tanac and Tanagro's equipment, machines and property during their activities. This property includes from machinery, fleets, IT equipment to intangibles such as market strategies, patents, brands and databases.

Just as we care for our property, we carry out our activities with consideration for the property of third parties. Caring for the property of companies and people is also a way of respecting the communities in which we operate.



To preserve the proper use of Tanac and Tanagro's property, respect the following conduct:

- Store property appropriately after use, securing it against theft and robbery;
- Follow the instructions and turn off the equipment when you are done using it;
- Report situations of inappropriate handling and storage;
- Do not access third party information without due authorization;
- Use the property only for the purposes of the operation and activities;
- Carefully return the property after use to be stored in the responsible department.

Information Technology Resources

Tanac and Tanagro's IT and communication resources are available to assist you in your work routine.

Users and passwords for our information technology resources are personal and non-transferable. Misuse of these resources and sharing users and passwords are not permitted.

Remember that, if necessary, communications, emails, websites and files can be accessed to verify misconduct such as:

- Sharing of confidential and/or proprietary information of Tanac and Tanagro;
- Damage to property such as fraud, theft, among others;
- Access to inappropriate content in the work environment;
- Inadequate communications that violate the Code of Conduct.

Institutional Communication

Our communication with the communities, employees and media is based on **transparency and the assertiveness of the information and data presented**. Therefore, it is always necessary to check and approve the information to be published.

Tanac and Tanagro's public stance on any situation or topic must be communicated by people with this role, therefore, **no unauthorized person is allowed to speak out on behalf of Tanac and Tanagro**.

Remember the rules of this code when you speak out publicly, any breach of the conduct established herein may be analyzed by the Ethics Committee and a sanction or consequence measure may be applied.

Tanac and Tanagro are not affiliated to any political party or ideology, and any association or demonstration of this kind is forbidden.

Tanac and Tanagro's reputation are directly linked to our attitudes towards the community, therefore:

- Do not send information or data to third parties without authorization;
- Do not express the company stance without having this role;
- Notify your leadership immediately if third parties request information about the company.

Confidential or privileged information

Data or information about projects, financial and strategic planning, industrial data or personal data of Tanac and Tanagro's employees **must not be shared with third parties without authorization**.

All employees are contractually bound, even after the termination of their contract, to the confidentiality of Tanac and Tanagro information.

The personal data of employees and third parties are protected by the General Personal Data Protection Law (Lei Geral de Proteção de Dados - LGPD), therefore, **this data must be treated in accordance with the guidelines defined in the Law and in Tanac and Tanagro's internal regulations**.



Legal and Quality Compliance

Our production, sale of products and administrative processes are subject to national and international legislation, in addition to quality and management standards and regulations.

Tanac and Tanagro are fully committed to comply with all Laws and Regulations, monitoring and demonstrating their proper execution. **All employees are directly responsible for ensuring legal compliance and quality.**

We grow more doing fair business

You must always:

- Follow policies, standards and work instructions, without exception;
- Take the trainings and carefully read legislation update notices;
- Collaborate with quality audits by carrying out the improvement actions within the agreed time;
- Notify your leadership when procedures are not being carried out in accordance with the applicable rules and laws.

Our sustainability and business growth depend on our proper conduct. **Our commitment to integrity depends on you.** Therefore, your behavior should:

- Respect the division of roles defined according to the activities, in the configurations of management systems and approval levels;
- Conduct negotiations with business partners that do not present conflicts of interest with government bodies or members of Tanac's Governance;
- Notify the leadership or Governance when you think that your decision-making may constitute a conflict of interest;
- Report situations that you witness that could involve a conflict of interest or that are already occurring.



Relationships with third parties

We prioritize technical and quality criteria when supplying our products and when purchasing or contracting services. The market prospecting and customer relationship processes **respect competitive practices and establish a professional connection based on transparency.**

Our purchasing and contracting processes follow good practices of sourcing and quotation, offering equal opportunities to offers that meet quality and legal compliance criteria. **We prioritize business partners who share our values of environmental preservation, fair employment and free competition.**



As role models, we expect you to:

- Present business offers in accordance with the practices of fair competition, ethical conduct and respect for customers' decisions;
- Select suppliers and service providers in accordance with the established criteria for quality, price and legal compliance;
- Not hire or subcontract companies or people that have a conflict of interest including friendship or family relationships directly linked to you or the leadership of Tanac and Tanagro;
- Always check the reputation and legal compliance of business partners, avoiding maintaining relationships with disreputable companies and people.

Conflicts of Interest

Conflicts of interest exist when a decision is made in the operations of Tanac and Tanagro considering the interests of an employee, or a related person, as opposed to the interests of the company.

Decision-making must follow technical criteria and ethical principles. It is not acceptable for anyone who makes choices about Tanac and Tanagro's business to benefit themselves or another individual using our infrastructure and assets, thus harming our purpose. Conflicts of interest may occur:

- When hiring employees or third parties with direct family or friendship ties;
- When selecting business partners with whom you have corporate or association ties;
- Within activities when the same person plays conflicting roles such as: buying and paying; paying and accounting for; receiving raw materials and inventory control;
- With public officials who carry out inspections in Tanac and Tanagro's facilities while having some connection with our businesses.

Intimate relationships

Tanac and Tanagro respect the privacy of employees and Governance members. Intimate relationships may occur naturally in social environments, such as the workplace.

In order for us to manage people fairly and mitigate possible situations of conflicts of interest, intimate relationships between people linked to Tanac and Tanagro must be reported to Human Resources. Send an email to

recursoshumanos@tanac.com.br and ask for information. If you want to ask a question anonymously, send it through the Complaints Channel.



How we handle gifts

Our business relationships may have festive moments, involving the exchange of compliments, gifts, and to seal an agreement or pay tribute. For such a nice moment to not constitute a conflict of interest, we have the following rules for giving and receiving gifts and tributes:

Honesty is non-negotiable



- We can give and receive gifts with the logos of Tanac, Tanagro and partner companies;
- Gifts without the logo must be refused. If you receive one with no return information, forward it to your leadership or Governance;
- To give gifts without Tanac and Tanagro's logo, you must have previous authorization by the legal department;
- Tributes, interviews and any public reference to an employee or member of Governance that have a relationship with a business partner or may characterize a conflict of interest must be notified directly to the Ethics Committee.

Complaints Channel

Culture of Integrity is our culture for what is right

Tanac and Tanagro **already have an established system for reporting, communicating situations and questions about misconduct.** The Complaints Channel has a security system in place to maintain confidentiality and prevent tracking of complainants. **You can make the complaint anonymously or with identification, both ways will be kept confidential.**

After a complaint has been made, the complainant can maintain contact anonymously and provide the information required to resolve the situation. When transmitting information about the complaint, the more details you provide such as dates, places of occurrence, people involved or who witnessed,

the greater the assertiveness of the actions to be taken.

According to the rules defined in the investigation process, the Committee will designate qualified people to investigate the situation.

Therefore, you must:

- Check the chat between the Committee and the complainant in case more information is needed. The chat preserves anonymity;
- Attend the trainings and read the instructions on the best way to use the Complaints Channel;
- Trust the process, everyone involved will be respected throughout the procedures.

How to make the complaint

You may contact Contato Seguro through the following channels:



0800 601 8698



contatoseguro.com.br/tanac

Contato Seguro is the company responsible for receiving complaints about our conduct. **By contract, Contato Seguro does not provide information about complainants or allow location tracking, regardless of the job title or person reported.**

After the Channel managers analyze the complaint, the Ethics Committee receives the complaint and decides how to address it.

If any member of the Committee is involved, he or she will not learn about the complaint.

The handling of complaints follows a structured process. We must verify the evidence related to the reported situations, therefore, **any information you provide is crucial so that the best solutions can be reached.**

Sanctions and remedial measures

We comply with our agreements

Fulfilling our conduct obligations also means taking action when the rules are not followed. Responses to breaches of conduct are decided by Tanac and Tanagro's Ethics Committee through set guidelines for conflict resolution, pacification and disciplinary measures. As an example, the following actions are subject to disciplinary measures in accordance with the Law;

- Failure to comply with the applicable laws and quality standards, especially in work relations;
- Work under the influence of alcohol, drugs and any substance that alters perception and cognition;
- Rob or steal personal items, documents, data and assets belonging to Tanac and Tanagro;
- Falsify internal or external records to benefit yourself, Tanac, Tanagro or third parties;
- Act with prejudice or discrimination under any circumstances;
- Morally or sexually harass people, regardless of the number of occurrences;
- Incite violence or act violently in any place under the responsibility of Tanac and Tanagro;
- Take a decision or influence someone when subject to a conflict of interest;
- Offer or receive undue advantage, especially with the involvement of public officials;
- Leak personal or business data regardless of obtaining or losing a financial advantage for any of the parties.



Updates and validity of the Code of Conduct

The Ethics Committee **is attentive to new relevant situations regarding behavior and integrity**, and in order to maintain **a strong integrity culture**, this Code will be reviewed under the leadership of the Ethics Committee and approved by the Board of Directors. It is effective immediately on the date of publication of the Code of Conduct.



Fill out the commitment form on the next page and forward it to the People and Management area. ►



My commitment to conduct

I declare that I am aware of the conduct guidelines that govern the work carried out at Tanac and Tanagro. I declare that I am aware that Tanac and Tanagro have a Complaints Channel for me to communicate safely about behavior and misconduct. I am committed to being attentive, collaborating and ensuring a culture of integrity and good practices during my relationship with Tanac and Tanagro.

Name: _____

Registration: _____

Date: _____

Signature: _____





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