



Diversity Policy

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In line with its mission to contribute to sustainability, Instituto Escolhas believes in a fairer society without inequalities.

It values equal opportunities, regardless of socioeconomic conditions, geographic origin, age, marital status, race, gender, sexual orientation, political position, religion, special needs, and/or health conditions, among other differences that exist.

It believes that diverse environments provide opportunities for promoting multiple perspectives and new ways of thinking about the complex problems of a world that is constantly changing.

It therefore vehemently rejects behavior that leads to an intimidating, hostile, or offensive environment that is based on any discriminatory factor.

Aims

The Institute seeks to create the necessary conditions for including and valuing different profiles, promoting equal opportunities, and ensuring the professional development of its employees, regardless of any characteristic they may have.

It is committed to eliminating all discrimination in terms of remuneration and promotion, in the occupation of leadership positions, and in remaining in employment.

It strives internally to promote a place where everyone can dedicate themselves to their work, confident that they will be treated with respect and valued for who they are, and free to express their opinions and concerns without fear of humiliation, persecution, or retaliation, regardless of their position or the context.

In its environment, it also prohibits any attitudes that involve the abuse of power, violence, bullying, or sexual harassment. Derogatory and offensive comments, gestures, jokes, or images related to differences are also prohibited.

Together with its members, the Institute undertakes to constantly improve internal procedures that make it possible to end all forms of discrimination.



This position is also reflected in its relationships with partners, suppliers, and the government, because Instituto Escolhas understands it has a commitment to society as a whole.

Practices

In order to defend its principles of equality, Instituto Escolhas adopts procedures on two fronts:

People management

- It seeks to form multifaceted work groups, involving staff, board directors, suppliers, and partners in general.
- When selecting employees and suppliers, it looks for gender and racial equality among the finalists, encourages less-well-represented profiles to take part, uses inclusive language when divulging opportunities, and puts together diverse groups for defining the final choices.
- Not hiring professionals or dismissing them because of factors such as a woman's reproductive life, sexual orientation, skin color, or other forms of discrimination are forbidden.
- It has a Remuneration & Benefits Policy that is based on pre-established job descriptions and salary grades that are compatible with the terms of this policy.
- It guarantees that the criteria it adopts for remunerating suppliers will be standardized and rational.
- It appropriately sanctions employees who make unwanted sexual requests and/or advances, engage in unwanted physical contact, make suggestive or obscene remarks, display indecent visual content to others, or use their position directly or indirectly to obtain sexual favors.
- It promotes an environment of respect and dignity, where team members have fair and equal access to information and resources.
- It provides maternity/paternity support by way of its specific human resource policies, such as flexible working hours.
- It complies with anti-discrimination legislation.

Organizational culture

- It works with projects that help promote equality and social justice.
- It disseminates the culture of equal opportunities and valuing diversity both internally and externally.
- It provides opportunities for its team to develop with regard to this topic.



- It gives preference to suppliers and partners that engage in similar practices.
- In the case of any non-compliance with this policy, the Institute's employees are told that it will take appropriate action in line with its Complaints Policy.

Indicators

The GRI¹ standards were adopted as a parameter for assessing the Institute's practice of its diversity principles. In terms of diversity, equal opportunities, and non-discrimination, the GRI recommends that the following should be monitored:

- Diversity in decision-making and in the different team categories:

Employees are distributed among the various segments according to their gender, age band, and/or other relevant, under-represented groups.

- The remuneration level of men and women

A basic salary, with additional for men and women in each segment (and place of work, when relevant).

- Discrimination indices and corrective actions

The number of incidents of discrimination and the situation with regard to the corrective measures taken are grouped by "incidents analyzed", "correction on-going", "correction and process review finalized", and "incident no longer subject to action".

In 2020 Instituto Escolhas started monitoring these indicators on a routine basis.

¹ The Global Reporting Initiative (GRI) is an independent international organization that was founded in 1997 and is a pioneer in the sustainability reports sector. Its standards have been improved for 20 years, and they help businesses and governments worldwide understand and communicate their impact in matters of sustainability: <https://www.globalreporting.org/standards/gri-standards-download-center/> (Standards GRI 405-1, 405-2 e 406-1)