



Non-Discriminatory Policy and Prevention of Harassment or Abuse

Year 2024

Non-Discriminatory Policy and Prevention of Harassment or Abuse

AZ4 Display Indústria e Comércio Ltda. values a safe, respectful, and inclusive work environment for all employees, clients, and collaborators. In line with our values and commitments, we have implemented a strict policy of non-discrimination and prevention of harassment or abuse.

Fundamental Principles

Respect and Equality:

We promote equal opportunities for all, regardless of race, gender, age, sexual orientation, religion, disability, or any other personal characteristic. Discrimination of any kind will not be tolerated.

Harassment-Free Work Environment:

We are committed to maintaining an environment free from sexual, moral, or any other forms of harassment. Harassment includes unwanted behaviors, offensive comments, intimidation, threats, or any actions that create a hostile or intimidating environment.

Code of Conduct Guidelines

Professional Behavior:

All employees must act professionally and respectfully. Offensive jokes, insults, aggressive behavior, or any form of disrespect are unacceptable.

Open Communication:

We encourage open and honest communication. Employees who feel they have been victims of discrimination, harassment, or abuse should report the incident immediately to their supervisors, the Human Resources department, or through available anonymous reporting channels.

Training and Awareness:

We will conduct regular training sessions for all employees on the importance of diversity, inclusion, and respect in the workplace, as well as on how to identify and respond to cases of harassment or discrimination.

Non-Discriminatory Policy and Prevention of Harassment or Abuse

1. Objective

This policy aims to promote and strengthen an organizational culture based on mutual respect, serving as a foundation for interpersonal interactions and acting preventively against behaviors that may constitute moral harassment, sexual harassment, discrimination, or acts of violence.

2. Guidelines

AZ4 Group is committed to providing equal employment opportunities. Employees and candidates must be treated fairly, and no illegal discrimination should occur.

We comply with all applicable laws in our hiring decisions (such as recruitment, hiring, training, salaries, and promotions) as well as in our corporate environment conduct. AZ4 Group does not discriminate against individuals based on race, color, gender, age, nationality, religion, sexual orientation, gender identity or expression, marital status, citizenship, disability, veteran status, illness, etc.

AZ4 Group values a workplace free from discrimination, harassment, and acts of violence. We deeply respect the importance of treating all individuals with courtesy, ethics, and kindness, respecting each person's diversity. Every team member is responsible for fostering a respectful and educated environment in workplace interactions. Therefore, sexism, prejudice, abuse, and discrimination are strictly prohibited in all their forms.

AZ4 Group strictly prohibits employees from engaging in the following practices, among others:

Prohibited Practices

- Intimidating acts;
 - Persecution;
 - Inappropriate physical contact;
 - Frequent interruptions aimed at diminishing another person's professional or opinion-based capacity;
 - Use of derogatory language;
 - Offensive comments of any nature;
 - Mockery related to physical characteristics, socioeconomic background, or regional origin;
 - Disrespectful insinuations to discredit a colleague;
 - Unwanted provocations and blackmail;
 - Any form of harassment, discrimination, or acts of violence. Employees are expected to:
 - Respect and safeguard the physical and mental integrity of individuals;
 - Value social responsibility in work;
 - Promote a fair, productive, healthy, and respectful work environment.
- ### **Reporting and Investigation Procedures**
- Confidentiality: All reports will be handled with the utmost confidentiality to protect the privacy of those involved.
 - Impartial Investigation: Reports will be investigated fairly and rigorously. Appropriate measures will be taken to address any identified issues, ensuring corrective actions are implemented promptly.
 - Protection Against Retaliation: No employee will suffer retaliation for reporting discrimination, harassment, or abuse in good faith.

Commitment from Leadership

The company's leadership is committed to supporting and promoting this policy, ensuring that all employees can work in a safe and welcoming environment. We will continue to review and improve our practices to ensure that our principles of non-discrimination and harassment prevention are always upheld and respected.

Together, we can build a fairer, more diverse, respectful, and productive workplace for all.

AZ4 Group Leadership