



INTERNAL PROCEDURE OF THE SUSTAINABILITY COMMITTEE

1. Main Aim

1.1. Avibras' Sustainability Committee aims at supporting the Company's management and governance, in the development of its attributions regarding the sustainability strategies, also including the definition of guidelines and corporate actions as well as conciliating the matters of economic development with those of social and environmental responsibility.

1.2. The Committee guides its actions on the legislation in force, on the Code of Conduct, on the Internal Procedures (IPs), on the Work Instructions (WIs) of the company and also on the best practices of the market.

2. Attributions and Responsibilities

2.1. The Committee has as its attributions and responsibilities:

- a) support the Management in all aspects related to sustainability;
- b) develop action plans aiming at the consolidation of sustainable practices as well as the generation of economic, social and environmental values;
- c) materialize the concept and the corporate sustainability practice together with the internal public;
- d) map the sustainability indicators which exist in the company and propose their extension, whenever necessary;

e) develop a Sustainability Report, aiming at its approval by the Board and further deployment;

f) evaluate, when appropriate, the convenience of answering questionnaires, surveys and reports related to the issue of corporate sustainability, submitting this evaluation to the appreciation of the Board.

3. Composition

3.1. The Committee is composed by the following members:

- a) Company CEO;
- b) Accounting Management Representative.
- c) Environment Engineering Representative.
- d) Legal Affairs Representative.
- e) Corporate Affairs Board Representative.
- f) Supply Chain Management Representative.
- g) Social Service Area Representative.
- h) Human Resources Management Representative;

3.2. The term of office of the representatives in the Committee lasts two years, counting from the designation, where a renewal may occur at the discretion of Avibras' CEO.

3.3. The Committee members, once designated by Avibras' CEO, will have no alternates; exceptionally in cases of serious impediments, a member of the Committee may temporarily be replaced by another representative, provided that there is a previous agreement of the Committee.

3.4. The CEO of the company may, at any time and at his sole discretion, remove any of the appointed members.

3.5. Members eventually absent at any meeting or activity promoted by the Committee undertake to justify their absence, previously, whenever possible.

3.6. Exceptionally, any employee or person unrelated to **Avibras** staff can be summoned to attend the meeting of the Committee, by way of cooperation, with prior approval of the CEO of the company.

4. Modus Operandi

4.1. The Committee is coordinated by the CEO, who will provide all resources necessary for its proper application.

4.2. The CEO, who is the Coordinator of the Committee, sets the agenda, chairs the meetings and responds institutionally by the activities, at internal and external levels.

4.3. The Ethics Committee should meet at least once a month, or special meetings may occur. The minimum quorum to conduct Committee meetings is of 5 (five members), being one of them, necessarily, the CEO.

4.4. Each member will have one vote in the deliberations of the Committee (except guests).

4.5. The deliberations shall be defined by a simple majority of the votes of the members present at the meeting. In the event of a tie, the decision-making vote shall belong to the Committee Coordinator;

4.6. The results of the meetings shall be recorded in minutes which shall be signed by the members present;

4.7. Should be included in the minutes:

(a) the list of members present, duly signed;

(b) justification of absences, if any;

(c) possible deviations of ethical values assessed at the meeting;

(d) relevant items of discussions;

(e) recommendations made by the Committee to the areas concerned.

5. General Provisions

5.1. The omissions will be dealt by Avibras' CEO.

5.2. The current Internal Procedure may be modified at any time, by proposals of the Committee members, under the approval of the company CEO.