

## **HUMAN RESOURCES MANAGEMENT POLICY**

The Ramacrisna Institute's People Management policy contains information that reveals the desired profile of a new employee and the possible ways to guarantee an institution that transforms lives through innovative solutions in education and professionalization.

Ramacrisna does not hire children or teenagers. All contractors are at least 18 years old. Only as a teenager apprentice, in accordance with the relevant legislation, young people between 14 and 17 years of age are hired for apprenticeships. Our partnerships follow ethical and professional standards, we do not support child labor and any forms of work or reprimands that may physically or morally harm our employees.

Our hiring policy follows the parameters required in the national CLT (Consolidation of Labor Laws), we value an ethical work environment, based on justice and respect in all actions and relationships where Ramacrisna does not accept or condone forced, slave or similar labor, nor the use of child labor or any forms of harassment or sexual exploitation of children or adolescents.

We seek to work by placing the other at the center of actions in a healthy and safe environment in which our employees have the possibility of growth and human development.

We offer food at our headquarters, transportation vouchers, health insurance, dental insurance, laser access options and life insurance to all our employees.

Our identification is done through uniforms corresponding to the projects and areas of activity, and the use of alcohol, drugs or weapons is not allowed inside the premises or during working hours.



We have guidelines based on our code of ethics and manual of conduct available on our website. We practice fire prevention policies and training, prepare an Environmental Risk and Prevention Plan (PPRA) and the Occupational Medicine and Health Control Program (PCMSO), in addition to the periodic monitoring of our employees.

We contribute to an environment in which our employees feel part of the process with a flexible environment open to suggestions and new actions that contribute to the good performance of all processes.