



PRO-DIVERSITY POLICY

REVISION 00



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1. PURPOSE

The Pro-Diversity Policy (“Policy”) of DMS LOGISTICS seeks to establish parameters and basic principles that aim to reinforce the means of valorization on the subject in the company, inspire respectful and inclusive practices to support all associates in the appropriate resolution of possible incidents.

2. SCOPE OF APPLICATION

The guidelines provided for in the code apply to all employees of the DMS LOGISTICS Group, service providers, officers, board members, suppliers, business partners and customers, whether natural or legal persons, including Public Administration bodies/entities that hire the services of DMS (collectively “Associates”).

All customers, service providers and suppliers, including other partners of DMS LOGISTICS and its subsidiaries must know and observe this policy to guide their conduct and avoid conflicts and violations.

3. DMS RESPONSIBILITIES

Associates and other interested parties must observe and ensure compliance with this policy and, when necessary, trigger the Executive Board, HR (Human Resources) and/or Quality to consult on situations that involve conflict with this Policy or through the occurrence of situations described in it. It is essential that each person, in addition to knowing, disseminate the practices and guidelines set forth in this Policy.

4. TERMS AND DEFINITIONS

UN: United Nations.

Human rights: according to the UN, human rights are inherent to all human beings, regardless of race, sex, nationality, ethnicity, language, religion or any other characteristic. They are inalienable, universal, indivisible and interdependent.

Diversity: refers, more comprehensively, to a set of differences and values shared by human beings in social life. This concept is closely connected with the concepts of plurality, multiplicity, different modes of perception and approach, heterogeneity and variety. Human diversity covers different dimensions of existence, such as ethnic,



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national, family origin; professional history, profession, gender, race, sexual orientation or religion.

Representativity: it means to represent with effectiveness a certain segment or group of the population. It can be related to the quantitative question – for example, the number of people from a certain group in a company's employee frame – or to a question of legitimacy – a representative person is as if he/she were the voice and image of a segment, sector or social group.

Ethnicity: ethnicity is a group that, in a historical perspective, shares the same ancestor, the same language, religion and/or culture and resides in the same geographical territory.

Race: it is a category created to legitimize domination systems based on phenotype and origin. It is currently understood as a social, non-biological construction that defines sociocultural, economic and political interactions. In Brazil, race is mapped from the self-identification and self-declaration of each individual person.

Gender expression: it is the way in which the individual expresses his gender, through actions and appearance.

Gender identity: it reflects the deeply felt and lived sense of a person's own gender and it is part of one's identity as a whole; gender identity is not conditioned on the approval of third parties, since it is a question of self-identification.

Social name: it is the way a person identifies and wants to be called, regardless of the name assigned at the moment of birth registration

Sexual orientation: refers to the existence or non-existence of physical, romantic and/or emotional attraction of a person in relation to others in a society.

Transgender: an umbrella term employed to describe a wide variety of gender identities whose appearance and characteristics are perceived as atypical – including transsexual people, transvestites, cross-dressers, and people who identify as third gender.

Inclusion: it is the valorization and insertion of populations that, due to historical and social issues, face barriers in society and in companies. In the business context, it is the set of attitudes and everyday practices that favor the interaction between all people in a participatory climate, of respect, dialogue and cooperation.



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Persons with disabilities: the UN Convention on the Rights of Persons with Disabilities and its Optional Protocol, individuals with disabilities are those who have physical, mental, intellectual or sensory impairments which in interaction with various barriers may hinder their full and effective participation in society with other people.

5. PURPOSES, PRINCIPLES AND COMMITMENTS

5.1. Purposes:

- Valorization of the Code of Ethics and Conduct of DMS LOGISTICS: Ensure that the Code of Conduct, inspired by the values of the company, is put into practice when it comes to the Pro-Diversity Policy, avoiding risks for the organization and for all its relationship audiences;
- Valorization of diversity of the Associates: Finding viable and innovative solutions in pro-diversity practices that expand their opportunities for success, ensuring that DMS LOGISTICS reflects the diversity existing in society and through it enriches their business prospects and improves their ability to welcome the various types of customers, associates and third parties;
- Company culture: Establish a work culture that promotes and values diversity among associates at all levels;
- Excellence: Observe the international commitments of inclusion and diversity, as well as the domestic legislation in force on this subject;
- Promotion of inclusive processes: Practice fair and non-discriminatory recruitment and selection procedures, which seek to include underrepresented groups.

5.2. Guiding Principles:

The UN has established some guiding principles ("GPs") as *"the official global standard, providing a plan for the steps that all states and companies must adopt to defend human rights"*, after all, the responsibility to respect human rights is a global standard of conduct expected of all companies, regardless of the country of operation. It exists regardless of the capabilities and/or willingness of states to fulfill their own human rights



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obligations and does not diminish those obligations. This responsibility exists beyond compliance with national laws and regulations that protect human rights.

The DMS LOGISTICS reaffirms its commitment to guarantee and protect human rights and, therefore, promote diversity in its environments, adopting the parameters established by the UN on the subject, translated in the statment "**Protect, Respect and remedy**" which can be accessed in its entirety here and are summarized below:

- (a) Obligations assumed by states to respect, protect and implement human rights and fundamental freedoms;
- (b) The role of companies as specialized bodies of society that perform specialized functions and that must comply with all applicable laws and respect human rights; and
- (c) The need for rights and obligations to be provided with adequate and effective remedies in the event of non-compliance.

Specifically on the role of companies, DMS LOGISTICS **(a)** makes a public commitment to assume their responsibility to respect human rights and ensure diversity, complying with and respecting applicable laws; **(b)** adopt a human rights due diligence process to identify, prevent, mitigate and account for how they address their impacts on human rights and **(c)** adopt processes that make it possible to remedy any adverse human rights impacts caused by DMS or to which it has contributed.

6. COMMITMENTS IN THE DMS

1. Welcoming environment with trust and respect for all: DMS LOGISTICS is committed to ensuring a plural, fair, balanced, inclusive, respectful and accessible work environment where everyone has equal opportunities for growth, as well as security so that everyone can be whoever they want, sharing their ideas respectfully with others with an open and transparent dialogue
2. Bias-free processes: DMS LOGISTICS adopts and will adopt bias-free processes, without any discrimination on the grounds of race, ethnicity, gender, gender identity, sexual orientation, age, social class, disability, religiosity, nationality, political beliefs, including in the internal norms and processes of recruitment, dismissal, promotion, reward and benefits, training or retirement that must be based on merit.
3. Awareness, Promotion of Diversity and Inclusion: DMS LOGISTICS reiterates its commitment to promote and encourage the awareness, involvement and participation of all professionals in the search for diversity and inclusion, including with specific training of leadership and teams for the appreciation of diversity



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4. Zero tolerance policy for prejudice, discrimination and harassment: DMS LOGISTICS adopts a zero-tolerance policy for prejudiced, discriminatory or harassing practices. Any violations of this Policy may be punished in the ways provided for in the Code of Ethics and Conduct and in the Non-Retaliation Policy and Consequences Management of DMS LOGISTICS.

7. ROLE OF LEADERSHIP

Leadership is one of the essential instances for the construction of an inclusive organizational culture and an environment of psychological security for all, therefore, it is essential for it to be knowledgeable and multiplier of this Policy. DMS LOGISTICS works on the training of its leaders, so that they do not reproduce stereotypes and discriminatory conduct.

Preventively, DMS LOGISTIC will carry out educational campaigns and actions, such as training and sensitization, with the aim of eradicating unacceptable behaviors related to gender issues, racial discrimination and other relevant topics.

8. ROLE OF LEGAL ENTITIES

It is the duty of the legal sector to support in the resolution of doubts and conducts related to situations involving diversity issues in the company, in addition to keeping up to date with any legislative changes (national or not) on the subject.

9. PLANNING INCLUSIVE ACTIONS

DMS LOGISTICS in order to comply with the purposes, guidelines and commitments signed here, plans the following inclusive actions:

- To combat any type of discrimination, harassment or other inappropriate practices in all forms, involving associates, customers or third parties
- To establish everyday inclusive practices that favor interaction between all people in an environment of respect, dialogue and cooperation, focusing on the quality of relations and appreciation of differences. This includes avoiding any prejudiced, discriminatory, or embarrassing comments regarding any kind of audience, even unintentional or in the absence of their representatives
- To promote diversity in all human resources processes, including attraction, selection, recruitment, compensation, promotions, moves and training



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- To stimulate the increase of the representation of minority groups and gender equality in the leadership and higher management positions of the company
- To raise awareness and promote the performance of teams characterized by diversity
- To increase the awareness of the organization and continued training in relation to diversity and inclusion through periodic events such as the ones on the Black Consciousness Week and on the day of the fight against homophobia
- To establish good practices in the relationship with the internal public and with all other public
- To support business units in the compliance with the principles and practices of diversity, respecting the standards of the company and the country
- To adopt means and practices to prevent, investigate and stop any situations of offense, hostility, embarrassment or negative conduct related to race, ethnicity, gender, sexual orientation, disabilities, social or any other nature, encouraging those present to denounce the disrespectful conduct of this Policy.
- To identify potential barriers to diversity in management processes and practices
- To create channels of participation of all around the principles and practices of valuing diversity in the company, opening spaces for dialogue and collaboration that should be stimulated and maintained in the areas, with the support of managers
- To evaluate opportunities for the establishment of programs and tools that favor the training, professional development and inclusion in the labor market of vulnerable groups.

10. RULES OF RESPECT AND COEXISTENCE

- It is important not to stereotype, that is, not to assume truths only based on your point of view
- Do not presume people's sexual orientation or gender identity based on your observation. Everyone should be treated with equal respect
- Do not make jokes with characteristics (physical or of any nature) of people
- Position yourself whenever faced with a discriminatory situation
- Be inclusive in your communication



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Specifically, respect for gender identity encompasses some of the actions below:

- The use of Social names and pronouns in documents, internal systems and verbal dealings
- Recommendation that the social name be used in all benefit documents (e.g. health insurance plan card and dental insurance plan)
- Use of the correct pronoun according to gender identity
- Clear communication on permission to use toilets according to the gender that the person identifies, accompanied by awareness actions for employees and other public involved

11. INDICATORS

Through this Policy, DMS LOGISTICS undertakes to monitor the following indicators:

- Percentage of women in leadership positions (management and above);
- Percentage of persons with disabilities in the functional framework;
- Age diversity, respecting the limits set in the current labor legislation;
- Racial equity;
- Length of stay of women in the company returning from maternity leave.

12. GENERAL PROVISIONS

Whenever a situation in disagreement with the guidelines of this Policy is identified, including any types of discrimination and prejudice involving associates, third parties, suppliers or customers, the Complaint Channel must be triggered, so that the record has its relevance evaluated, and the necessary improvement actions are established.

Any attitude in disagreement with this Policy and its ethical principles is subject to sanctions and disciplinary measures that will be reviewed on a case-by-case basis.

If there are reports of inappropriate conduct of the client in relation to associates, third parties or other people who are in the company environment, duly verified and legitimized, the company will give the guidelines and provide the necessary support for the appropriate measures to be taken.

13. PENALTIES



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Failure to comply with DMS LOGISTICS ' Pro-Diversity Policy will entail administrative sanctions in the first instance, and may result in the employee's firing and/or termination of agreement with other interested parties according to the severity of the occurrence.

14. SITUATIONS NOT COVERED

This Policy presents general guidelines, and some specific situations may not be covered.

What is expected in these cases is that each one acts with responsibility, prudence and ethical conscience, evaluating the best way forward with the certainty that the appropriate solution will always be governed by the values we cherish.

Any questions not specified in this document and related to the topics ethics and conduct, should be submitted for evaluation by the Executive Board.

It is up to the Human Resources Department to keep this document up to date, in accordance with the one published by the group internationally, bringing its content to the knowledge of all of the DMS LOGISTICS Group.

15. INFORMATION AND COMMUNICATION

All recipients of this Policy, when identifying a risk situation related to this Policy and other codes, policies and standards of similar content, have the responsibility to communicate the fact to the High Executive Board and the Quality Department of DMS. For this purpose, the following communication channels may be used:

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- Channel disk-report: ouvidoria@dmslog.com (in the case someone wants to make an anonymous complaint);



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- Called through DMSYS.

16. TERM

This Policy takes effect on the date of its publication, revoking and replacing any previous communication on the subject matter and it will remain in effect for an indefinite period.

17. REVISION HISTORY

Revision	Date	Description
00	10/18/2018	Issuance of the document.
01	09/28/2020	General revision to include new commitments to the environment, health and safety of associates and information security and coding in the document.
02	12/01/2020	General revision to change the term web and clouds by web and cloud and modify the document template.

18. APPROVAL AND CLASSIFICATION OF INFORMATION

Elaborated by:	Wellington Ferreira	
Revised by:	Natalie Corrêa	
Approved by:	Eduardo Reis	
Level of confidentiality:	X	Public Information
		Internal Information
		Confidential Information
		Restricted Information



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**WE NEVER COMPROMISE ON QUALITY AND
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