



Machado
Meyer ADVOGADOS

2019 Annual Report

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Our People

Letter from the **CEO**

Valuing our **people** has always been part of Machado Meyer's culture. We believe that a partnership is built on a daily basis, through empathy and commitment to work, to our colleagues, to our clients, and also to society.

The changes in these 47 years of trajectory have been great, but always aligned with our purpose of offering legal intelligence to businesses that transform realities. In this sense, we have built our investment guidelines based on supporting projects that foster education at all levels of society, thus contributing to change in the lives of people and communities.

In this report we share our operating strategy on the Social Investment and Incentive Law, Pro Bono, Volunteering, Sustainability, and Diversity & Inclusion fronts, as well as the projects and efforts made to make all this possible.

We hope to continue building the legacy of the firm and generating positive impacts for the society in which we live, valuing people, clients, innovating with ethics, and very proud to be Machado Meyer.

Happy reading!

Tito Andrade
Managing Partner



Letter from the **Social Responsibility and Pro Bono Committee**

The Social Responsibility and Pro Bono Committee started in 2002 and is formed by partners, associates, interns, and staff members. Its

objective is to direct the actions and support provided by the firm to social projects.

Through resources with and without tax incentives, we contribute to organizations that foster education in various parts of Brazil. In addition, we have made a commitment to pro bono work in order to offer free legal services to institutions in need, also engaging their staff members.

The committee has been working daily with our people to make society increasingly collaborative and humane.

In 2019, we carried out many actions that we are proud of and that you can get to know in detail on the pages below.

Social Responsibility & Pro Bono Committee

Adriana Pallis
Business

Eduardo Castro
Business

Fernanda Sá
Tax

Raquel Novais
Tax



Letter from the Diversity and Inclusion Committee

The Diversity and Inclusion Committee emerged in 2011, based on the work developed under the Women in Machado Meyer Program, focused on gender equity. The evolution of this agenda has awakened our attention to other forms of diversity.

In 2017, the affinity group #1GUALDADE emerged, with the goal of promoting an open, inclusive, and welcoming environment for the LGBTQ+ public. The following year, we created ID.AFRO, to emphasize the firm's commitment to ethnic and racial equity.

All fronts of the committee have an internal forum for sharing content and discussing relevant issues, with regular in-person meetings and events.

We are constantly seeking to respect and recognize the value of a diverse team, not only within the firm, but also before society as a whole.

Diversity & Inclusion Committee

Ana Karina Souza
Infrastructure

Camila Galvão
Tax

Cristiane Romano
Litigation

Mauro Cesar
Business



people
ethics
innovation
provision

Operating
model

e
client

S
In line with the commitment to acting ethically with integrity and transparency in our business, Machado Meyer's actions are guided by our Code of Conduct, which establishes the attitudes, decisions, and behaviors expected of our employees, suppliers, and business partners. In addition to the Code, we also have the values of our culture as guidelines for developing all of our actions.

novation

dd

We value our people

We are **committed** to valuing our people, respecting **diversity**, and generating recognition and professional development. We lead by example to guide and motivate our teams to face challenges with independence, assuring them all the necessary support.



We do what is best for the client

We know our clients and offer innovative **solutions to their needs**. We act with flexibility, courage, and responsibility to ensure differentiated experiences and results.

We are **committed to what we promise** and we build long-term partnerships and bonds. We know that our client's issues are challenging and relevant and that is why we work in an integrated manner, taking care of all phases of the project with the same level of excellence.

"We are committed to what we promise and we build long-term partnerships and bonds."



We act with **ethics** and transparency

We build **trusting relationships with our clients** based on the consistency of our services and the strength of our brand. We act with integrity, transparency, in compliance with the law, our Code of Conduct, and internal values. We believe that respect for people, and clarity and agility in communication generate good results and positive interactions.

We **innovate** to create value

Our commitment is to **generate value in our relationships**. We believe in innovation to ensure the continuity of our success story. We use our talent and knowledge to ensure the excellence of our processes and services, without forgetting that a combination of specialties generates more creative and effective solutions for us and our clients.

We're **proud** to be MACHADO MEYER

We care for our firm and our brand. **We value actions that inspire our employees and build client loyalty**. We seek results that contribute to the constant growth of Machado Meyer. We invest in commitment, cooperation, excellence, and uniformity to manage our teams and deliver legal intelligence. Our team is united, competent, and reflects the strength of our brand and the values of our culture.

The **#1MachadoMeyer** culture permeates our permeates our Corporate Social Responsibility action model in all its aspects, connecting to our five pillars:

Diversity & Inclusion, Social Investment and Incentive Laws, Pro Bono, Volunteering and Sustainability, with Education as the main guiding principle and present in all initiatives.





As a law firm, the ongoing education and training of our people is critical to the continuity and success of our business. Therefore, we also believe in **education as a tool for social change**, applying this guideline to the community in which we are found.

Corporate Social Responsibility in numbers

(in Brazilian Reais)

880,000

Rouanet Law

220,000

Sports law

220,000

Elder law

220,000

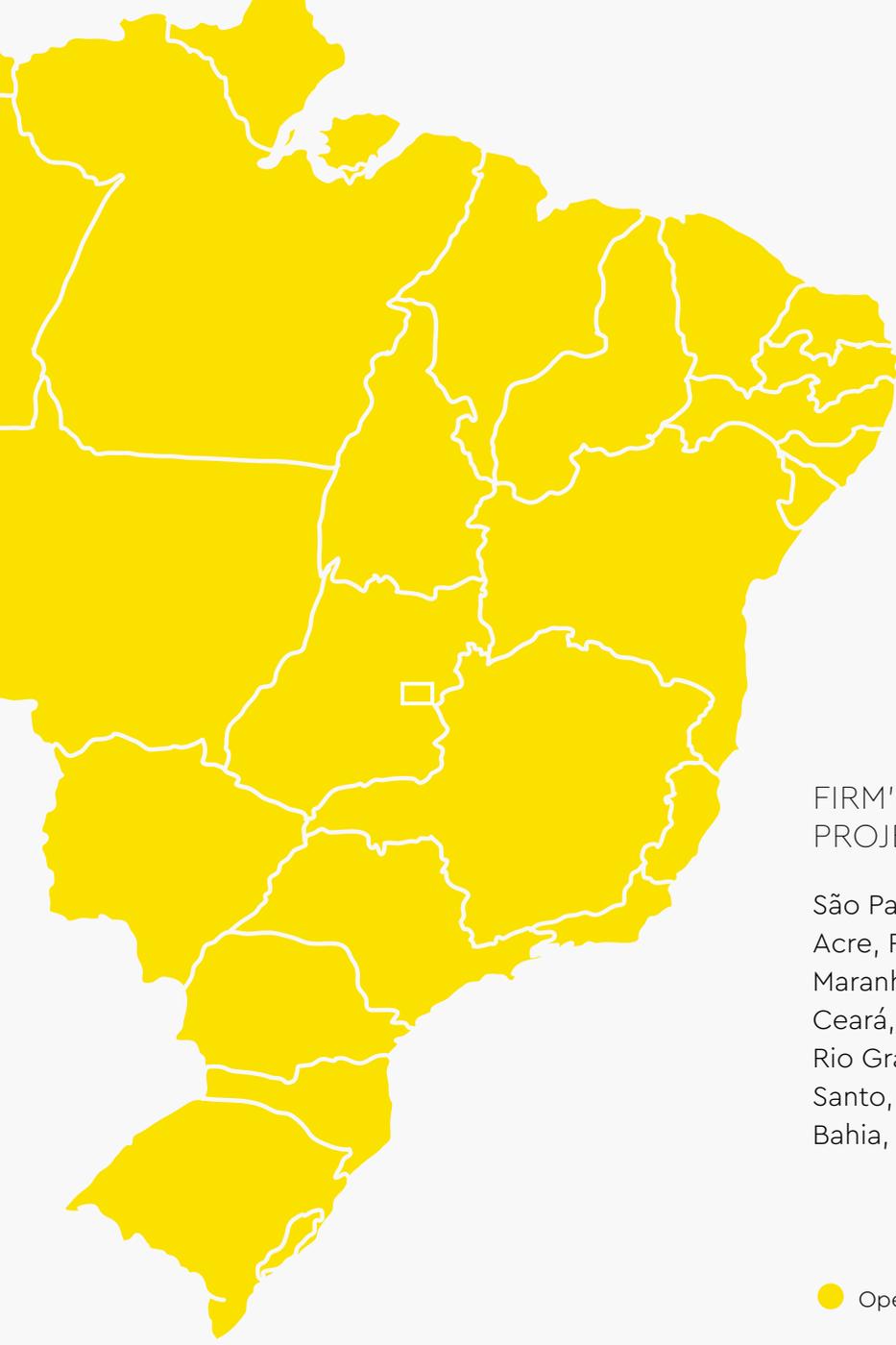
Child and Adolescent Fund

350,000

Free budget

total

1,890,000 million



FIRM'S OPERATIONS THROUGH PROJECTS IN ALL BRAZILIAN STATES:

São Paulo, Rio de Janeiro, Roraima, Amazonas, Acre, Rondônia, Mato Grosso, Tocantins, Maranhão, Pará, Amapá, Goiás, Minas Gerais, Ceará, Alagoas, Paraíba, Rio Grande do Norte, Rio Grande do Sul, Santa Catarina, Espírito Santo, Mato Grosso do Sul, Piauí, Paraná, Bahia, Sergipe, and Pernambuco.

● Operations in Brazilian states

APPROXIMATE NUMBER OF BENEFICIARIES

Considering the number of beneficiaries declared by all the organizations we supported in 2019, we can consider that, directly or indirectly, we have reached around

330 thousand people in our actions.

Number of organizations supported

20

Number of D&I actions in 2019

7 actions

Social investment and Incentive Laws

We apply our legal intelligence in the selection and evaluation of projects executed by the third sector. The review of projects is based on criteria such as the number of beneficiaries reached, region where the project is executed, and connection with our core business, among others.

CRITERIA FOR EVALUATION

projects

Main guideline

Evaluation of the main guideline that defines the organization's actions, ensuring that it is in accordance with the main guidance of support from Machado Meyer: education.

Governance

Evaluation of the processes used in the management of the organization, transparency, relationships among stakeholders, and objectives. These processes must guarantee the reliability of the organization.

Beneficiaries

Qualitative and quantitative evaluation of those who receive or benefit from the actions of the project to be supported.

Machado Meyer

Relevance of the contribution to the budget

Evaluation of the representativeness of the percentage of the contribution that the firm is able to make, in relation to the annual budget of the applicant.

Return for the firm's image

Assessment of the reach for current firm stakeholders and evaluation of contribution of content.

Alignment with the core business

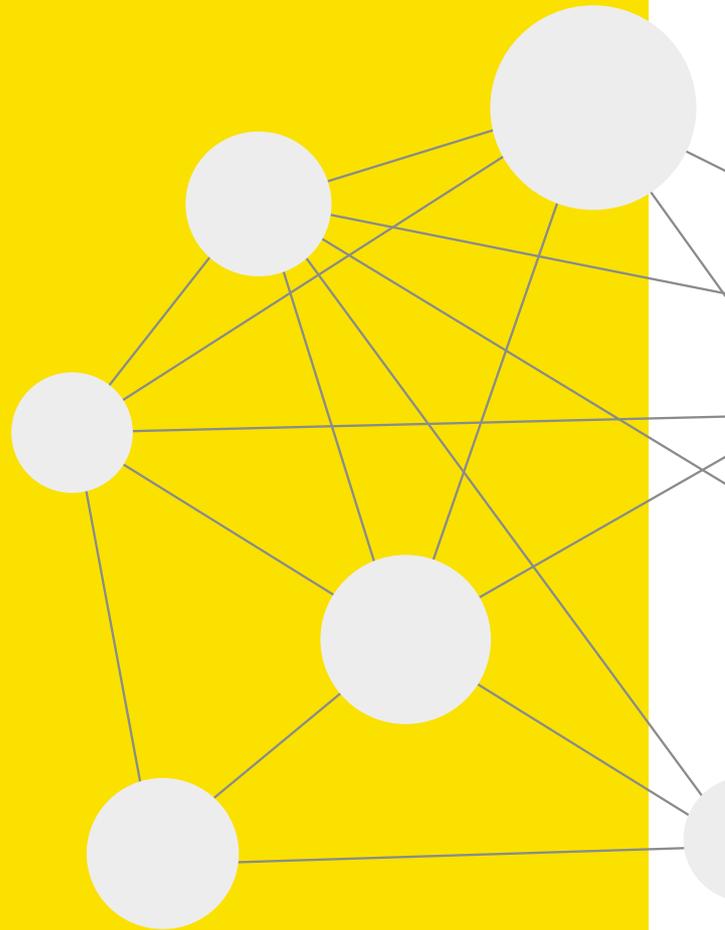
Evaluation of the project's alignment with the firm's core business, based on the opportunities to insert law-related topics into the organization (mentoring, lectures, among others).

Once selected, the project is included in the integrated support model, stimulating the connection and relationship between the projects supported through incentive laws, social investment, pro bono, donation culture, and volunteering. Accordingly, it is possible to multiply the benefits and impact on the organizations supported.

Current integrated support model

We provide financial support to third-party social responsibility projects in order to help promote the development of education in our country, as well as consolidate the firm's social commitment to the community in which we operate. This support aims to reinforce our strategy of establishing lasting partnerships that result in educational and/or cultural benefits for society, as well as strengthen the firm's relationship with its staff members and other stakeholders.

In addition, we encourage the connection of ideas and people between the projects supported through transformative experiences.



Projects supported in 2019

Investment area

Organization

Segment

Education

Formal Education



Professional Education



Early Childhood



Scholarship



Afterschool



Through Culture



Through Sports



Elderly



Formal Education



Escola Mão Amiga

Created in 2002, the Institute is part of the Federación Mano Amiga (International), whose goal is to build community development centers in areas of scarce resources, where people are educated in three dimensions: individual, family, and community.



Escola Dom Cipriano Chagas

With an interdisciplinary curriculum, the school works on combining social, personal, cognitive, and productive skills. Through the pedagogical project, it develops the students' curiosity and self-esteem, besides thinking about their relationship with the city and the community.



Parceiros da Educação

Promotes the partnership between companies, entrepreneurs, and civil society organizations with public schools aimed at improving the academic performance of students.

Professional Education



Vocação

Vocação is an NGO that for more than 50 years has awakened and strengthened vocations in children and young people so that they can develop their life projects.

Early Childhood



Clínica Comunitária Grei

The Grei Community Clinic was founded in 2004 by three psychotherapists who wished to act as agents of change in society, favoring the emotional restructuring of children and adolescents..



Associação Vaga Lume

Library construction and management project by volunteers in municipalities of the Brazilian Legal Amazon.

Scholarship



Iniciativa LIFT

LIFT's objective is to train and qualify young people, using a second language as a tool for social mobility. The project offers free English language instruction and mentoring to low-income black university students from Greater São Paulo, in their 3rd or 4th semester of undergraduate study in 2018.



Projeto Gauss

The Gauss Project is a non-profit association that grants scholarships and offers multidisciplinary support to low-income young people with great potential. The main objective of the initiative is to project these young people to universities of excellence.

Afterschool



CIP – Congregação Israelita Paulita

CIP promotes various activities: music classes, study groups, choir, activities for the elderly, study camp, youth movements, among others.



Instituto Brasil Solidário

An organization that contributes to the development of quality education, the modernization of teaching, sustainable development and bringing the school community and public authorities closer together through training and support programs in disadvantaged communities with low HDI.



Instituto Prof

The Prof Institute is a non-profit social organization that serves children and young people from 6 to 17 years old in the community of Porto Seguro, Paraisópolis, and Jardim Colombo. It provides non-formal educational activities after school whose pillars are: writing and reading, logical reasoning, art, culture, sports, and digital communication. For young people in High School, there is a vocational qualification program.

Through Culture



Museu de Arte do Rio

The Rio Museum of Art promotes a transversal reading of the city's history. Its exhibitions unite historical and contemporary dimensions of art through long and short term shows, both national and international. The museum also has the mission of enrolling art in public education, through Escola do Olhar.



Museu Brasileiro de Escultura e Ecologia

Promotes art in its various forms – sculpture, painting, photography, graffiti, drawing, music, and film. It houses exhibitions of international artists and new names from the national art scene.



Santa Marcelina Cultura

Santa Marcelina Cultura runs two music education programs of the São Paulo State Government: Guri and the São Paulo State Music School (EMESP Tom Jobim). The projects develop a complete cycle of musical training integrated with a project of social and cultural inclusion, promoting the training of people for life and society.



Cultura Artística

Founded in 1912, Artistic Culture has as its mission to make art a part of people's lives. Passionate for music and performance, it promotes the best of the cultural scene with national and international shows and educational activities.

Through Sports



Cieds

CIEDS articulates strategic partnerships to build networks for prosperity, understanding prosperity as a good education, good nutrition, health and, above all, confidence in the future. The projects developed promote access to human rights and strengthening of basic social assistance policies, providing dignity and citizenship to the participants.



Instituto Superar

The Superar Institute is a non-profit organization that has been working in Rio de Janeiro since 2006. The Institute's cause is Persons with Disabilities and/or reduced mobility. The organization works with human development through Paralympic sports and education.



Liga Solidária

More than 10,000 children, young people, adults and elderly people in situations of high social vulnerability are assisted during the year in 8 education and citizenship programs working to rescue the dignity and foster the autonomy of these people.

Elderly



Hospital de Amor

Previously known as Barretos Cancer Hospital, it is a philanthropic healthcare institution specializing in the treatment and prevention of cancer headquartered in Barretos, São Paulo. Focused on the humane practice of palliative care, the hospital offers care for an average of 120 patients per month.

Bate-Papo **Educação**

Our initiatives on the social investment and incentive law front have as main objectives fostering education and networking among third sector organizations working on the subject of education. In addition to supporting third-party projects, we develop our own actions that strengthen our performance.

Founded in late 2018, Chat Education is a project developed and promoted through a partnership between the Social Responsibility and Pro Bono Committee and the Gauss Project, one of the third sector organizations we support financially and through pro bono advisory services. In the meetings, which take place bimonthly, we expose concepts and exchange ideas in order

to collaborate with the construction and consolidation of good management and governance practices and with the development of financial sustainability in the third sector. The initiative also legitimizes the educational guideline, which guides the firm's social investment front, contributing to an exchange of experiences among organizations working to improve education in our country.





SEE THE TOPICS COVERED
IN 2019:

2/23 Organization and
governance

3/27 Fundraising

7/13 Incentive laws and
fundraising call
notices

10/18 Equity funds and
endowments

EDUCATION IN **NUMBERS** CHAT

About
40
organizations
registered

Average of
25
attendees
per meeting

About
2 hours
dedicated to
conversations and
guidance by topic

Cultural Calendar

The Cultural Calendar was launched in 2019 with the main objective of **encouraging our employees** to learn about the cultural actions promoted by the firm's partner organizations. The project also encourages the exchange of knowledge and learning through culture, as well as promoting the integration of our employees with each other and with the partner institutions.

Disclosed monthly for employees, former employees, and clients, the calendar has various entertainment options.



MAIO

5/4 Visit to the Tomie Ohtake Institute

5/5 State Youth Orchestra

5/6 Visit to Mube

JUNHO

6/6 Cinema at Machado Meyer

6/8 State Youth Orchestra

AGOSTO

8/10 Visit to the Tomie Ohtake Institute

8/11 State Youth Orchestra

SETEMBRO

9/12 Cinema at Machado Meyer

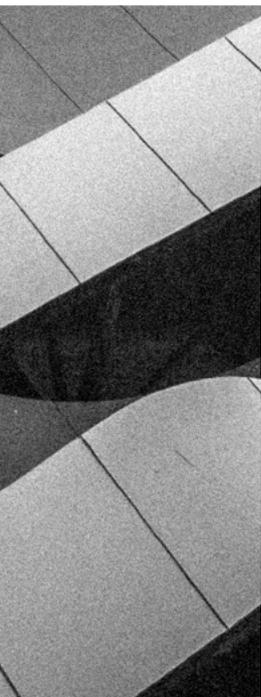
9/14 Visit to the Mube

9/15 State Youth Orchestra

OUTUBRO

10/10 Cinema at Machado Meyer

10/13 State Youth Orchestra



Pro Bono

We have made a commitment to pro bono work, aiming to **offer free services to organizations and individuals** represented by them. This is only possible with the engagement of our people.

We have the challenge of increasing and stimulating the practice, in an organized and sustainable way, so that we can achieve this goal.

Therefore, we value actions that inspire our staff members and we understand that the performance of pro bono work is fully aligned with the strength of our brand, our purpose, and our culture.

We have a **Pro Bono Manual**, a pioneering initiative in the legal market which, in addition to reaffirming our commitment to the practice, encourages our people to

perform pro bono work. The publication has detailed guidelines on internal procedures, service standards, among other topics. The content was developed entirely by the firm employees involved in the action.

In addition, to make our pro bono work happen, we have the Support Committee, a group of partners, associates, and interns who serve in pro bono cases on a voluntary basis.

PRO BONO MANUAL



Machado
Meyer



We created a **Pro Bono Manual**, a pioneering initiative in the legal market which, in addition to reaffirming our commitment to the practice, encourages our people to perform pro bono work.

Pro Bono in **numbers**

90

pro bono cases
opened in 2019

2,216

hours dedicated

2,097,081.67

Brazilian Reais (R\$) added up

87

volunteer professionals
dedicated to pro bono cases





We also reinforce in our pro bono performance pillar one of the objectives of the Corporate Social Responsibility (CSR) area of Machado Meyer: **stimulate the creation of a relationship network between the institutions that conduct the projects supported**, in order to enhance their results and the impact of their efforts for the beneficiaries of these projects.

To this end, we carry out cross-cutting work with the organizations we support, so as not to restrict them to only one of the pillars of CSR practice, supporting the same organization through tax incentives, direct investment, pro bono work, and/or volunteer actions.



We were featured on the **Pro Bono 2019 Leading Lights list**, prepared by Latin Lawyer in partnership with The Cyrus Vance Center for International Justice, for our work on pro bono cases.

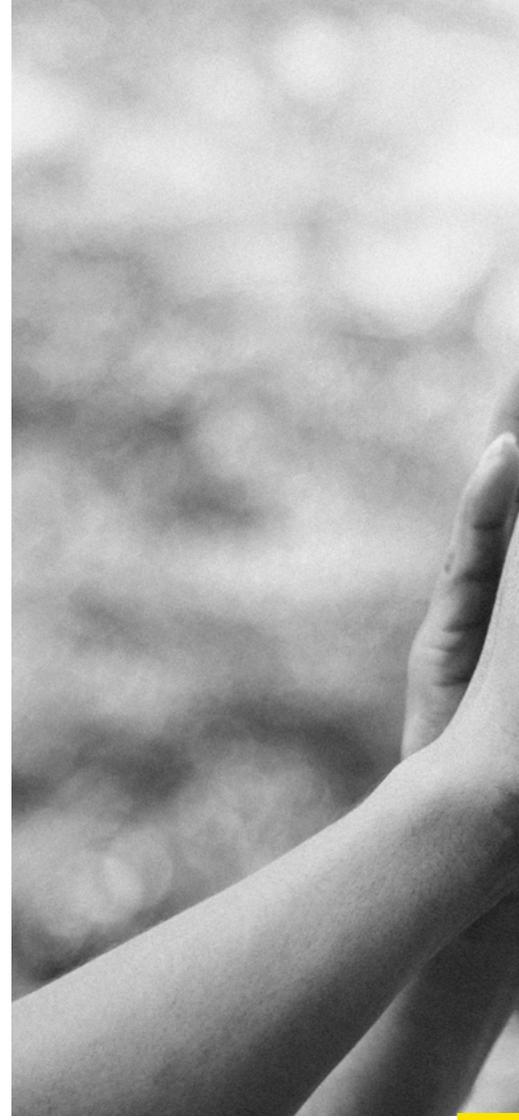
Volunteering Program

On December 5, which is the International Volunteer Day, our firm launched in 2018 the Machado Meyer Volunteer Program, headed by the Social Responsibility and Pro Bono Committee.

The event included representatives of the Vaga Lume Association, one of the organizations supported by the firm through the Social Investment and Incentive Laws front, and with the professional Silvia Naccache, who has worked for over 15 years in the area of social responsibility.

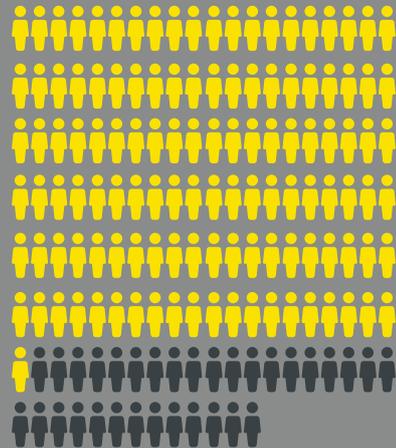
In February of 2019, after the registration of interested employees, the first meeting of our Volunteer Program

took place. The event had the special participation of Vanessa Milred Braga, head of Philanthropy and Engagement Latin America at Bloomberg, who spoke with the participants about corporate volunteering. From this meeting, the CSR area announces monthly or bimonthly new actions in which our employees can engage with and learn more about the organizations we support in a variety of ways.





Get to know the profile of our volunteers (2019)



TOTAL NUMBER OF EMPLOYEES ENGAGED

153

Women
121

Men
32

Administrative area
33

Legal area
120

The Machado Meyer Volunteer Program is an opportunity to make a difference, contributing to meeting the needs of the various communities in which we operate, always in a manner consistent with our guidelines for Corporate Social Responsibility. We believe that together we can promote transformation and the construction of a more just and caring society.

The actions in our initiative are divided into two types:

Ad-hoc

Performed at specific times

Continuous

Executed in the long term.

2019

Actions

The specific actions take place during one day and are divided between learning/educational moments in the morning and application of what was learned in the afternoon. In addition, we always try to **leave a legacy for the organizations involved** (learning, materials, etc.) and always bring together at least two organizations we support in each action, so that they can get to know each other, strengthen relationships, and, who knows, continue with other actions together.



actions ad-hoc

Our first one-off action took place in partnership with the **Vaga Lume Association** and the **Prof Institute** and included 24 volunteers from the firm, divided into two classes in March and April of 2019. The initiative consisted of a **training workshop for reading mediators** with the Vaga Lume Association, which prepared our people for the activity of reading mediation with children and young people at the Prof Institute.



Training workshop for reading mediators with the Vaga Lume Association

We held another action in the month of May, this time with **physical activity with elderly people from the Solidary League** (Liga Solidária), an institution supported by the firm. Walking football is a sport focused on low-impact football, suitable for people with reduced mobility. Our volunteers not only learned about the sport with **guidance from Walking Football Brazil**, but had other intergenerational activities and games with the Solidary League (Liga



Day of those who take care of me

In August, our team of volunteers participated in **"Dia de Quem Cuida de Mim"**, promoted by the **Raul Humaitá State School**, supported by the firm for five years, through the **Partners Association of Education**. The day was included in the school calendar to replace Mother's Day and Father's Day, as many students are cared for by other family members or friends. On this special day for the students of Raul Humaitá, our volunteers and the **Tomie Ohtake Institute** joined in the mission to hold a **stencil workshop in ecobags** and build a playground/living area.

The workshop included material produced by **Rede Asta ("Asta Network")** (a group of women entrepreneurs from communities in Greater São Paulo who use recycled materials in its production), and the Tomie Ohtake Institute Educational developed a project for a **modular playground that can be transformed into a social area**, a stage for presentations (circus, theater, etc.). The furniture can be used for an outdoor classroom.



Children's Week

Expanding the activities of our Volunteer Program, we carried out an action in October, in Rio de Janeiro, during **Children's Week** at the **Dom Cipriano Chagas School**. Our volunteers conducted workshops for students from 3 to 11 years old and were able to have fun with the participants in **various activities, such as workshops and games.**



Firm Dia de quem cuida de mim, held at the Raul Humaitá State School, in São Paulo

take care
reuse, act

actions continuous

The ongoing actions of our Volunteer Program provide for a **greater involvement of our volunteers with the organizations**. The first was held in July of 2019 and consisted of a Mentorship Program for low-income youth between 15 and 18 years old, attending high school in public schools and in search of qualification for the labor market.

In partnership with the NGO Vocação, 20 volunteers from the firm organized themselves to give **individual mentoring to young people**, in addition to lectures focused on professional education on:

LESSON 1 Office Package + Introduction to Excel

LESSON 2 Importance of oral and written communication

LESSON 3 General tips about interviewing, job search, and first job

LESSON 4 Corporate use of email and use of social networks

LESSON 5 Personal finance

Giving Tuesday

The Day of Giving, an action held for the first time at the firm in 2018, is also part of our ongoing volunteering initiatives. The movement, which began in the United States, aims to promote solidarity and the culture of giving. Contributing to such an important cause, our employees made donations to the organizations supported by the firm through the Social Investment front.



R\$ 11,460
in cash



492
books



1,489
articles of clothing



391 kg
food



In addition to the Week of the Child, the Dom Cipriano Chagas School also received our volunteers to deliver the donations made at the firm during the Day of Giving campaign. They were also invited to participate in the **delivery of Christmas presents** to the Pre I class – a moment more than waited for by the little ones!

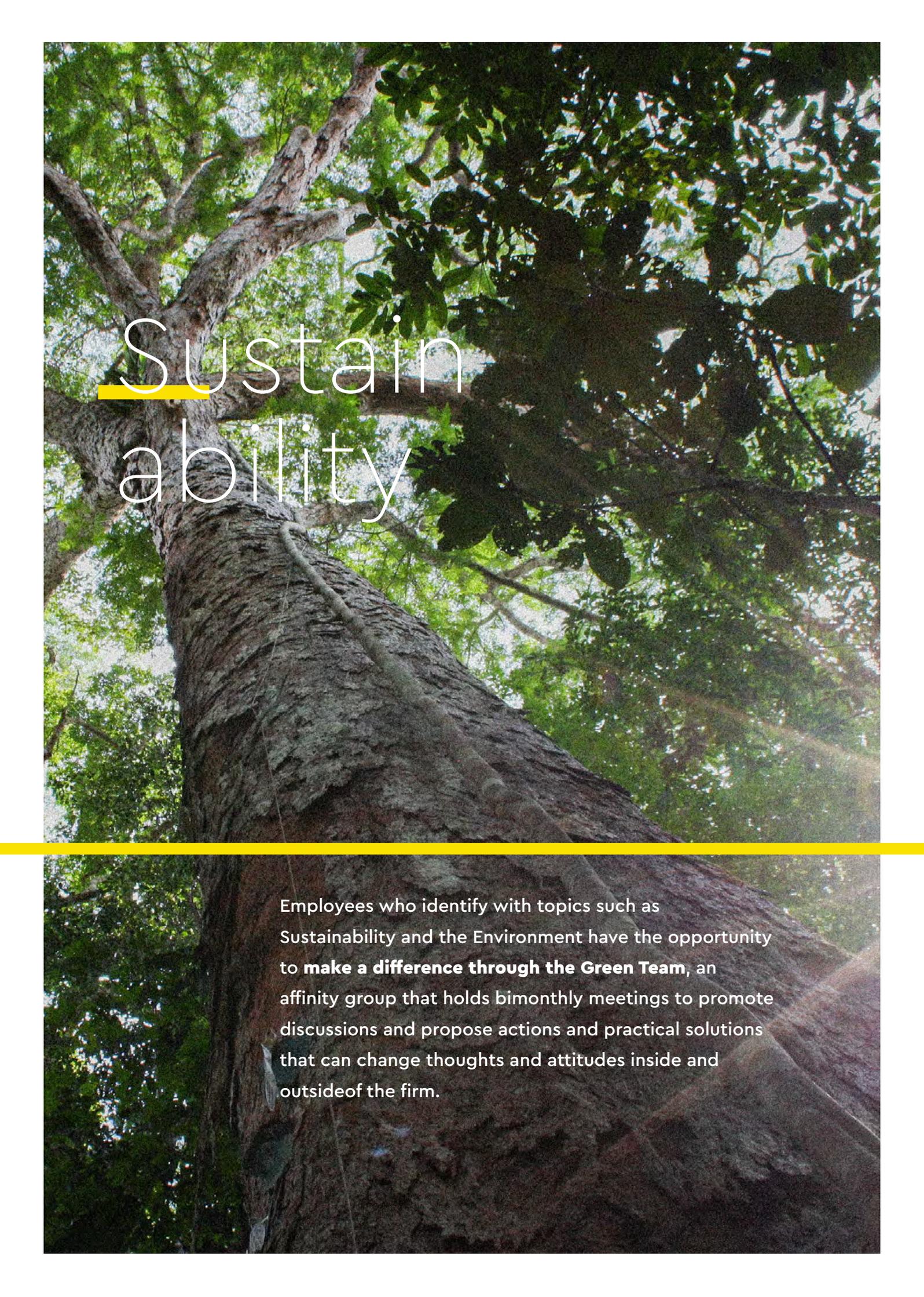


Christmas gift-giving at the Dom Cipriano Chagas school, in Rio



In São Paulo, the internal campaign for the Day of Giving also benefited two of the firm's partner entities: the **Prof Institute and Liga Solidária**. Our volunteers were able to participate in the **delivery of items donated by employees of the firm**.

Our volunteers gathered to deliver the items collected at the firm



Sustainability

Employees who identify with topics such as Sustainability and the Environment have the opportunity to **make a difference through the Green Team**, an affinity group that holds bimonthly meetings to promote discussions and propose actions and practical solutions that can change thoughts and attitudes inside and outside of the firm.

In addition to the affinity group, this front of action also engages in actions in partnership with the Environmental area, responsible for **removing disposable cups and cutlery from the firm**, when all employees were given a Menos 1 Lixo ["1 Less Thrown Away"] cup. With this action, **we reduced production of solid waste by 90 tons** over one year.

summary of actions

IN 4 MONTHS
(May to August)



10,000 disposable spoons

10,000 disposable forks

6,667 disposable cups

results

REDUCTION



1 year Up to R\$ 100 thousand
Up to 90 tons

5 years Up to R\$ 500 thousand
Up to 450 tons

10 years Up to R\$ 1 million
Up to 900 tons

Prevention of pollution

Sustainable use of resources

Environmental education

Climate change

Image and reputation

Employee engagement

Reference in good practices in the market

Mitigation of negative environmental impact

Diversity and Inclusion (D&I)

In March of 2011, we launched the Women at Machado Meyer Program, with the purpose of creating instruments to attract, train, develop, and retain our female talents, with opportunities to rise to decision-making and leadership positions.

This was done through four main pillars:

- Women's Mentorship Program
- Organization of networking actions
- Accompanying the professional development of women
- Flexibility in returning from maternity leave until the baby is one year old - the benefit is offered for the same period to all employees, including parents and couples who adopt children.

Today, we see the results of these initiatives, in addition to the consolidation of Diversity & Inclusion actions on three fronts:

1. GENDER EQUITY

Women's Program at Machado Meyer

We seek to create tools to develop our women lawyers and give them opportunities to rise to decision-making and leadership positions, providing greater equity between men and women.



I. Mentoring

The Machado Meyer Mentoring program is focused on career development and retention of female talent. With this initiative, we want to guide and develop the mentorees so that they can develop the skills necessary for their growth, such as leadership, communication, management, and problem solving, with an individual and personalized approach.

Benefits for the mentorees:

- Interaction with an experienced professional
- Encouragement and motivation
- Knowledge acquisition and skills development
- Understanding of pros and cons in the professional career path
- Opportunity to receive and provide feedback on their development.

2011

23%

women in leadership positions

2019

38%

women in leadership positions

II. Organization of networking events



From the **Women at Machado Meyer Program**, we conceived of the meeting **ELAS CONECTAM ("CONNECTING WOMEN")**, held in December 2019 at our firm in Rio to promote the relationship between market professionals. The idea is to strengthen our women's network by bringing together partners, lawyers, and clients.

III. Accompanying the professional development of women

IV. Flexibility in the return from maternity leave

The flexibility policy is open to all employees returning from maternity leave, paternity leave, and sick leave (fathers and mothers). The initiative was conceived of by the Diversity Committee in partnership with the Human Resources area, with the objective of providing greater balance between the employee's personal and professional life during the first 12 months of their dependent's life.

The initiative provides for three flexibility models:

- Flexible hours
- Flexible part-time location twice a week
- Flexible work location one day a week

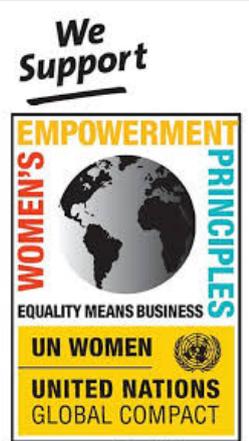
The model must be agreed upon between employee and immediate manager, who will identify the best option among those allowed by the policy.

MOTHER'S SPACE

It offers mothers returning from leave a quiet, private, adequately sanitized and equipped place for them to continue breastfeeding after returning to the work routine.

EXTERNAL COMMITMENTS

These actions are reinforced by external commitments such as the **Women's Empowerment Principles** (WEPs), which we signed on March 29, 2019. The WEPs are an initiative of UN Women and the Global Compact that aims to help companies incorporate into their business values and practices aimed at gender equity and empowerment of women.



2. LGBTQ+ RIGHTS

#1GUALDADE

Launched in 2017, the **#1GUALDADE** ("**#1EQUALITY**") program represents the firm's commitment to **supporting diversity and promoting an open, inclusive, and welcoming environment for the LGBTQ+ public.**

Seus objetivos principais são:

- **Respect for diversity** by creating an environment for our people to express themselves freely.
 - **Formation of networking** with firms and companies that support the cause.
 - **Recognition of the value of a diverse team** for the growth of our business.
 - **Internal forum for sharing content and discussing LGBTQ+ issues**, with regular in-person meetings.
 - **Holding of annual events**, which bring into the firm current debates on the subject. In 2018, for example, we addressed the issue of **transgender persons** in the labor market.
 - **Creation of internal booklet with explanations about the correct LGBTQ+ terms** that we should use in our speech. The booklet is distributed to all persons hired at the time of hiring.
 - **Signing of the "Letter of Support for Diversity, Respect, and Inclusion of LGBTQ+ People in Workplaces in Brazil"** with the aim of reaffirming our belief in and commitment to the topic in workplaces for all people in Brazil, including LGBTQ+ people.
-



During the first meeting of the #1GUALDADE in 2019, we welcome our guest **Bruno Crepaldi**, member of the legal team of Itaú Unibanco, who shared some of the bank's diversity and inclusion initiatives, in addition to talking with our staff members about the challenges of integration and/or insertion within the companies and how to engage leaders with the topic.



#1GUALDADE

3. RACIAL-ETHNIC EQUITY

ID.AFRO

ID.AFRO is the racial affinity group of our D&I Committee. It seeks to promote ethnic and racial equality through debate and initiatives to create an inclusive and diverse firm.

In addition to the distribution of an internal booklet that guides employees on the subject, we have introduced new tools in the recruitment process and a mentoring program focused on retaining these talents.

**Machado
Meyer** ADVOGADOS





- Creation of an internal forum to discuss issues involving ethnic and racial diversity.
- Introduction of new tools in our recruitment process.
- Holding discussion events on the topic. At the group's launch in September, we talked about affirmative actions and racial quotas.
- Creation of an internal booklet with explanations of terms, especially of expressions that are widely used and that are considered racist.
- Recently, the mentoring program was implemented, focused on retaining these talents. In 2019, the project was recognized by the Municipal Human Rights and Diversity Seal.
- Support for third party projects such as Incluir Direito ["Include Right"].

I. EVENT IN THE BLACK AWARENESS MONTH

In celebration of Black Awareness Month, we welcomed three social entrepreneurs to talk about their business challenges at the **Black Leadership and Impact Business** event. They shared their experiences with us:

- **Antônio Pita**, co-founder of Diaspora. Black – startup in tourism and black culture
- **Ítala Herta**, member of Rede Feminista EncontrADA and COO of the Bahian social holding Vale do Dendê
- **Simara Conceição**, digital marketing at Movimento Black Money and Diaspora.Black

Our guests addressed the barriers associated with structural bias that motivated them to create businesses that transform realities. Our attorney Angélica Rodrigues mediated the panel that addressed racial issues and how purpose guides the creation of products and services. We provided bookmarks as a gift, produced with fabrics donated by FARM for the ASTA Network – a social impact business that transforms artisans into entrepreneurs, and waste into sustainable products.



II. INCLUIR DIREITO ["INCLUDE RIGHT"]

The project seeks to expand the participation of the black population in the legal universe by promoting activities for the training of black students from the third semester of the university course for the development of skills necessary for placement in the labor market. The initiative is the result of a partnership between Cesa (Center for the Study of Law Firms), the Mackenzie Presbyterian Institute and Presbyterian University.





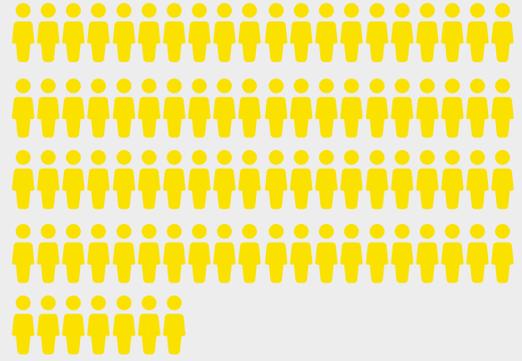
YOUNG APPRENTICE PROGRAM

Socio-economic inclusion

Currently our partnership is with CIEE (Company-School Integration Center) through the Legal Apprentice program, which aims to place young people from public schools in the labor market.

The program is governed by the Apprenticeship Law (No. 10,097/2000), which provides that medium to large companies must have a percentage equivalent to 5% and 15% of young apprentices in a job or internship.

The firm has been hiring apprentices for 13 years and has a good retention rate of these talents, which is a positive reflection of the actions we develop internally for this public.



87 apprentices have already been hired through the program



40% of the apprentices were hired as employees of Machado Meyer after the end of the contract with CIEE



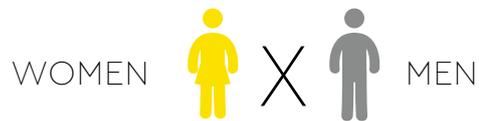
TEMM VOZ

Transparency and Ethics at Machado Meyer

TEMM Voice – Transparency and Ethics at Machado Meyer – is a channel designed to give a voice to the firm's employees in cases of complaints, irregularities, compliance issues, and other situations that violate our Code of Conduct.

The channel is managed by ICTS, an independent company specializing in gathering and processing complaints. All information recorded is treated confidentially.

Our People



TOTAL EMPLOYEES

Number of women vs. men in total



Number of women vs. men in the administrative area



Number of women vs. men in the legal area



UPPER MANAGEMENT

Women and men in the administrative area (directors and managers)

Women and men in the legal area (partners)

Number of women vs. men in total



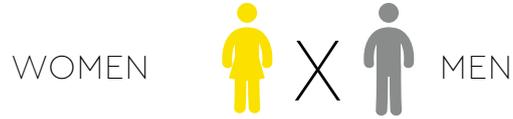
Number of women vs. men in the administrative area



Number of women vs. men in the legal area



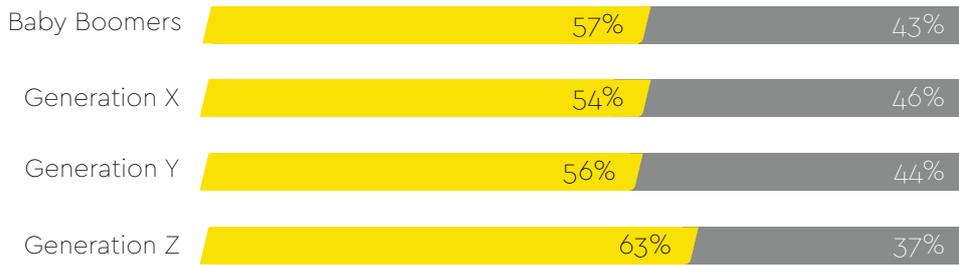
Division by age group



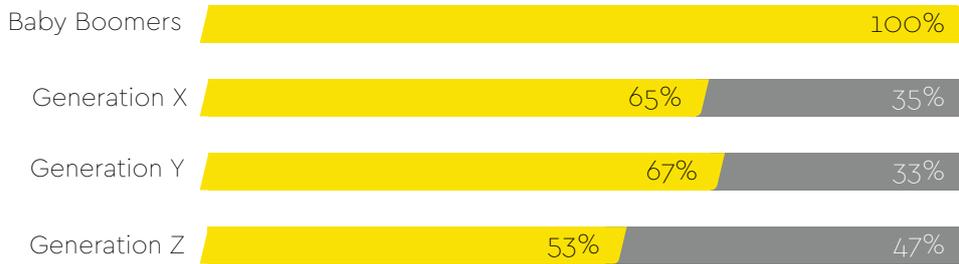
WOMEN

MEN

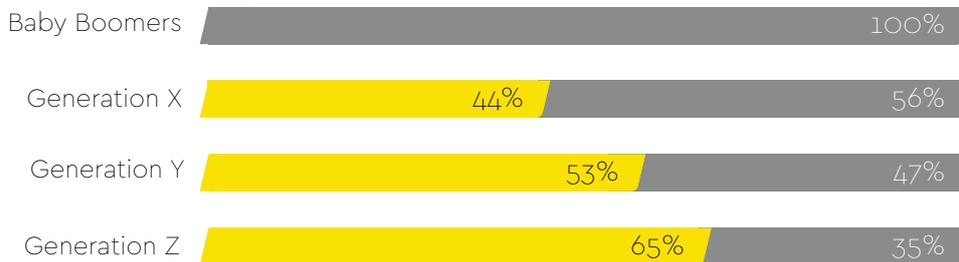
ALL EMPLOYEES



IN THE ADMINISTRATIVE AREA



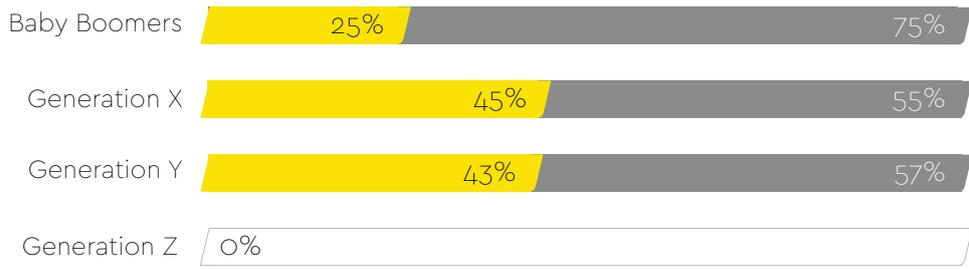
IN THE LEGAL AREA



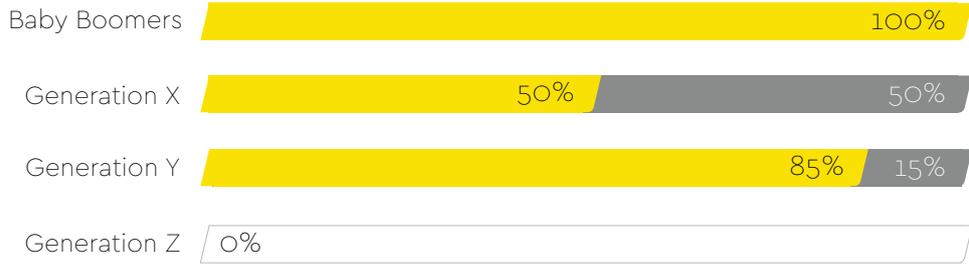
GENERATION	YEAR RANGE
BABY BOOMERS	1945 - 1964
GENERATION X	1964 - 1984
GENERATION Y	1985 - 1999
GENERATION Z	FROM 2000



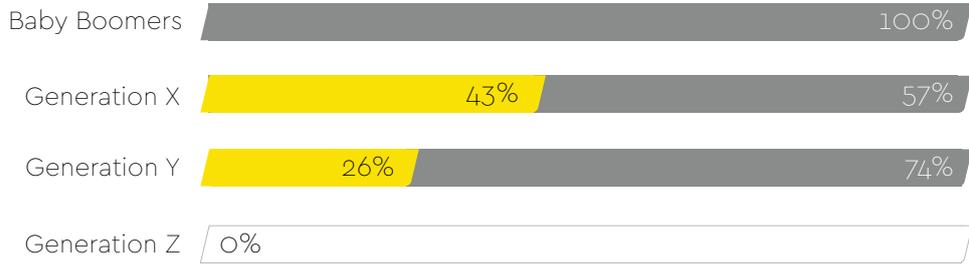
UPPER MANAGEMENT TOTAL



ADMINISTRATIVE UPPER MANAGEMENT



ALTA LIDLEGAL UPPER MANAGEMENT-



GENERATION	YEAR RANGE
BABY BOOMERS	1945 - 1964
GENERATION X	1964 - 1984
GENERATION Y	1985 - 1999
GENERATION Z	FROM 2000

Corporate Social Responsibility

Helena Rabethge

Catharina Rivellino



MACHADO
MEYER
.COM.BR



MACHADO, MEYER, SENDACZ E OPICE ADVOGADOS
SÃO PAULO / RIO DE JANEIRO / BRASÍLIA / BELO HORIZONTE / NEW YORK

