

A photograph of two women of different ethnicities hugging and smiling warmly. The woman on the left has short, curly blonde hair and is wearing a yellow zip-up jacket over a green top. The woman on the right has dark, curly hair and is wearing a blue denim jacket. They are standing in front of a yellow building with a window.

Guidance on  
Human Rights (HR) and  
Diversity, Equity & Inclusion (DE&I) for  
Banking Correspondents, Suppliers and  
Business Partners of Banco do Brasil(BB)

v.1 Out/24





This document is an instrument created by Banco do Brasil to promote best practices in HR and DE&I in their relationship networks.

We suggest the implementation of the guidelines presented herein because they are aligned with the Bank's Relationship Policy with Third Parties and BB's Strategic Drivers, as well as with the global priorities defined in the UN Sustainable Development Goals. These guidelines are intended to contribute the generation of value for the Bank's partner companies and for society in general.





First of all, it is important to present the principles of HR and DE&I that should permeate the relationships with all of Banco do Brasil's stakeholders regarding social markers of difference, such as gender, race/ethnicity, PwD (People with Disabilities), LGBTQIAPN+, generation and neurodivergence, among others.



### Equity

Recognizing that specific people or groups have specific needs, having equity as a guiding principle means that we must seek to give people what they need, according to their specificities, so that everyone has access to the same opportunities.



### Psychological Safety

A psychologically safe environment allows people to feel comfortable being themselves. As a result, they speak up, share their opinions and ideas openly, admit flaws, learn from them, and have honest and open discussions. They take a stand without fear of the consequences for their image or career.



### Respect

Disrespect for people's dignity, equality, diversity and privacy should not be tolerated. The work environment must be a place of professionalism, where different cultures and understandings of the world are respected, and where respect for laws and internal regulations are priorities.



### Inclusive Leadership

It seeks the inclusion of diverse people, being a leader in disseminating best practices that respect diversity and promote a psychologically safe work environment, thereby generating innovation and positive results for the company.





In addition to the above principles, BB's HR and DE&I corporate practices consider the following General Guidelines for working with third parties (suppliers, contractors, interns, partners, correspondents and startups, among others):

- We foster a culture of respect and appreciation for the diversity of the group of people who make up third-party companies;
- We support our third parties in developing actions for the inclusion of PwD's, insertion of young people in vulnerable situations into the labor market, and in combating racism, harassment, ableism, LGBTphobia, violence against women and any other form of discrimination;
- We work with third parties who are committed to building a work environment of psychological safety for their employees and contractors, with a clear policy of non-retaliation and promotion of diversity.

It is also important to highlight that we do not have relationships with third parties who are involved in the exploitation of child labor, degrading, slave labor or that degrade the environment. In accordance with our Third Party Relationship Policy, we work with companies that represent and commit to:

- Repudiate conduct that may characterize harassment of any nature;
- Respect the Universal Declaration of Human Rights by combating discrimination in all its forms, mainly on the basis of gender, race/ethnicity, sexual orientation, generation and against People with Disabilities;
- Recognize, accept and value the diversity, equity and inclusion of the group of people who make up the company;
- Promote its internal policies, seeking that the vacancies of its employees are filled equitably, as far as possible, between men and women and between people of different races and ethnicities.



In line with BB's Strategic Drivers; Social, Environmental and Climate Responsibility Policy and the guidelines contained in the Bank's Relationship Policy with Third Parties, see below the 9 Specific Guidelines for BB's Human Rights and DE&I:





# Guideline 01

Address the topics of HR and DE&I in your policies, standards of conduct, code of ethics and/or any other document that establishes strategic guidelines for the company's performance. If you don't have any of these documents yet, you should create them.

Why? It is essential that the company declares its commitment to Human Rights and Diversity, Equity & Inclusion to guide the performance of its employees and communicate its position in favor of a fairer and more egalitarian society.

# Guideline 02

Make commitments in HR and DE&I with entities and companies that are recognized for working with such topics.

Why? Assuming external and public commitments to the promotion of Human Rights and good DE&I practices brings credibility and reinforces the company's social commitment.





# Guideline 03

Implement HR and DE&I programs and/or initiatives, such as a selection process that seeks to include minority groups in the company's staff.

Why? Moving beyond discourse and implementing practical and effective actions is a competitive advantage that improves the company's relationship with its employees, generating innovation and better results. According to McKinsey consulting, diverse and inclusive companies are six times more innovative and generate two time more results.

# Guideline 04

Develop awareness, training, mobilization and engagement actions for your employees in HR and DE&I.

Why? The company has the power to positively influence its employees, making them aware of the agenda and providing opportunities for literacy in HR and DE&I. This promotes more aware citizens who adopt, for example, anti-racist and inclusive postures. This is good for the employees, for the company, and society.





# Guideline 05

Create reporting channels related to ethical/conduct deviations of your employees and ensure that the reporting channel ensures anonymity and/or that there will be no persecution or retaliation against the whistleblower.

Why? Repudiating and addressing conduct that may constitute discrimination or harassment of any nature is a duty of the employer.

# Guideline 06

Adopt specific measures to map, train and include, among others, the following audiences in the company's staff:

- o Women
- o Elderly
- o Youth
- o Black People
- o Indigenous
- o LGBTQIAPN+ people
- o People with Disabilities
- o Neurodivergent

Why? Diverse and inclusive companies, which ensure the psychological safety of their employees, are more innovative and generate better results.



# Guideline 07

Promote equal pay for women and men who hold the same position/function in the company.

Why? Combating and eliminating gender-based pay disparities and providing greater security for women must be a non-negotiable commitment of the companies that operate with BB.

# Guideline 08

Adopt initiatives to ensure quality maternity/paternity, in addition to those provided for by law, as a strategic differential of the company.

Why? Demonstrating care for employees at important moments in their lives promotes quality of life and satisfaction with the company, which generates engagement and increased productivity, in addition to being an important social commitment.

# Guideline 09

Promote accessibility in the company, for employees and customers.

Why? Ensuring the inclusion of People with Disabilities (PwDs) is everyone's duty.



# How to Implement



01

Comply with current legislation, related to your field of activity, and strive to go further in the development of affirmative actions.

Search for references from other companies that adopt good practices in HR and DE&I. The practice of benchmarking can be a great ally in this process!

02

03

Create a multidisciplinary group, make a current diagnosis of the company in relation to the topic and prepare an action plan to enable the development of HR and DE&I practices.

Submit this production to management for approval by the corresponding decision-making authority, seeking to obtain the commitment of senior leadership and the entire staff for the achievement and implementation of the initiatives.

04

05

Develop a method for monitoring the implementation of the new practices adopted and define the area responsible for this monitoring, ensuring the applicability and effectiveness of the actions.





The actions of third parties shall not be limited to the Guidelines presented in this document. There is always room to go further and we are looking forward to hearing your new insights! We are available to chat on [asg.diversidade@bb.com.br](mailto:asg.diversidade@bb.com.br).

# Learn more

- [Social, Environmental and Climate Responsibility Policy \(Link\)](#)
- [BB Commitment to Human Rights \(Link\)](#)
- [Annual Report 2023 \(Link\)](#)
- [Sustainability Website \(Link\)](#)
- [Diversity Site \(Link\)](#)
- [IR Website – Sustainability Tab \(Link\)](#)
- [ASG Notebook \(Link\)](#)

# Thank you!



Art: Kássia Borges

## About the art of Diversity

"Art represents diversity, not only sexual and gender, but reveals the layers of the plural spectrum that form Brazilian culture. Regarding the representations of the communities that are part of this art, there is no hierarchy where one can be considered more important than the others", explains Kássia Borges.

The painting is composed of the colors of the LGBTQIA+ flag. The trees have in their palette the colors of the trans community. The graphics and snakes typical of indigenous cosmology, which is the artist's place of speech. And, to seal the poetic construction, the representation of three women: an indigenous woman, a black woman and a person with a disability.

Kássia also points out that "the variety of color universalizes all the minorities represented in the work and relates them to the healing rituals of the indigenous cosmology, because, as I believe, we need healing and art can also play this role."

## Kássia Borges

Kássia Rare Karaja Hunikuin was born in Goiás. Indigenous Karajá, "Iny people" of the cerrado, she holds a doctorate in Environmental Sciences and Sustainability from the Federal University of Amazonas and a master's degree in Visual Arts from the Federal University of Rio Grande do Sul. She is a visual artist, researcher, professor of Fine Arts at the Federal University of Uberlândia and is currently also a curator at MASP.

Daughter of indigenous people (indigenous father), she began her artistic career in 1980 (one of the first contemporary indigenous artists) and has Karajá body paintings as a reference.