### Rule 12g3 2(b) Exemption # 82-35186 Free English Translation

# **Board of Officers Internal Regulations**

# Chapter I - Object

**Art. 1.** This Internal Regulation governs the operation of the Board of Officers and its relations with the other social bodies, observing the provisions of the Bylaws and existing laws.

# **Chapter II - Concepts, Composition and Duties**

**Art. 2.** The Board of Officers, part of the Board of Executive Officers, is composed by the President, appointed and dismissed at the discretion of the President of the Republic, in accordance with Law # 4,595/1964, and for up to nine Vice Presidents.

**Sole paragraph:** The members of the Board of Officers will have a unified management term of two years, subject to up to three consecutive reelections, observing, in addition to the provisions of Law # 13,303/2016, its respective ruling Decree and other applicable rules that:

- **I -** The election of a member to work in another area of the Executive Officers is not considered reelection:
- **II** After election, the management period will last up to the investiture of the new members;
- **III** If the term provided for in caput of this paragraph is reached, the return of the member to the same area of the Executive Officer will only occur after a period equivalent to one term of office has elapsed.
- **Art. 3.** In addition to other duties provided in law, the Board of Officers is tasked with the following duties:
- I Submit to the Board of Directors, through the Bank's President or the Coordinator designated thereby, proposals for its decision, especially about the matters listed in items I, II, XII and XIII of the Article 21 of the Bylaws;
- **II** Enforce the execution of Policies, Corporate Strategy, Investment Plan, Master Plan and General Budget of the Bank;
- **III** Approve and enforce the execution of the Work Agreement;
- **IV** Approve and ensure the execution of the allocation of funds to operating activities and for investments:
- **V** Authorize the disposal of items of the non-current assets, recording of actual burden, granting of collaterals for third-party liabilities, waiver of rights, transaction and business rebate, with option of granting these powers with express limitation;

- **VI -** Decide on the career plans, salaries, stipends and benefits, and approve the Personnel Rules of the Bank, observing the legislation in force;
- **VII** Distribute and apply profits, as approved at the General Shareholders Meeting or by the Board of Directors, observing the legislation in force;
- **VIII** Decide on the creation, installation and suppression of branches or agencies, offices, premises and other points of service in Brazil and abroad, with option of granting these powers with express limitation;
- **IX** Decide on the internal organization of the Bank, administrative structure of the boards and other units and the creation, discontinuation and operation of committees in the sphere of the Board of Executive Officer;
- **X** Fix the levels of authority of the Board of Executive Officers and of its members and the duties and levels of authority of the committees and administrative units, regional bodies, distribution networks and of other bodies of the internal structure, besides those of the Bank employees, with the option of granting of these powers with express limitation;
- **XI -** Authorize, provided that the security and proper compensation in each case have been formerly verified, the granting of loans to social assistance entities and communication companies, as well as the financing of public service work, with option of granting these powers with express limitation;
- **XII** Decide on the granting of contributions for social purposes to foundations created by the Bank, limited, every year, to 5% (five per cent) of the operational income:
- **XIII -** Approve the criteria for selection and appointment of directors and executive officers, observing the applicable legal and regulatory provisions, to compose the boards of directors and the boards of executive officers of companies and institutions in which the Bank, its subsidiaries, controlled or affiliated companies hold share or have right to indicate a representative;
- **XIV** Decide on situations not included in the assignments of another administrative body and on extraordinary cases under its competence;
- **XV** Elect the temporary members and their respective alternates of the Fundação Banco do Brasil Trustee Council;
- **XVI -** Approve, upon proposal of the Trustee Council, amendments to the Fundação Banco do Brasil Bylaws; and
- **XVII -** Approve its Internal Rules and those of the Executive Board.
- Paragraph 1 Board of Officers' decisions bind the entire Executive Board.
- **Paragraph 2 -** The grants of powers provided for in subsections V, VIII, X and XI of this article, when designed to produce effects before third parties, will be formalized by means of a power of attorney signed by the President and a Vice President or by two Vice Presidents.
- **Art. 4.** Each member of the Committee is in charge of complying with and enforcing the Bank Bylaws, the deliberations of the General Shareholders Assembly and of the Board of Directors and joint decisions of the Board of Officers and the instructions by the Executive Board, as well as assess the

recommendations by the Supervisory Board, observing the principles of best banking practices and best corporate governance practices, in addition to the provisions of Law # 6,404/1976, Law 13,303/2016 and the respective ruling Decree, other applicable rules and this Internal Regulation.

- **Art. 5.** Following are the duties of the Bank President:
- I Call and preside the meetings of the Board of Officers and of the Board of Executive Officers and supervise their performance;
- **II -** Propose to the Board of Directors the number of members of the Board of Executive Officers nominating the Vice Presidents and Executive Officers for election;
- **III -** Propose to the Board of Directors the assignments of the Vice Presidents and Executive Officers, as well as any possible change;
- **IV** Supervise and coordinate the work and activity of the Vice Presidents, of the Executive Officers and heads of units that are under his/her direct supervision;
- **V** Appoint, remove, assign, promote, commission, punish and dismiss employees, with option of granting these powers with express limitation;
- **VI** Appoint, among the Vice Presidents, a coordinator with the purpose of convening and presiding over the meetings of the Board of Officers and of the Board of Executive Officers in his/her absence or impairment;
- **VII -** Decide, ad referendum to the Board of Officers, upon matters under the competence of that Committee demanding urgent solution; and
- **VIII -** Submit to the Board of the Directors the deliberations of the Board of Executive Officers that depend on the manifestation of the first.
- **Art. 6.** Following are the duties of each Vice President:
- I Administer, supervise and coordinate the areas assigned to them and the performance of the Executive Officers and units under his/her direct supervision;
- **II -** Coordinate the meetings of the Board of Officers and of the Board of Executive Officers, whenever requested by the President.
- **Art. 7.** The individual duties of the Vice President of Internal Controls and Risks Managements are as follows:
- I Supervise the development, implementation and performance of the risks management structure, including its improvement;
- **II** Be responsible for the responsiveness to the Statement of Risk Appetite and Tolerance (RAS) to the Bank strategic objectives, policies, processes, reporting, systems and models used to manage risks;
- **III** Be responsible for the proper training of the risks management units' member on policies, processes, reports, systems and models of risks management structure, even those developed by third parties;
- **IV** Provide inputs to and participate in the strategic decision-making process related to risks management and, whenever applicable, to the capital management, advising the Board of Directors; and

- **V** Participate in the approval process of proposals for the reclassification of instruments between the trading and banking portfolios.
- **VI** ensure compliance with the provisions of CMN Resolution nº 4,677/2018, about the maximum exposure limits per customer and the maximum limit of concentrated exposures.
- **Art. 8.** The individual duties of the Vice President of Government Affairs and Corporate Sustainability are as follows:
- I Provide inputs and participate in the decision-making process related with establishment and review of the social, environmental and climate responsibility policy, assisting the Board of Directors;
- **II** Be responsible for the implementation, monitoring and evaluation of the required actions for the effectiveness of the social, environmental and climate responsibility policy, as well as for its improvement, if identified eventual deficiencies; and
- **III** Be responsible for the adequate and reliable disclosure of relevant information on the Bank's social, environmental and climate responsibility, especially those provided for in the applicable regulations.
- **Art. 9.** In the event of office vacancy, separation or authorized leave of a member of the Board of Officers, the criteria set out in the Bylaws are to be observed.

### **Chapter III - Meetings of the Board of Officers**

- **Art. 10.** The Board of Officers shall meet with the attendance of at least the majority of its members:
- I Ordinarily, at least twice a month; and
- **II -** Extraordinarily, whenever convened by the Bank President or a Coordinator appointed by him/her, in accordance with article 5, item VI, of this Internal Regulation.
- **Paragraph 1 -** Deliberations must be approved by at least the majority of the attending members. In the event of a tie, the President's vote will prevail.
- **Paragraph 2 -** Once a decision is made, the Board of Officers members shall take measures to implement it.
- **Paragraph 3 -** The members are allowed to take part in the meetings by phone, teleconference or other media capable of guaranteeing effective participation and the authenticity of their vote, which will be considered valid for all legal purposes and incorporated to the minutes of said meeting.
- **Paragraph 4 -** In the event of absence of the President, the vote by the member appointed by him/her pursuant.
- **Paragraph 5 -** Any eventual absence of a member in the meetings must be justified.
- **Art. 11.** The dissident votes and abstentions will be recorded on the minutes.

**Art. 12.** At the President's discretion, or in his/her absences, at the discretion of the Vice President assigned by him/her, the deliberation about any matter can be postponed or withdrawn from the agenda.

#### **Conflict of interests**

**Art. 13.** At the meetings of the Board of Officers, prior to deliberation, the member who is not independent in relation to the matter under analysis must express his conflict of interest or private interest, withdrawing from the meeting.

**Paragraph 1 -** If the caput of this article is not observed, any other person present at the meeting, whether a Board of Officers' member or not, may manifest the conflict, if they are aware of it.

**Paragraph 2 -** In the event of the established in paragraph 1 of this article, the President of the Bank or the Vice President appointed by him/her to preside over the meeting, after hearing the considerations of both parties, shall conduct the assessment as to the existence, or not, of a conflict of interest.

**Paragraph 3 -** The result of the assessment referred to in the previous paragraph, restricted to members of the Board of Officers, will be defined according to the opinion of the majority of Board members. In the event of a tie, the opinion of the President of the Bank or the Vice President appointed by him/her to preside over the meeting will prevail.

**Paragraph 4 -** If the Board of Officers members manifest themselves for the existence of a conflict, the conflicted member shall withdraw from the meeting, as established in the caput of this article.

**Paragraph 5 -** The assessment process referred to in this article must be recorded in the minutes.

**Paragraph 6 -** When the indication of a conflict of interest involves the Bank's President or his substitute, their functions and responsibilities, with respect to what is established in paragraphs 2 and 3 of this article, shall be exercised by a member appointed by them.

**Art. 14.** Any matter confidentially analyzed by the Board, as well as the pertinent decisions, are of confidential nature and should be known exclusively by the Board of Officers members and the attendants, provided these do not affect third parties, observing the provisions of Law 6,404/1976 and Law 13,303/2016.

**Sole paragraph:** Access to such matters may be granted to other administrators or employees, provided that in the strict interest of the work or by express authorization from the Board of Officers.

**Art. 15.** At the President's discretion, upon his/her initiative or initiative by the Committee members, individuals not member of the Board of Officers may be invited to attend the meetings.

**Paragraph 1 -** The Internal Audit, the Directorship of Legal, the Directorship of Strategy and Organization and the Directorship of Marketing and Communication will attend the Board of Officers' meetings as consultants, represented by the main manager.

**Paragraph 2 -** In the event of absence or impediment of the main manager, the Strategic Unit shall be represented by any members of its Administration Committee.

### Meeting's Agenda and Minutes

**Art. 16.** The Bank President will approve the meeting's agenda, or, in his/her absences, the Vice President appointed by him/her will approve the agendas that will be made available to participants at least two business days in advance, jointly with all the required documents to analyze the pertinent matters.

**Paragraph 1.** The matters to be included in the agenda and the respective documents will be made available by the proponent areas through a corporate digital decision system, at least four business days prior to the meeting date.

**Paragraph 2.** If any Committee member wants to consign vote on a matter included in the agenda, s/he may submit it to the Executive Secretariat at up to a maximum of one business day after the meeting date, so it can be distributed to participants.

**Paragraph 3.** Any Committee member, upon justification, may request time to analyze the documents related to the matters in the agenda, and the award will be at the President's discretion or, in his/her absences or impediments, of the Vice President appointed by him/her.

- **Art. 17.** Can be accepted as extra-agenda urgent matters authorized by the President or Vice President appointed by the President pursuant to Art. 16.
- **Art. 18.** Deliberations will be recorded on minutes and registered in the proper log, observing the legal and normative prescriptions.

**Sole paragraph:** the minutes will be clearly drafted and contemplate the registration of the decisions taken, people present, divergent votes and voting abstentions, when there is.

**Art. 19.** The Executive Secretariat will provide the minute to the attending members who will be granted two business days to analyze it and point out eventual adjustments.

**Sole paragraph:** When that term expires, the original minute will be submitted for signature in up to 30 days as of the meeting date.

# Chapter IV - Secretary and Advice to the Board of Officers

- **Art. 20.** The Executive Secretariat will perform secretarial duties to the Board of Officers and will be responsible for:
- I Informing the convening of the meetings of the Board;
- **II -** Providing secretarial works during the meetings;
- **III** Adopting the measures to respond the information required by the members of the Board of Officers:

- **IV** Organizing, under the guidance of the Bank President, the agenda of the matters to be approached in each meeting, compiling the required documents;
- **V** Provide the meeting's agenda and documents, and putting the deliberations on the records to be further registered in the minutes;
- **VI -** Registering the meetings minutes in the proper log and to provide it, through copy, to the members of the Board, whenever required;
- VII Issuing and receiving documents related to the Board;
- **VIII -** Drafting the correspondences to be signed by the President and other members of the Board;
- **IX** Taking the required measures of administrative support to the Board to comply with the provisions of this Bylaws, and existing and applicable laws and rules:
- **X** Performing all other required acts to operate the Board of Officers including the issuance of certificates, statements, copies of minutes, statements, normative resolutions and others.

**Sole paragraph:** In the event of impairment, leave or absence of the Executive Secretariat officer, the provisions provided for in this article will be performed by another Executive Manager of the Executive Secretariat, or another employee or Officer appointed by the President.

#### **Chapter V - General Provisions**

**Art. 21.** Any omission and doubt related to the construing of this Internal Regulation will be settled by the Board of Officers.

Approved by the Board of Officers on January 3th, 2024.