



## **Integrated Management System Policy**

The Integrated (Quality, Environment, Occupational Health and Safety and Information Security) Management System Policy is in line with Conclusion Iberia's Vision and Values, with the concept of Social Responsibility and aligned with the needs of the interested parties. The principles adopted represent a commitment by the management and the rest of Conclusion Iberia's employees:

- Focus on customers. Managing their requirements and expectations, adding value within the scope of their strategic objectives and achieving high levels of satisfaction.
- Employee Motivation. Promote an attitude and culture of constant rigor, professionalism and innovation, geared towards action, results and accountability; support professional development, skills enrichment and team spirit.
- Protect integrity, safety and health, providing safe and healthy working conditions, eliminating hazards and reducing risks.
- Maintain an information security risk evaluation methodology and periodically conduct information security risk assessments that considers the business functions and information assets held by Conclusion Iberia
- Promote fairness, dignity and the right to equality and diversity for our employees, respecting the space to be unique, the freedom and the choices of our employees.
- Consistently measure and evaluate the performance of IMS processes, with continuous improvement as the main objective.
- Promote the participation and engagement of employees.
- Promote and take part in social responsibility initiatives.
- To develop solid and ongoing relationships with our partners and suppliers, oriented towards the needs and requirements of our clients, disregarding ambiguous attitudes, not getting entangled in conflicts of interest and not accepting or offering any kind of bribe.
- To enhance future access to quality businesses that ensure sustainable growth and profitability for shareholders.
- Protect the environment: preventing pollution and promoting the sustainable use of resources.
- Comply with information security obligations under contractual terms agreed between the Neotalent' and its partners, its subcontractors and its applicable third parties (customers, suppliers etc.), which should clearly allocate responsibilities between them.
- Establish and improve our processes and systems. Facilitate their transformation and improvement in a dynamic and continuous manner, ensuring organizational coherence and integrity in line with the expectations of the various stakeholders.
- To meet the legal and regulatory requirements applicable to the products and services provided, as well as those relating to information security, environment and health and safety at work.

Célia Vieira, CEO  
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