

Administrative Resolution No. 27/23

Related to: Arbitration, Dispute Board, Mediation

Re.: Implementation of the ESG (Environmental, Social and Governance) Policy at CAMARB

The President of CAMARB – Chamber of Business Mediation and Arbitration – Brazil, in the exercise of her powers provided for in the Bylaws[1]:

CONSIDERING CAMARB's accession to *ERA Pledge*[2] (*Equal Representation in Arbitration*), assuming the commitment to promote gender equality within the scope of arbitration procedures and all institutional initiatives organized and supported by CAMARB;

CONSIDERING CAMARB's accession to *Green Pledge*[3] (*Campaign for Greener Arbitrations*) and to *Mediators' Green Pledge*[4] (*World Mediators Alliance on Climate Change*), assuming the commitment to implement sustainable measures in the administration of arbitration and mediation procedures;

CONSIDERING CAMARB's partnership with the project *REAL*[5] (*Racial Equality for Arbitration Lawyers*) aiming to promote racial equity in the context of arbitration;

CONSIDERING CAMARB's purpose is to promote and implement affirmative actions that foster sustainable practices; diversity, equity and inclusion of professionals in the job market; and integrity within the scope of appropriate methods of conflict prevention and resolution;

RESOLVES to issue this Administrative Resolution for the purpose of implementing the ESG Policy (*Environmental, Social and Governance*) at CAMARB.

1. In relation to Sustainability, CAMARB is committed to promoting environmental awareness, efficient management of resources and the reduction of greenhouse gas emissions in its activities, through the implementation of the following measures:

a. training and raising awareness among the institution's employees about the importance of sustainability and the environmental impacts that affect activities inherent to the administration of procedures;

b. carrying out and supporting awareness campaigns and projects among users and partners of the institution, for adherence to best sustainable practices in the conduct and practice of arbitration procedures, *dispute board* and mediation;

c. prioritization of electronic communications and use of digital files, through the implementation of computerized systems and applications that promote the digitalization of services provided by CAMARB and that reduce the use of paper in procedures;

d. reduction of greenhouse gas emissions by reducing the need for employees to travel when adopting a hybrid work regime;

e. prioritize the use of sustainable and less environmentally harmful raw materials in the production of institutional material;

f. prioritize the hiring of suppliers that offer their products and services in a more sustainable and less environmentally aggressive manner, when holding hearings, events and in-person meetings; and

g. disseminate initiatives and data on the adopted measures.

2. CAMARB, in order to promote Diversity, Equity and Inclusion in the Brazilian labor market through appropriate methods of conflict prevention and resolution, is committed to:

a. in the cases provided for in the CAMARB Rules in which the appointment of an arbitrator, member of the *dispute board* or mediator is the responsibility of the CAMARB Board of Directors, to consider, in addition to the complexity and value of the dispute, criteria of diversity of gender, race, age, regional origin, sexual orientation and the inclusion of people with disabilities (PWD);

b. strive to ensure that the composition of its Board of Directors, Deliberative Council, Executive and Thematic Committees, Rosters (of arbitrators, mediators and members of *disputes board*) and internal staff are always diverse, equitable and inclusive in relation to criteria of gender, race, age, regional origin, sexual orientation and the inclusion of people with disabilities (PWD);

c. maintain an accessible and inclusive environment for CAMARB employees, as well as for participants in arbitration proceedings, *dispute board* and mediation, considering diversity of gender, race, age, regional origin, sexual orientation and the inclusion of people with disabilities (PWD);

d. promote, among its employees, training and qualifications that foster diversity and inclusion;

e. create a secure communication channel that allows employees and users to report cases of discrimination or harassment, as well as allow and encourage the presentation of suggestions for practical measures to be implemented by CAMARB to fulfill the objectives mentioned in this Resolution;

f. adapt its protocols and questionnaires to assist in collecting data on diversity, equity and inclusion in the market using appropriate means of conflict resolution;

g. at the institutional level, in respect of gender equity, only support, sponsor and carry out projects that have at least 1/3 (one third) female participation, also prioritizing projects that value and encourage diversity of gender, race and sexual orientation and the participation of people with disabilities (PWD), in accordance with the CAMARB Support and Sponsorship Policy; and

h. disseminate initiatives and data on the measures adopted.

2.1 In order to comply with item “c”, CAMARB encourages the participant in the arbitration procedure, *dispute board* or mediation, who experiences any difficulty, or foresees such difficulty, in performing their role adequately, especially due to disability or specific need, to report the fact and suggest a means of overcoming the obstacle to the CAMARB Secretariat so that it can take the appropriate measures to make the procedure fully accessible.

3. In order to promote best Integrity practices, CAMARB is committed to:

a. develop and publish a code of ethics and conduct for all its employees, members of the Deliberative Council and the Board of Directors, as well as professionals who act as arbitrators, mediators and members of the *dispute board* in the procedures administered by the institution, with clear guidelines on acceptable and unacceptable practices;

b. carry out regular training to raise awareness among the institution's employees about integrity policies and practiced *compliance* ;

c. create secure and computerized internal and external communication channels to report possible violations of the aforementioned policies, which allow employees and users to report cases of discrimination or harassment, and which encourage the presentation of suggestions for practical measures to be implemented by CAMARB to fulfill the objectives mentioned in this Resolution;

d. establish a procedure for investigating and verifying reports of violations of integrity policies and *compliance*; with the creation of a committee responsible for assessing complaints and deliberating on the disciplinary measures applicable in the event of violations of the aforementioned policies.

4. Regarding Governance efforts, CAMARB will continue to undergo regular audits and will include, in its Codes of Conduct, guidelines that seek to avoid any type of favoritism or any conduct that may violate the Anti-Corruption Laws[6] and the General Data Protection Law[7]. This Administrative Resolution comes into force on the date of its publication.

Belo Horizonte, May 23, 2023

Flavia Bittar Neves
President

[1] Art. 19 – Without prejudice to other duties provided for in this Statute, the President shall:
g) issue resolutions, regulations or acts on matters relating to the administration of CAMARB or procedures administered by it.

[2] The ERA Pledge. Available at: .

[3] The Green Pledge. Available at: .

[4] Mediators' Green Pledge. Available at: .

[5] REAL – Racial Equality for Arbitration Lawyers. Available at: .

[6] In particular, the Administrative Misconduct Law (Law No. 8.429/1992), Law No. 12.846/2013, and any Decrees, State or Municipal Laws, as well as national and international treaties and/or agreements, especially the *FCPA (US Foreign Corrupt Practices Act)* to *UK Bribery Act*, which regulate the “anti-corruption” matter.

[7] Law No. 13.709/2018.