

### **Administrative Resolution No. 33/24**

#### **REF.: PUBLICATION OF PERSONNEL DATA PROCESSING POLICY AND CREATION OF THE PRIVACY AND PERSONAL DATA PROTECTION COMMITTEE**

The President of CAMARB – BUSINESS MEDIATION AND ARBITRATION CHAMBER – BRAZIL, in the exercise of her powers provided for in the Bylaws, considering:

- (i) Administrative Resolution No. 27/23, which implemented the ESG Policy at CAMARB, covering, among other factors, the good management of personal data that CAMARB may process in the exercise of its activities;
- (ii) the characteristics of the activity of administering procedures for the adequate resolution of business disputes;
- (iii) the need to implement mechanisms to safeguard personal data holders from possible incidents, to record CAMARB's conduct in relation to the personal data to which it has access and to allow interaction between CAMARB, personal data holders and the authorities responsible for monitoring personal data processing activities, as determined by the General Personal Data Protection Law; and
- (iv) the decision taken on 11/09/2024 by the committee constituted by the CAMARB Board of Directors at the meeting on 06/08/2024, in which the documents that constitute CAMARB's personal data processing policy were approved.

**Resolves** to issue this Administrative Resolution in order to continue the ESG Policy, through the publication of documents that establish the policies implemented by CAMARB in compliance with the General Personal Data Protection Law and to.

**1.** Approve and publish the following documents, which constitute CAMARB's Personal Data Processing Policy and must be made available on CAMARB's website:

- a)** Personal Data Protection Governance Policy;
- b)** Personal Data Storage and Deletion Policy and
- c)** Incident Management Policy involving Personal Data.

**2.** Appoint Dr. Soraya Nunes, Executive Director of the Chamber, to the interim role of Personal Data Protection Officer at CAMARB until the end of the current term of the CAMARB Board of Directors.

**3.** Establish the CAMARB Privacy and Personal Data Protection Committee, as established in the documents indicated in item 1 above, a non-statutory body, operating at the CAMARB's headquarters.

**4.** Appoint the members identified below for the inaugural term:

- a)** Soraya Nunes, responsible for personal data protection;
- b)** Flavia Bittar Neves, president of CAMARB

c) Victória Sbruzzi, general secretary of CAMARB

d) Pedro Silveira Campos Soares, vice president of technology at CAMARB

e) Cláudia Pitta, Vice President of ESG at CAMARB

5. The CAMARB Privacy and Personal Data Protection Committee will be chaired by the acting personal data protection officer and will always be composed of at least three directors, in addition to the president of CAMARB.

6. The members of the CAMARB Privacy and Personal Data Protection Committee will be appointed by the acting president for a two-year term, with the exception of the term of its first composition, which will end together with the term of the current CAMARB Board of Directors.

7. The Committee will meet at least every six months, in the cases established in the Incident Management Policy involving Personal Data processed by CAMARB. This Administrative Resolution shall come into force on the date of its publication.

Belo Horizonte, November 08, 2024.

**Flavia Bittar Neves**  
**President**