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# CVM RESOLUTION NO. 23, OF FEBRUARY 25, 2021

Provides for the registration and exercise of independent audit activity within the securities market and defines the duties and responsibilities of the directors of the audited entities in the relationship with the independent auditors.

The **PRESIDENT OF THE SECURITIES COMMISSION** - **CVM** makes public that the Collegiate, at a meeting held on February 24<sup>th</sup>, 2021, based on the provisions of the arts. 1, item V, 8, item I, 22, single paragraph, item IV and 26, §§ 1 and 2, of Law No. 6,385 of December 7<sup>th</sup>, 1976, and given the provisions of Article 177, § 3, of Law No. 6,404 of December 15<sup>th</sup>, 1976, **APPROVED** the following Resolution:

## CHAPTER I - REGISTRATION, ITS CATEGORIES, AND CONDITIONS

- Art. 1º The independent auditor, to operate within the securities market, is subject to registration with the Securities Commission of Brazil (CVM), regulated by this Resolution.
  - Art. 2º The registration of independent auditors comprises two categories:
- I Independent Auditor Natural Person (AIPN), granted to the accountant who meets the requirements of the arts. 3 and 5 of this Resolution; and
- II Independent Auditor Legal Entity (AIPJ), conferred on the professional company that meets the requirements of the arts. 4 and 6 of this Instruction.
- § 1 The Securities Commission of Brazil (CVM) also maintains a register of responsible individuals authorized to issue and sign auditor's reports, on behalf of each company, within the securities market.
- § 2 For this Resolution, the responsible individuals shall include the partners and other accountants who maintain a professional bond of any nature with the audit company, and meet the requirements of this Resolution.
- § 3 The Independent Auditor Legal Entity is co-responsible for compliance with this Resolution, concerning the professional conduct, the exercise of activity, and the issuance of opinions and auditor's reports by its responsible individuals.
- Art. 3º For registration purposes in the category of Independent Auditor Natural Person, the interested party must meet the following conditions:



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- I be registered in the Regional Accountancy Council, in the category of accountant;
- II to have carried out audit activity of financial statements, within the national territory, for a period of not less than five years, consecutive years or not, from the date of registration in the Regional Accountancy Council, in the category of accountants, following Art. 7;
- III to be carrying out independent audit activity, maintaining a legalized business office, in his/her name, with facilities compatible with the exercise of the activity, under conditions that guarantee the custody, security, and confidentiality of documents and information arising from this activity, as well as privacy in the relationship with his clients;
- IV have permanently updated knowledge about the industry, business, and accounting and operational practices of its customers, as well as having an operational structure appropriate to their number and size; and
  - V have passed a technical qualification exam provided for in Art. 30.
- Art. 4º For registration purposes in the category of Independent Auditor Legal Entity, the interested party must meet the following conditions:
- I to have its business purpose exclusively focused on the provision of professional audit services and other services inherent to the profession of accountant;
- II that all partners are accountants and, at least half of those, are registered as responsible individuals, as provided in §§ 1 and 2 of Art. 2°;
- III to be duly registered, as well as its partners and other responsible individuals, in a Regional Accountancy Council;
- IV have all responsible individuals authorized to issue and sign auditor's reports on behalf of the company, as provided for in §§ 1 and 2 of Art. 2°, exercised audit activity of financial statements, proven following Art. 7; within the national territory for a period of not less than five years, consecutive years or not, counted from the date of registration in the Regional Accountancy Council, in the category of accountant;
- V have all responsible individuals been approved in the technical qualification exam provided for in Art. 30;



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VI – maintain a legalized business office on behalf of the company, with facilities compatible with the exercise of the independent audit activity, under conditions that guarantee the custody, security, and confidentiality of documents and information arising from this activity, as well as privacy in the relationship with its clients; and

VII – maintain permanent staff suitable for the number and size of clients, with constantly updated knowledge about its industry, business, and accounting and operational practices.

## CHAPTER II - APPLICATION FOR REGISTRATION INSTRUCTION

- Art. 5º The request for registration of Independent Auditor Natural Person must be submitted with the following documents:
  - I application (Annex "A");
- II a copy of the professional identity card of accountant or equivalent certificate, issued by the Regional Accountancy Council;
  - III registration information (Annex "B");
- IV copy of the Location and Operation Permit, or equivalent appropriate document, issued by the Municipality where the applicant works, which proves the legalization of the office in his/her name;
  - V proof of the exercise of the audit activity, as provided in Art. 7;
  - VI certificate of approval in technical qualification exam, provided for in Art. 30; and
- VII Certificate to prove compliance with the Continued Professional Education Program by the accountant, from the year following her/his approval in the Technical Qualification Exam referred to in the preceding item, under Art. 34 of this Resolution and the guidelines approved by the CFC.
- Art. 6º The request for registration of Independent Auditor Legal Entity must be submitted with the following documents:
  - I application, containing the information provided for in Annex "C";
- II acts of incorporation in current and updated versions, duly registered in the competent register under the specific legislation, and registered in the Regional Accountancy Council;
  - III list of addresses of the headquarter and offices, if applicable;



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- IV list of entities in which the company, its partners, and technical officers have a stake in the share capital and that operate or provide services within the securities market, indicating the respective areas of activity;
- V copy of the Location and Operation Permit or equivalent appropriate document, issued by the City Hall, for headquarters and offices, if applicable, to prove its legalization;
- VI a copy of the National Registry of Legal Entities of the Ministry of Finance of the headquarter and offices, if applicable;
- VII a copy of the Registration Permit issued by the Regional Accountancy Council of the headquarter and offices, if applicable;
- VIII the indication of up to two partners as representatives of the company before the CVM, who will be in charge of expediting and forwarding the provision of clarifications related to the fulfillment of this Resolution and the exercise of professional activity within the securities market;
- IX a copy of the professional identity card of the accountant, or equivalent certificate issued by the Regional Accounting Council, of the partners and other responsible individuals;
  - X registration information of the partners and other responsible individuals (Annex "B");
- XI proof that each one of the responsible individuals has performed auditing activities, according to Art. 7;
- XII certificate of approval in the technical qualification exam of each of the responsible individuals, provided for in Art. 30;
- XIII Certificate of Regularity to prove compliance with the Continuing Professional Education Program by the responsible individual, from the year following its approval in the Technical Qualification Exam referred to in the preceding paragraph, following Art. 34 of this Resolution and the guidelines approved by the CFC; and
  - XIV financial statements for:
- a) the last closed fiscal year if the deadline provided by law for its elaboration has already passed; or
  - b) the penultimate closed fiscal year, in all other cases.



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- Art. 6º -A The request for registration of responsible individual of an Independent Auditor Legal Entity, already registered with CVM, shall be submitted with the following documents:
- I simple application, signed by the representative of the company, with the name of the professional to be included in the register;
  - II registration information of the responsible individual (Annex "B");
- III a copy of the professional identity card of the accountant, or equivalent certificate, issued by the Regional Accountancy Council;
- IV proof that the new responsible individual has performed auditing activities, under the provisions of article 7;
- V certificate of approval in the technical qualification exam of each of the responsible individuals, provided for in Art. 30; and
- VI Certificate of Regularity to prove compliance with the Continuing Professional Education Program by the responsible individual, from the year following its approval in the Technical Qualification Exam referred to in the preceding paragraph, under Art. 34 of this Resolution and the guidelines approved by the CFC.

## **CHAPTER III - PROOF OF AUDIT ACTIVITY**

- Art. 7º The exercise of the audit activity can be proven by submitting the following documents:
- I copies of audit opinions or auditor's reports accompanied by audited financial statements, issued and signed by the interested party, published in specialized newspapers or magazines or made available on the worldwide web, with at least one publication for each year; or
- II a copy of the individual employee record or statement of the audit company registered with CVM, signed by its representative partner, and copy of the professional's Employment Record Card, in compliance with the provisions of §§ 2 and 3 of this article.
- § 1 At the discretion of the CVM, the proof of experience in audit work of financial statements can also be done by submitting copies of audit opinions or auditor's reports and respective detailed reports, issued and signed by the interested party, accompanied by the respective financial statements, authenticated by the audited entity, containing an express authorization for such documents to be



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submitted to the Securities Commission of Brazil (CVM), to prove the audit activity of the interested party, being one proof for each year.

- § 2 In the cases provided for in item II of this article, the exercise of the role of director, manager, or supervisor in the area of audit of financial statements for a period of five years shall be proven, from the date of registration in the accountant category.
- § 3 The proof of compliance with the provisions of this article may be made for partial periods, consecutive or not, provided that the sum of the period of activity is not less than five years.

# CHAPTER IV - EXAMINATION OF THE REQUEST AND DEADLINE FOR GRANTING REGISTRATION AS AUDITOR OR REGISTRATION AS RESPONSIBLE INDIVIDUAL

- Art. 8º The application for registration as an independent auditor, or the registration of responsible individual for Independent Auditor Legal Entity must be submitted to examination by the Securities Commission of Brazil (CVM), which may require the complementation of the documents initially submitted, their updating, as well as the presentation of other documents, including audit papers, that it deems necessary.
- Art. 9º The deadline for granting the registration is 30 days from the date of the protocol of the application submission with the CVM.
- § 1 After the period provided for, if there was no manifestation by the Commission, it is presumed that the application for registration has been approved and the interested party may request the dispatch of the respective Declaratory Act, except in cases where it is verified that it is not properly submitted and documented.
- § 2 The period of 30 days shall be suspended only once if the CVM requests information or additional document necessary for the examination of the application for registration, or conditions its approval to modifications in the relevant documentation.
- § 3 The CVM shall have, for final manifestation, a period corresponding to five working days if the remainder of the period provided for in § 2 is lower.
- Art. 10. The application for registration as an Independent Auditor Legal Entity should be rejected when it is included counter that, following the Arts. 15 and 35 of this Resolution, has had its registration canceled or suspended by the Securities Commission of Brazil (CVM), as long as the penalty is in force.



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Sole paragraph. The application for registration as an Independent Auditor - Natural Person will also be rejected under the same conditions.

Art. 11. It is not allowed to register, in the category of Independent Auditor - Natural Person, any accountant who is a partner, director, or responsible individual, or has a professional link of any nature with an Independent Auditor - Legal Entity.

Sole paragraph: it is forbidden the participation of the same partner, or of the same accountant taking the role of responsible individual, in more than one Independent Auditor – Legal Entity registered with the Securities Commission of Brazil (CVM).

Art. 12. Having granted the request, the Securities Commission of Brazil (CVM) shall issue the competent Declaratory Act and publish it in the Official Federal Gazette.

Sole paragraph. The Declaratory Act, published in the Official Federal Gazette, constitutes a document proving the registration with the CVM, valid throughout the national territory.

- Art. 13. If the request has been rejected, the Securities Commission of Brazil (CVM) shall notify the interested party by mail, clarifying the reasons for the refusal.
- Art. 14. The decision for rejection can submit a voluntary appeal to the Collegiate of the Securities Commission of Brazil (CVM), following the rules in force.

#### CHAPTER V - AUTOMATIC SUSPENSION AND CANCELLATION CASES

- Art. 15. The Independent Auditor Natural Person, the Independent Auditor Legal Entity and its technical officers may have, respectively, the registration and registry suspended or canceled with the Securities Commission of Brazil (CVM), without prejudice to other applicable legal sanctions, in cases where:
- I the documentation or statements submitted for obtaining registration with the Securities Commission of Brazil (CVM) are proven to be false;
- II any of the conditions necessary for its concession or maintenance are not met or due to an impending situation;
- III have suffered the penalty of suspension or cancellation of professional registration, res judicata, applied by the supervisory body for the occupation; or



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- IV are, by final and unappealable judicial decision:
- a) declared insolvent;
- b) convicted in criminal proceedings with defamatory nature, or for crime or misdemeanor of economic content;
  - c) prevented from holding public office; or
  - d) declared incapable of exercising their civil rights.
  - V there is an adjudgement for bankruptcy, settlement, or dissolution.
- § 1 The CVM shall notify the independent auditor in advance of the decision to suspend or cancel its registration, under this article, granting it a period of ten working days from the date of receipt of the communication, to present its reasons for defense or to regularize its registration.
- § 2 The decision to suspend or cancel the registration, following the provisions of this article, can be voluntarily appealed, with suspensive effect, to the Collegiate of this Commission, by the other rules in force.

# CHAPTER VI - PERIODIC AND OCCASIONAL INFORMATION

- Art. 16. The Independent Auditor Natural Person and the Independent Auditor Legal Entity must send annually, until the last working day of April, through the worldwide web, the information required in Annex "D", relating to the previous year.
- Art. 17. Without prejudice and at any moment, the Securities Commission of Brazil (CVM) may request the updating of any documents and information. The independent auditors shall, whenever there is a change, forward to the CVM, within 30 days of its occurrence:
- a) changes of the Articles of Incorporation, duly registered in the competent register, under the specific legislation, and enrolled in the Regional Accountancy Council;
- b) copy of the professional identity card of accountant or equivalent certificate of the new partners; and
  - c) Registration Information (Annex "B") of the new partners.



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Art. 18. Independent auditors who do not present the information indicated in the Arts. 16, 17, and in Paragraphs 1 and 2 of Art. 28, within the time limits specified in this Resolution, are subject to the daily fine provided for in the specific rule regarding punitive fines.

Sole paragraph. The amount of the punitive fine subject of the caput will be halved when the independent auditor does not have clients within the securities market.

## CHAPTER VII - RULES RELATING TO THE EXERCISE OF AUDIT ACTIVITY IN THE SECURITIES MARKET

- Art. 19. The independent auditor, in the exercise of its activity within the securities market, must comply with and enforce, by its employees and contractors, the specific rules issued by the Securities Commission of Brazil (CVM).
- Art. 20. The Independent Auditor Natural Person and the Independent Auditor Legal Entity, all its partners and members of the technical staff must also observe the norms issued by the Federal Accounting Council CFC and the technical pronouncements of the Brazilian Institute of Accountants IBRACON, about professional conduct, the exercise of the activity, and the issuance of audit opinions and auditor's reports.
- Art. 21. Auditor's reports and documents intended to meet the requirements of the Securities Commission of Brazil (CVM) shall be issued and signed, with the sole indication of the professional category and registration number at the Regional Accountancy Council, when Natural Person, or with the indication of the professional category, registration number at the Regional Accountancy Council, respectively, of the responsible individual and the company, when Legal Entity.

# CHAPTER VIII - HYPOTHESES OF IMPEDIMENT AND INCOMPATIBILITY

- Art. 22. The Independent Auditor Natural Person, the partners, and other members of the technical staff of Independent Auditor Legal Entity may not perform an independent audit when it is established, in its performance in the audited entity, its subsidiaries, controllers, or members of the same economic group, in violation of the rules of the Federal Accounting Council CFC related to independence.
- Art. 23. The Independent Auditor and the natural persons and legal entities linked to it shall not, as defined in the CFC's rules of independence, concerning entities to which they provide accounting audit services:



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- I acquire or maintain titles or securities issued by the entity, its subsidiaries, parent companies, or members of the same economic group; or
  - II provide consulting services that may characterize the loss of their objectivity and independence.
  - Sole paragraph. Examples of consulting services provided for in the caput of this article are:
  - I advice on organizational restructuring;
  - II evaluation of companies;
  - III revaluation of assets;
- IV determination of values to constitute provisions or technical reserves and provisions for contingencies;
  - V tax planning;
  - VI remodeling of accounting, information, and internal control systems; or
- VII any other product or service that influences or may influence the decisions taken by the management of the audited institution.
- Art. 24. The independent auditor shall waive his/her role in the occurrence of the situations provided for in Art. 22.

Sole paragraph. If the provisions of this article are not met, the Securities Commission of Brazil (CVM) may determine the replacement of the independent auditor.

## CHAPTER IX - DUTIES AND RESPONSIBILITIES OF INDEPENDENT AUDITORS

- Art. 25. While performing its activities within the securities market, the independent auditor shall also:
  - I check:
- a) whether the financial statements and the auditor's report were disclosed in the media where their publication is mandatory and if they correspond to the audited financial statements and the report originally issued;
- b) whether the accounting and financial information and analyses presented in the entity's management report are in line with the audited financial statements;



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- c) whether the destinations of the entity's results are per the provisions of corporate law, corporate bylaws, and CVM rules; and
- d) any non-compliance with the legal and regulatory provisions applicable to the activities of the audited entity and/or related to its status as an entity of the securities market, which has or may have relevant repercussions in the financial statements or operations of the audited entity.
- II prepare and forward to the administration and the Fiscal Council a detailed report that contains its observations concerning the internal controls and accounting procedures of the audited entity, also describing any deficiencies or inefficacies identified during the work;
- III keep in good custody for a minimum period of five years, or a longer period by express determination of this Commission in the event of an Administrative Inquiry, all documentation, mail, work papers, reports, and opinions related to the performance of its functions;
- IV clearly indicate, and to what extent, the accounts or subgroups of accounts of the asset, liabilities, income, and shareholders' equity that are affected by the adoption of accounting procedures conflicting with the Fundamental Accountancy Principles, as well as the effects on the compulsory dividends and profit or loss per share, as the case may be, whenever it issues a review report of intermediate information or adverse auditor's report or with reservations;
- V to give access to CVM supervision and to provide or allow the reproduction of the documents referred to in item III, which have served as the basis for issuing the review report of intermediate information or auditor's report; and
- VI to enable, in the case of replacement by another auditor, ensuring the aspects of secrecy and upon prior agreement of the audited entity, the access of the new contracted auditor to the documents and information that served as the basis for the issuance of the review reports of intermediate information or auditor's reports of the previous years.
- VII ensure that all partners, directors, managers, supervisors or any other members with a management function in the team performing audits in entities regulated by CVM have been approved in the specific Technical Qualification Exam for CVM.
- VIII to communicate the main audit issues in the auditor's reports of financial statements of all entities regulated or supervised by CVM, meeting the professional standards of independent audit approved by the Brazilian Federal Accountancy Council CFC.



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IX – in cases of use of the prerogative provided for in the caput of Art. 31-A, evaluate and document in their work papers the fulfillment of the installation, composition, and operation requirements provided for in the Arts. 31-A, 31-B, and 31-C, as well as, after that assessment, to document the waiver of audit work based on non-conformities with regulatory requirements.

Sole paragraph. Once any relevant irregularity concerning that established in items I and II is verified, the independent auditor must communicate the fact to the CVM in writing, within a maximum of 20 days from the date of its occurrence.

#### CHAPTER X - DUTIES AND RESPONSIBILITIES OF ADMINISTRATORS AND FISCAL COUNCIL

- Art. 26. The entity, when contracting independent audit services, shall provide the auditor with all the elements and conditions necessary for the perfect performance of her/his functions.
- § 1 The audited entity shall provide the independent auditor with the letter of responsibility of the administration, under the standards approved by the Federal Accountancy Council CFC.
- § 2 The liability of the administrators of the audited entities for the information contained in the financial statements, or the declarations provided, does not disclaim the responsibility of the independent auditor concerning its intermediate information review report or auditor's report, nor does it release her/him from the adoption of the audit procedures required in each circumstance.
- Art. 27. The administrators of the audited entities shall be liable for the hiring of independent auditors who do not meet the conditions outlined in this Resolution, especially regarding their independence and the regularity of their registration with the Securities Commission of Brazil (CVM).

Sole paragraph. Without prejudice to the appropriate legal sanctions, as evidenced by the lack of independence of the auditor or the absence of registration in the CVM, the audit work is considered to be without effect for the compliance with the law and the Rules of the CVM.

- Art. 28. The management of the audited entity shall, within 20 days, notify the CVM regarding the change of auditor, whether or not the contract for the provision of audit services is terminated, with justification for the change, in which the consent of the replaced auditor must be included.
- § 1 After the period has elapsed without any manifestation of the administration of the audited entity regarding the requested information, the independent auditor shall notify the CVM of the



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replacement, within ten days from the date of the end of the period granted to the administration of the entity.

- § 2 The independent auditor who does not agree with the justification presented for its replacement shall forward to the CVM her/his reasons for disagreement, within 30 days, counted from the date of replacement.
- § 3 Failure to comply with the provisions of this article subjects the entity and the independent auditor to the daily punitive fine, under Article 18 of this Resolution.
- Art. 29. The fiscal council of the audited entity, when in operation, must verify the correct compliance by the administrators of the provisions of the Arts. 27 and 28.

## **CHAPTER XI - TECHNICAL QUALIFICATION EXAM**

Art. 30. The technical qualification exam shall be carried out at least once per year, to enable the independent auditor to exercise the audit activity of financial statements for all entities that are part of the securities market.

Sole paragraph. The technical qualification exam must be applied by the Federal Accountancy Council - CFC together with the Brazilian Institute of Accountants - IBRACON or by institution indicated by CVM, in the manner to be set on its behalf.

#### **CHAPTER XII - TURNOVER OF AUDITORS**

- Art. 31. The Independent Auditor Natural Person and the Independent Auditor Legal Entity may not provide services to the same client, for a period of more than five consecutive fiscal years, requiring a minimum interval of three fiscal years for their rehiring.
- Art. 31-A The period established in Art. 31 of this Resolution is up to ten (10) consecutive fiscal years if:
  - $\ensuremath{\mathsf{I}}$  the audited company has a Statutory Audit Committee CAE in permanent operation; and
  - II the auditor is a legal entity.
- § 1 For the use of the prerogative provided for in the caput, the CAE must be implemented and fully operational until the date of closure of the third fiscal year from the hiring of the independent auditor, and remain in operation after that date and while using the above-mentioned prerogative.



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§ 2 - Once the prerogative provided for in the caput is adopted, the independent auditor shall do the job rotation of the responsible individual, director, manager, and any other member of the audit team with a management function, in a period of not more than five (5) consecutive fiscal years, with a minimum interval of 3 (three) fiscal years for his/her return.

## Art. 31-B. The CAE shall:

- I be provided for in the company's bylaws;
- II be an advisory body directly linked to the board of directors;
- III meet whenever necessary, but at least bimonthly, so that accounting information is always analyzed before its disclosure;
- IV have its bylaws approved by the board of directors, which provides for its functions in detail, as well as its operational procedures;
  - V have a coordinator, whose activities must be defined in the bylaws;
- VI have the means to receive complaints, including confidential, internal, and external to the company, in issues related to the scope of its activities; and
- VII have operational autonomy and budget allocation, annual or per project, within limits approved by the board of directors to conduct or determine the performance of consultations, evaluations, and investigations within the scope of its activities, including the hiring and use of independent external specialists.
  - § 1 CAE meetings must be recorded in minutes.
- § 2 The coordinator of the CAE, accompanied by other members of the CAE when necessary or convenient, shall:
  - I meet with the board of directors at least quarterly; and
  - II attend the ordinary general assembly of the company.
- Art. 31-C. The CAE shall be composed of at least three (3) members appointed by the board of directors, who shall hold their positions for a maximum of 10 (ten) years, being:
- I at least one (1) member of the company's board of directors, who does not participate in the directorship; and



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- II the majority of independent members.
- § 1 The participation of directors of the company, its subsidiaries, parent companies, affiliates, or companies in common control, direct or indirect, is prohibited in the CAE.
  - § 2 To comply with the independence requirement of caput item II, the member of the CAE:
  - I cannot be, or have been, in the last five (5) years:
- a) director or employee of the company, its parent company, subsidiary, affiliate, or company in common control, direct or indirect; or
  - b) partner, responsible individual, or team member of the Independent Auditor Legal Entity; and
- II spouse, a lineal or collateral descendant, up to the third degree, and by affinity, up to the second degree, of the persons referred to in item I.
- § 3 The members of the CAE must comply with the requirements set out in Article 147 of Law No. 6,404 of December 15, 1976.
- § 4 Having exercised a mandate for any period, the members of the CAE may rejoin such body, in the same company, after at least three (3) years after the end of the term of office.
- § 5 At least one (1) of the CAE members shall have acknowledged experience in corporate accounting matters.
- § 6 To comply with the requirement of acknowledged experience in corporate accountancy, provided for in Paragraph 5 of the caput, the member of the CAE must have:
  - I knowledge of generally accepted accountancy principles and financial statements;
  - II ability to evaluate the application of these principles concerning the critical accounting estimates;
- III experience in preparing, auditing, analyzing, or evaluating financial statements that have a level of scope and complexity comparable to those of the company;
- IV educational training compatible with the corporate accounting knowledge necessary for CAE's activities; and
  - V knowledge of internal controls and corporate accounting procedures.



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- § 7 Compliance with the requirements outlined in § 6 of the caput must be proven utilizing documentation maintained at the company's headquarters, available to the CVM, for a period of five (5) years from the last day of the CAE member's term of office.
- § 8 CAE members must maintain an impartial and skeptical attitude in the performance of their activities and, above all, concerning the estimates present in the financial statements and the management of the company.
- § 9 The replacement of a member of the CAE must be communicated to the CVM within 10 days of its replacement.
  - Art. 31-D. CAE is responsible for:
- I giving an opinion on the hiring and removal of the independent auditor for the preparation of an independent external audit, or any other service;
  - II supervising the activities of:
  - a) independent auditors, to assess:
  - 1. their independence;
  - 2. the quality of the services provided; and
  - 3. the adequacy of the services provided to the needs of the company;
  - b) the company's internal controls area;
  - c) the company's internal audit area; and
  - d) the area of preparation of the company's financial statements;
  - III monitoring quality and integrity of:
  - a) internal control mechanisms;
  - b) the company's quarterly information, intermediate statements, and financial statements; and
- c) the information and measurements disclosed based on adjusted accounting data and non-accounting data that add unforeseen elements in the structure of the regular reports of the financial statements;



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- IV evaluating and monitoring the company's risk exposures, which may even require detailed information on policies and procedures related to:
  - a) the remuneration of the administration;
  - b) the use of company assets; and
  - c) expenses incurred on behalf of the company;
- V evaluating and monitoring, together with the administration and the internal audit area, the adequacy of transactions with related parties carried out by the company and their respective disclosures; and
- VI preparing summary annual report, to be presented together with the financial statements, containing the description of:
  - a) its activities, the results and conclusions reached and the recommendations made; and
- b) any situations in which there is significant divergence between the company's management, the independent auditors, and the CAE about the company's financial statements.
- Art. 31-E. The company shall maintain, at its headquarters and available to CVM, for a period of five (5) years, a detailed annual report prepared by CAE, containing the description of:
  - a) its activities, the results and conclusions reached and the recommendations made; and
- b) any situations in which there is significant divergence between the company's management, the independent auditors, and the CAE about the company's financial statements.
  - Art. 31-F. Independent auditors must meet CAE's demands in all matters of their competence.

#### CHAPTER XIII - INTERNAL QUALITY CONTROL

- Art. 32. The independent auditor shall implement an internal quality control program, according to the guidelines issued by the Federal Accounting Council (CFC) and the Brazilian Institute of Accountants IBRACON, which aims to ensure full compliance with the rules governing the audit activity of financial statements and the standards issued by the Securities Commission of Brazil (CVM).
- § 1 The internal quality control program shall be established according to the structure of its technical team and the complexity of the services on its responsibility in the case of Independent Auditor



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- Legal Entity, and regarding technical-professional competence in the case of Independent Auditor Natural Person.
- § 2 The internal quality control program may be developed in conjunction with other independent auditors or agreement with a specialized institution, and the Independent Auditor Legal Entity should appoint a partner responsible for implementing and conducting this program.
- § 3 The internal quality control program must be required after twelve months of publication of the standards and guidelines approved by the Brazilian Federal Accountancy Council CFC that regulate this matter.

## CHAPTER XIV - EXTERNAL QUALITY CONTROL

- Art. 33. The independent auditors must, each four-year cycle, undergo the review of their quality control area, according to the guidelines issued by the Brazilian Federal Accountancy Council CFC, which must be carried out by another independent auditor, also registered with the Securities Commission of Brazil (CVM).
- § 1 In the case of Independent Auditor Legal Entity, the quality control review must be carried out by a company of auditors that has a structure compatible with the work to be developed.
- § 2 The auditor shall issue a quality control review report to be forwarded to the independent auditor and the Brazilian Federal Accountancy Council CFC, within the deadlines defined by it.
- § 3 The independent auditor responsible for the quality control review shall also observe, concerning the revised auditor, the independence standards approved by the Brazilian Federal Accountancy Council CFC.
- § 4 Failure to comply with the provisions of the caput in at least two (2) of the last five (5) years allows the immediate suspension of the registration of the Independent Auditor Natural Person, or the Independent Auditor Legal Entity, until a new quality control review is presented, according to the guidelines of the Brazilian Federal Accountancy Council, with a report issued without reservations, duly approved by the Steering Committee of the External Quality Review Program, or equivalent, and established by the Brazilian Federal Accountancy Council CFC.



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#### CHAPTER XV - CONTINUING EDUCATION PROGRAMME

- Art. 34. The independent auditors shall maintain a policy of continuing education for themselves, in the case of Natural Person, and of its entire corporate and functional staff, if a legal entity, as the case may be, according to the guidelines approved by the Brazilian Federal Accountancy Council CFC, to ensure the quality and full compliance with the standards governing the exercise of the activity of auditing of financial statements.
- § 1 The provisions of the caput apply to the Independent Auditors Natural Person and to the partners, who exercise or not the audit activity, responsible individuals, directors, supervisors, and managers of Independent Auditors Legal Entity.
- § 2 Failure to comply with the provisions of the caput in at least two (2) of the last five (5) years leads to the immediate suspension of the registration of the Independent Auditor Natural Person, or the registration as responsible individual for Independent Auditor Legal Entity, until a new certificate of approval is presented in the Technical Qualification Exam, provided for in Art. 30 of this Resolution, regardless of the adoption of other applicable administrative measures.

#### **CHAPTER XVI - PENALTIES**

- Art. 35. The Independent Auditor Natural Person, the Independent Auditor Legal Entity and its responsible individuals may be warned, fined, or have their registration with the Securities Commission of Brazil (CVM) suspended or canceled, without prejudice to other applicable legal sanctions, when they:
- I act in disagreement with the legal and regulatory rules that regulate the securities market, including non-compliance with the provisions of this Resolution;
- II perform inept or fraudulent auditing, falsify data or numbers, or withhold information that is their duty to disclose; or
- III use, for their benefit or by third parties, or allow third parties to use the information to which they have had access as a result of the exercise of the audit activity.
- Art. 36. Failure to comply with the provisions contained in this Resolution subject its violators to the penalties provided for in Article 11 of Law No. 6,385/76.



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Art. 37. It constitutes a serious infringement, for the provisions of § 3º of Article 11 of Law No. 6,385/76, the non-compliance with the provisions of the arts. 20, 22, 23, 25, 31, 32, 33, and in articles II and III of Art. 35 of this Resolution.

Art. 38. The Securities Commission of Brazil (CVM) shall inform, in a publication in the Official Federal Gazette, of the cancellation or suspension of the registration of an independent auditor and report the occurrence to the Brazilian Federal Accountancy Council, by email or making available on its website on the worldwide web, in cases of application of the penalties provided for in this Resolution.

Sole paragraph. In the event of cancellation, the documents and statements submitted for obtaining and maintaining the registration remain available to the interested party for a period of sixty days, after which they may be destroyed.

Art. 39. The Securities Commission of Brazil (CVM) shall keep, up-to-date and available to the market, the list of independent auditors who have been penalized in an administrative inquiry.

# **CHAPTER XVII - FINAL PROVISIONS**

Art. 40. The following Instructions are revoked:

I - 308, of May 14, 1999;

II - 591, of October 26, 2017; and

III – 611, of August 15, 2019.

Art. 41. This Resolution comes into force on April 1st, 2021.

Digitally signed by

MARCELO BARBOSA

President



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# ANNEX "A" TO CVM RESOLUTION NO. 23, OF FEBRUARY 25, 2021

Application for registration of Independent Auditor - Natural Person, as provided for in Article 5, item I

TO

COMISSÃO DE VALORES MOBILIÁRIOS

Rio de Janeiro - RJ

(Full Name) requires the registration of "Independent Auditor - Natural Person", for which she/he attaches:

- 1 a copy of the professional identity card of the accountant, or equivalent certificate, issued by the Regional Accountancy Council, indicating the date of approval of the registration in the accountant category;
- 2 registration information (Annex "B");
- 3 a copy of the Location and Operation Permit, or equivalent skilled document, issued by the City Hall;
- 4 a copy of the certificate of approval in the technical qualification exam;
- 5 documents to prove the exercise of the audit activity, according to Art. 7; and
- 6 proof of having disconnected from the board of auditors of "Independent Auditor Legal Entity" (if applicable, according to Art. 11).

Location and date

Full name and signature

CRC - no.



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## ANNEX "B" TO CVM RESOLUTION NO. 23, OF FEBRUARY 25, 2021

# Registration Information, according to art. 5, item III

- 1 Full name:
- 2 Private address:

(indicate the street, number, complement, neighborhood, city, UF, zip code, phone, email, etc.).

- 3 Nationality, place, and date of birth:
- 4 Parents' Full Names:
- 5 Marital status: (if married, indicate the name of the spouse and the marriage regime).
- 6 Identity document: (indicate registration number, date of issuance, and the issuing agency).
- 7 Professional identity document:

(indicate registration number, date of issuance, and the issuing Regional Accountancy Council).

- 8 Registration number in the Taxpayer Identification Number of the Ministry of Finance:
- 9 Name of the "Independent Auditor Legal Entity" registered with the Securities Commission of Brazil (CVM), of which it is a partner, director or employee (where applicable):

(indicate the name or corporate name on the premise for obtaining the registration).

10 - Business address:

(indicate the street, number, complement, neighborhood, city, UF, zip code, phone, email, etc.).

11 - Participation as a partner or shareholder of entities, including the spouse and dependents:

(relate each one of yours and your dependents' participation, indicating the name/corporate name, the number of shares or quotas owned, and the percentage of participation, or inform that there is nothing to declare).

12 - Additional information, at the discretion of the applicant: Location and date Full name and signature CRC - no.



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## ANNEX "C" TO CVM RESOLUTION NO. 23, OF FEBRUARY 25, 2021

Application for registration of Independent Auditor - Legal Entity, according to art. 6, item I

# 1. Regarding the Organization:

- a) equivalent constitutive act and subsequent changes registered in the competent register under the specific legislation and in the Regional Accountancy Council;
- b) address of the registered office and each of the branches and/or offices, if applicable (indicate the street, number, complement and neighborhood, zip code, city, state, telephone number, email, etc.);
- c) list of entities that operate or provide services within the securities market, indicating the
  respective areas of activity, in which the company, its partners, and responsible individuals
  have a stake in the share capital;
- d) proof of registration in the National Registry of Legal Entities of the Ministry of Finance, the registered office and each of the branches and/or offices (if applicable);
- e) Location and Operation Permit or equivalent appropriate document, issued by the City Hall of the headquarters and each of the branches and/or offices (if applicable);
- f) permit issued by the Regional Accountancy Council, for the headquarters and each of the subsidiaries and/or offices (if applicable); and
- g) list of partners and other accountants who are part of the staff of responsible individuals, authorized to issue and sign an auditor's report on behalf of the company within the securities market.

# 1. Regarding partners and responsible individuals:

- a) Registration Information (Annex B);
- b) accountant's professional identity card or equivalent certificate issued by the Regional Accountancy Council, indicating the date on which the registration was granted;
- c) certificate of approval in the technical qualification exam (specific test for performance in entities regulated by CVM), of responsible individuals;
- d) documents to prove the exercise of the audit activity by responsible individuals authorized to issue and sign auditor's reports on behalf of the company within the securities market; and



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e) proof of a link of such technical responsibility, in the cases of professionals who are not partners.



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# ANNEX "D" TO CVM RESOLUTION NO. 23, OF FEBRUARY 25, 2021

# Annual Report, following art. 16

- 1) Identification of the Independent Auditor:
- 1.a) full name (if natural person) or;

name or corporate name (if legal entity)

1.b) address(es)

(the legal entity must indicate the address of the registered office and all subsidiaries and/or offices)

- 1.c) name of the partner(s) that are representative(s) before the CVM (legal entity);
- 2) list of names of the entities to which it provides audit services, subdivided into:
- 2.a) Publicly Held Companies:

Publicly Held Companies (a)	Date (b)	+10% (c)
-----------------------------	----------	----------

- (a) list, in alphabetical order and regardless of the industry, all companies registered with CVM, with shares traded on the stock market or over-the-counter market.
  - (b) in case it is the first audit, indicate the date of the contract.
  - (c) indicate the percentage of participation concerning total revenue when it is higher than 10%.
  - 2.b) Members of the Securities Market:

MVM members (d)	Date (e)	+10% (f)

- (d) list the institutions, companies, or entities that are part of the securities market, namely: Stock Exchange, Securities Brokers, Securities Distributors, Foreign Capital Conversion Funds, Mutual Equity Funds, Foreign Capital Investment Funds, Fungible Custody Service Providers, Foreign Capital Investment Companies, Certificate Issuance Service Providers, Portfolio Management Service Providers, Privatization Funds, Real Estate Funds, Emerging Companies Funds, Companies that Issue Certificates of Investments in the Audiovisual Area.
  - (e) in case it is the first audit, indicate the date of the contract.



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- (f) indicate the percentage of participation in total revenue when it is greater than 10%.
- 2.c) Incentivized Companies:

Incentivized Companies (g)	Date (h)	+10% (i)
(8)	- 355 ()	

- (g) list the companies receiving tax incentives, provided for in Law No. 8167/91, as provided for in Decree-Law No. 2298/86.
  - (h) in case it is the first audit, indicate the date of the contract.
  - (i) indicate the percentage of participation concerning total revenue when it is greater than 10%.
  - 3) Number of entities not included in the previous items:

(report the number of entities audited during the previous year, which do not fall under the previous items)

4) Annual revenue amount and hours worked in audit services, as detailed;

Revenue in Audit Services:	R\$
Percentage of audit revenue concerning total revenue:	
	%
Total hours worked in audit in the year:	

- 4-A) financial statements (if legal entity);
- 5) Criteria adopted in the determination of professional fees:

(describe briefly the criteria used to establish the collection of fees for services provided)

6) Number of partners and permanent employees of the technical area:

The number of partners:	
The total number of employees in the technical area:	



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7) List of entities in which the company, its partners, and responsible individuals have a stake in the share capital and that act or provide services within the securities market, indicating the respective areas of activity or changes that occurred in the period:

Entities (name or corporate name) Industry
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IMPORTANT OBSERVATIONS REGARDING THE PRESENTATION OF THE ANNUAL INFORMATION:

All items must be answered. If there is no information to be presented, in any item, the expression "NOT APPLICABLE" should be indicated.

The deadline for submitting this information is until the last working day of April.

The document must be signed by the Independent Auditor - Natural Person or by the partner representing the Independent Auditor - Legal Entity before the CVM.