

- **Ethics**

Promarinha always conducts its own services in an honest and honorable way, and expects its employees, suppliers and clients to do the same. Promarinha's activity takes proper account of ethical considerations, together with the protection and enhancement of the moral position of its employees, suppliers and clients.

Promarinha takes into consideration any changes to the labour code, including those about preventing moral harassment in the workplace.

- **Confidentiality**

Promarinha is committed to maintaining the highest degree of integrity in all its dealings with potential, current and past clients, both in terms of normal commercial confidentiality, and the protection of all personal information received in the course of providing the business services concerned. Promarinha extends the same standards to all suppliers and clients.

- **Duty of care**

Promarinha assures that all rendered services comply with the duty of care and accepted standards of ethical behavior. Promarinha stands for the human rights and strives to prevent adverse effect on the people that work with whom she works.

- **Quality assurance**

Promarinha assures the quality of its business operations through constant ongoing review with its clients, of all aims, activities, outcomes and the cost-effectiveness. Promarinha maintains and develops its Quality Management System on a regular basis.

- **Professional conduct**

Promarinha conducts all of its activities professionally and with integrity. Promarinha takes great care to be completely objective in its services, so that issues are never influenced by anything other than the best and proper interests of its clients.

- **Equality and discrimination**

Promarinha always strives to be fair and objective in its service, and is never influenced in its decisions, actions or recommendations by issues of gender, race, creed, colour, age or personal disability.

Promarinha does not allow any kind of forced labour including work for its clients. These cannot demand any kind of deposit or withheld any personal or professional documentation.

Promarinha does not hire under age employees, same principle applies to its suppliers and clients. Promarinha assures without exception the respect for the freedom of Association and Collective Bargaining.