

Pro Criança Cardíaca Donation Receipt Policy

CHAPTER I - GENERAL PROVISIONS

Art. 1 - The purpose of this policy is to establish the Compliance guidelines and complement the procedures for receiving financial donations from Individuals or Legal Entities by Pro Criança Cardíaca.

Art. 2 - Pro Criança Cardíaca has a Compliance Program that aims to ensure compliance with the values and rules that establish the standards of ethics and conduct that must be observed not only by its employees, but by all Stakeholders. All donations will be made and handled in accordance with the Pro Criança Cardíaca Code of Ethics and Conduct available on the Pro Criança Cardíaca website.

Art. 3 - Pro Criança Cardíaca has the premise of only accepting financial donations from organizations or companies that work in line with the principles of the institution.

CHAPTER II - GOOD REPUTE

Art. 4 - The main requirement for receiving a donation from a company or organization by Pro Criança Cardíaca is its suitability, which must be carefully evaluated before a possible donation.

Sole paragraph: This assessment will be carried out by the Pro Criança Cardíaca team in accordance with the guidelines set out in this Policy.

CHAPTER III - THE FENCE

Art. 5 - Pro Criança Cardíaca does NOT receive donations from companies and other institutions, manufacturers or suppliers.

distributors, operating in the following fields of activity or having the following characteristics:

- (i) cigarettes, smoking and/or tobacco;
- (ii) alcoholic beverages;
- (iii) warfare (firearms/munition);
- (iv) Involvement with exploitation of child labor or labor analogous to slavery; prostitution or sexual exploitation of children or adolescents;
- (v) Involvement in corruption;
- (vi) Involvement in Crimes or Human Rights Violations.

Art. 6 - Pro Criança Cardíaca declares that it is aware of the corruption prevention standards provided for in Brazilian law and guarantees that it complies with all applicable anti-corruption laws in connection with its activities.



Art. 7 - Pro Criança Cardíaca will not receive donations from companies or institutions that have been convicted with final and unappealable judgment in an investigation, administrative or judicial proceeding related to non-compliance with the Anti-Corruption or Money Laundering Laws.

CHAPTER IV - THE PURPOSE OF THE DONATION

Art. 8 - Pro Criança Cardíaca undertakes to fully apply the resources received in the realization of its social objectives and not to distribute profits, bonuses or advantages to its managers, as provided for in Art. 3 of its Bylaws, which is available for consultation on the Pro Criança Cardíaca website.

CHAPTER V- DEPOSIT ACCOUNTS

Art. 9 - Pro Criança Cardíaca declares that it has two accounts for depositing donations. Banco Bradesco (237), Agency 0227-5, Account 115400-1 and Itaú Bank (341), Branch 0389, Account 09889-8.

CHAPTER VI - DONATION IN KIND

Art. 10 - The donation in kind will only be received directly from the donor or the bearer indicated by the donor, in the presence of 2 (two) collaborators of Pro Criança Cardíaca.

Art. 11 - The amount in cash will be deposited in one of the two accounts held by Pro Criança Cardíaca by the financial department, within 24 hours (twenty four hours) after the date of receipt.

Art. 12 - Pro Criança Cardíaca will provide a donation receipt whenever the donation is identifiable.

CHAPTER VII - THE DONATION MADE IN URNS OF THE PRO CARDIAC CHILD

Art. 13 - The donor may request a ballot box from Pro Criança Cardíaca that will be sent empty and sealed to the address indicated by the donor. The key of this ballot box will be stored in the safe of Pro Criança Cardíaca.

Art. 14 - The ballot box will only be opened in the presence of the donor or by a representative appointed by the donor, together with two (2) employees of Pro Criança Cardíaca. After counting the amount, the amount must be deposited in one of the accounts held by Pro Criança Cardíaca, within 24 hours (twenty four hours) after the date of receipt.

Art. 15 - Pro Criança Cardíaca will make available a statement with information about the donation campaign and the total amount collected.



CHAPTER VIII - DONATION BY CHECK

Art. 16 - Pro Criança Cardíaca will only receive donations through a nominal check, which will be deposited in one of the accounts owned by Pro Criança Cardíaca within 24 hours (twenty four hours) after receiving the donation.

Art. 17 - Pro Criança Cardíaca will provide a receipt for the

donation. CHAPTER IX - DONATION WITHOUT IDENTIFICATION

Art. 18 - Pro Criança Cardíaca will make every effort to identify donations deposited in its funds. accounts and that, perhaps, are not identified. CHAPTER

X - INDIVIDUAL DONATIONS

Art. 19 - Pro Criança Cardíaca will not receive donations from politically exposed persons, as well as donations that constitute a conflict of interest with the organization.

Art. 20 - Pro Criança Cardíaca undertakes to check for any donations that come from shady, illegal and money laundering procedures.

CHAPTER XI - LEGAL PERSON DONATION

Art. 21 - In the case of donations from Legal Entities, the Pro Criança Cardíaca team will conduct a formal analysis of the following questions:

- I) Probability of payment by the Individual Member
- II) Not be included in the register of responsible persons who are unfit to participate in bidding in the federal public administration by the TCU (<https://portal.tcu.gov.br/responsabilizacao-publica/licitantes-inidoneos/>);
- III) Not be included in the list of unfit and suspended companies by CGU (<http://www.portaldatransparencia.gov.br/sancoes/ceis?ordenarPor=nome&direcao=asc>);
- IV) Do not appear in the register of the National Register of Civil Convictions for Acts of Administrative Improbability and Ineligibility records of conviction with final and unappealable sentence or sanction of the active CNJ (https://www.cnj.jus.br/improbidade_adm/consultar_requerido.php?validar=form).
- V) Issuance of the CND - Certificate of Debts Relating to Federal Tax Credits and Debts of the Union issued by the Attorney General's Office of the National Treasury;

Art. 22 - Pro Criança Cardíaca will archive the documentation regarding the analysis provided for in the previous article.

Art. 23 - Pro Criança Cardíaca will carry out this analysis for each new donor and every six months for preexisting donors.



Art. 24 - Pro Criança Cardíaca will provide a donation receipt for legal entities in accordance with current legislation.

CHAPTER XII - ONLINE DONATION

Art. 25 - Online donations can be made via PagSeguro.

Art. 26 - Pro Criança Cardíaca declares that it does not interfere in the PagSeguro operation, which will only take place between the donor and the digital platform.

Art. 27 - The donation made through PagSeguro will suffer the discount of the administration fee of 4.99%.

+ 0.40 per donation, charged by the digital platform.

Art. 28 - Online donations may also occur through other digital platforms that will be chosen by Pro Criança Cardíaca, with the aim of raising funds for specific campaigns. These donations will be subject to administration fees previously agreed between Pro Criança Cardíaca and the digital platform.

CHAPTER XIII - DONATION VIA BILLET:

Art. 29 - Donations via billet will be made to donors voluntarily registered with Pro Criança Cardíaca.

Art. 30 - It will be up to the donor to choose the amount and date for payment of the ticket, which should not be less than R\$ 50.00 (fifty reais).

CHAPTER XIV - DONATION BY EXCHANGE:

Art. 31 - Pro Criança Cardíaca may receive international donations through exchange.

Art. 32 - International donations will comply with current legislation and will be subject to IOF, bank fees and monetary variation.

CHAPTER XV - FINAL PROVISIONS

Art. 33 - Pro Criança Cardíaca declares that all donations are communicated internally as soon as they are identified.

Art. 34 - Any case not covered in this Policy or doubts regarding the receipt of donations must be referred to the Board of Directors of Pro Criança Cardíaca for deliberation. It is the responsibility of the directors to evaluate and decide on proposals for donations or termination of the receipt of any donations.

Art. 35 - Pro Criança Cardíaca declares that this Policy is known to all employees.



Art. 36 - Pro Criança Cardíaca declares that the guidelines set forth herein are part of the Governance Structure of Pro Criança Cardíaca.

Art. 37 - This Policy comes into force upon its publication and will be valid for 02 (two) years and may be reviewed when there are changes that will impact the process in question.

Rio de Janeiro, September 30, 2020