



Sustainability in the Forma Certa

Print to Transform



soluções
gráficas
personalizadas

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Who we are

Forma Certa was born out of two brothers and one sister who were moved by transformation. More than searching for innovative solutions in the printing sector, the partners' entrepreneurial nature showed that our strength could be in how we relate and innovate. And they were right! We **REINVENTED** ourselves and promoted real transformation through our relationships, whether with our talent, our clients, or our partners.



We ensure that each client is supported in a **unique way**, with custom solutions. Our goal is to offer more than just printing; we want to deliver singular **experiences** that are tailor-made to meet specific needs.

We believe in the power of books and education to create a revolution. Regardless of being the largest digital printing company in Latin America, we know that our close relationship with our clients and partners is what pushes our business forward. We see the possibility of sharing knowledge in each business relationship, thus expanding access to education to all people.

We are a disruptive printing company. We strive to develop an ethical, diverse, and inclusive environment, and we want

to pour our WAY of BEING and DOING – filled with passion, boldness, and commitment – into each printed page. For that reason, we are looking to do that in increasingly more sustainable ways, with less environmental impact, and with social responsibility.

We printed more than 1 billion pages and delivered over 12 million books in 2023. More than business numbers, we celebrate the fact that we are part of the process of taking knowledge and culture to every corner of Brazil and the world. **It brings us joy to know we are shaping the future of printing and are part of the transformation we want to experience. We are Forma Certa.**





Clients

Our Commitment to Education

At Forma Certa, we believe in the transformative power of knowledge and are committed to supporting the education market with printing solutions beyond traditional options. We value the diversity of regions, cultures, and people, and we offer custom content that reflects the abundance and variety in our country – and, why not, the world.

We know that each student is the star in their learning journey. For that reason, our printed

materials are developed to respect and meet different needs and contexts, thus allowing knowledge to reach even further in a custom, innovative way.

We are committed to delivering excellence with every project and help spread ideas and content that educate, inspire, and shape the future.





Declaration

We have an important role to play in transforming the society we want, and this goes far beyond our printed material: we want to amplify our positive impacts and make a difference in the lives of the people who experience our products.

We believe that by encouraging reading and promoting education, we contribute to the future we dream of. Every page printed in Forma Certa is a step towards building a possible tomorrow. In a country as diverse as Brazil, we seek ideal solutions for each individual, region and culture.

We know that books are a window to the world, and each of our products that reaches the hands of a child or a reader can be an agent of development, showing that it is possible to innovate, care and evolve at the same time.

We print to transform.

Our work goes beyond paper: we share knowledge, present solutions, encourage education and promote significant changes.

We value each person in a unique and humanized way, with a responsible outlook, assuming a commitment to even more sustainable and conscious management. We are on a journey of constant evolution and we want to lead positive transformations in society. We print to inspire lives through books, confident that these lives will ultimately transform the world.

That's our brand – a brand proud of its role in creating real, positive impact.

It's in the hands of people that revolution happens.





Auditing and Certifications

We increasingly search for excellence as a value.

It is perceived in our operations and in how we improve our management. Auditing reveals our

commitment to products and processes, but mostly to the people who write our story. These are a few of the certifications that attest to this responsibility:

It certifies the company's performance in terms of labour, health, and safety practices, environment, and business ethics.



Printers that are made following stringent environmental performance criteria throughout their lifecycle, including energy reduction, materials, health, environment, manufacturing, and operations.



100% of the energy we use comes from wind and solar power plants, biomass, and small hydropower plants.



It certifies that the paper we use comes from responsibly, sustainably managed forests.

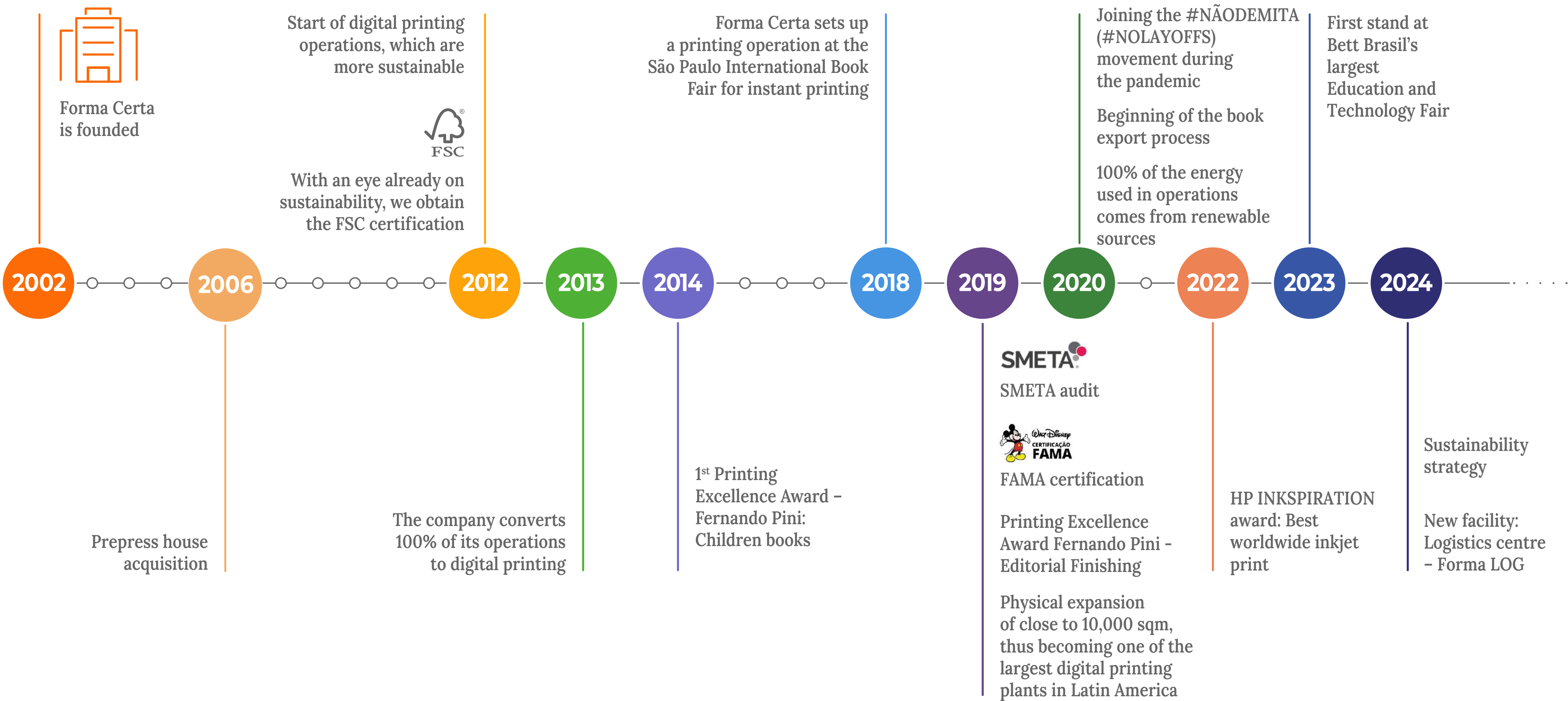


We comply with quality standards set by Disney in terms of ethics, labour safety, product safety, and sustainability.





Timeline



But what is
sustainability after all?





But what is sustainability after all?

Sustainability is the ability that a system or a process has to continue through time, balancing the use of natural resources with their preservation.

It ensures that human needs are being met in an economically viable way, without compromising the future of new generations.

By balancing the use of resources with environmental protection and social welfare, companies not only contribute towards a more prosperous future but also ensure their long-term growth and success. Businesses that adopt responsible, sustainable practices reduce operational costs, minimise risks, and become more resilient in the face of changes in the market and environmental regulations.



The role of businesses in sustainable transformation

Adopting ESG (Environmental, Social, and Governance) practices is a concrete way of applying the concept of sustainability to the day-to-day of companies from the analysis of quantitative indicators. More than a market trend, ESG is crucial to the prosperity of businesses and sustainable development. It reflects the commitment by companies to reduce environmental impact, promote social justice, and adopt transparent, effective governance practices.



47%
of organisations
already
implement ESG



31%
plan to do so

Source: Amcham and Humanizadas
– Pesquisa Panorama ESG Brasil

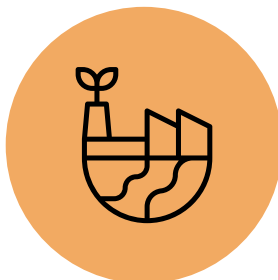
Of the **100 top-revenue companies** in Brazil,



76% disclose
priority SDG to
the market.



86% disclose
their ESG practices
in their reports.



90% disclose
decarbonisation
goals.

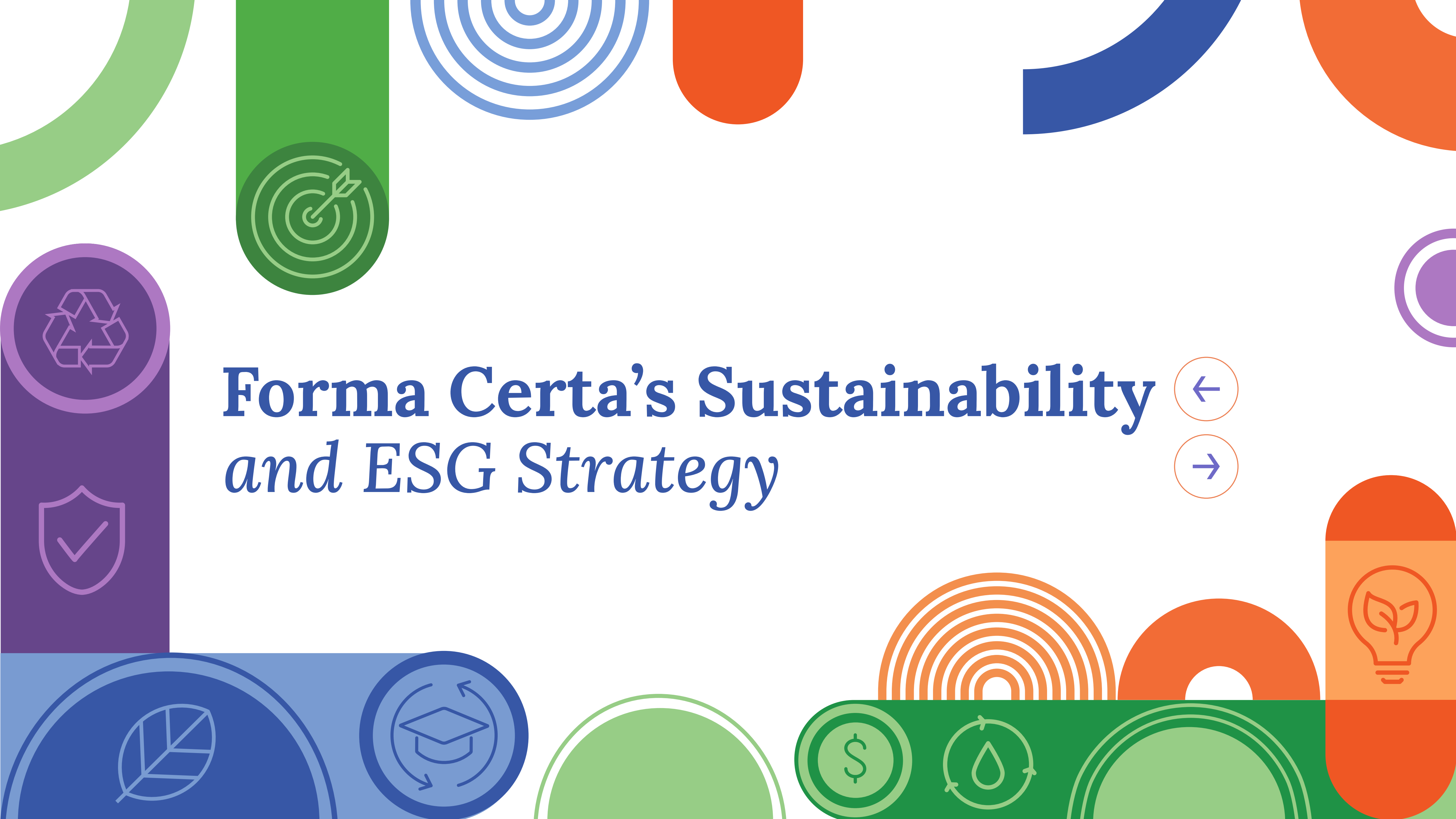
KPMG Survey – Grandes Mudanças, Pequenos Passos: Relatórios de Sustentabilidade

Consumers have been
assessing companies
based on ESG criteria.



64% want to
understand the
environmental impact
of the service or product
they have acquired.

Forma Certa's Sustainability *and ESG Strategy*





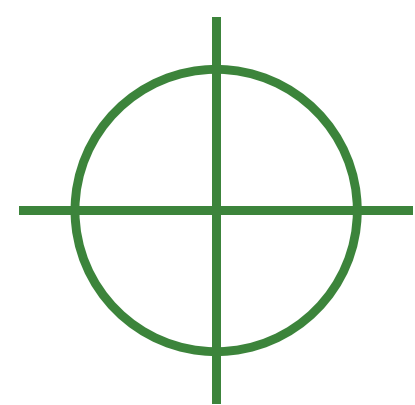
Forma Certa's Sustainability and ESG Strategy

**Printing to
Transform:
this is our
purpose!**

At Forma Certa, we believe that printing goes beyond just paper. For us, printing is transforming lives, businesses, and the future. Our mission is to spread transformation through each page we handle.

Our purpose was defined from the inside out, with our employees immersing to identify our social

vocation. It is what summarises our essence, as revealed through insights, meetings, and group activities with those who create Forma Certa every day. We believe that our purpose is a trait that is imprinted not only in our materials, but especially in our relations with all our stakeholders.





We are signatories of the Global Compact



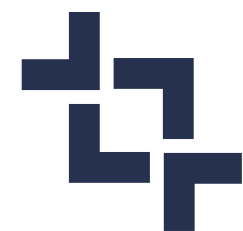
HUMAN RIGHTS



LABOUR



ENVIRONMENT



ANTI-CORRUPTION

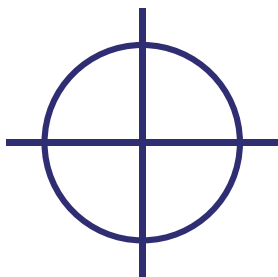


The UN Global Compact brings together companies from around the world to align their operations towards achieving the SDG by adhering to 10 universal principles in the areas of **Human Rights, Labour, Environment and Anti-Corruption.**

With this in mind, we develop actions that contribute to tackling society's challenges.

This is the largest corporate sustainability initiative in the world, with more than 25,000 participants on all continents.

Forma Certa is part of this movement and is committed to promoting the principles throughout its entire production chain.





Priority SDG

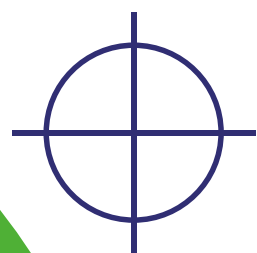
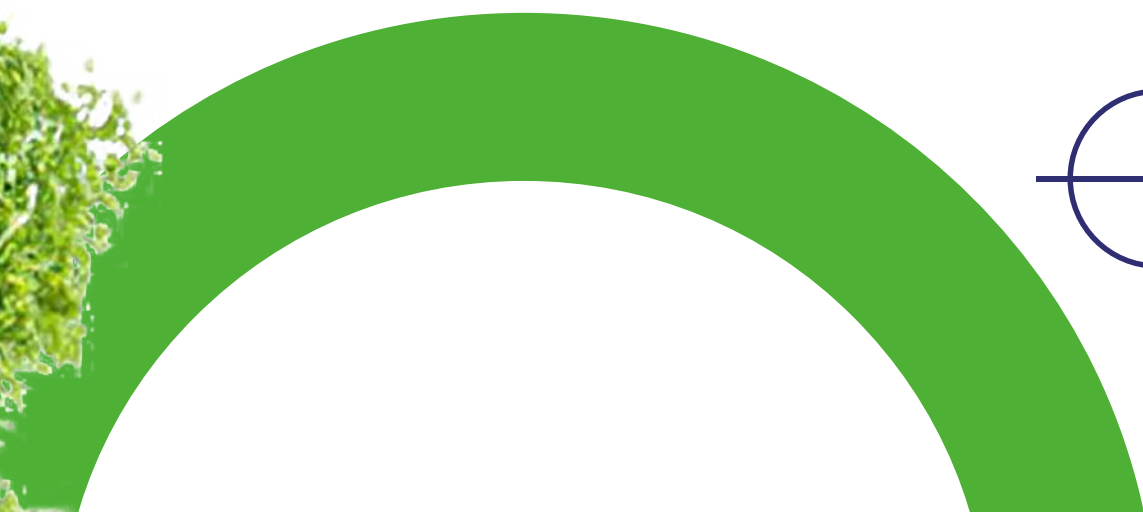
The Sustainable Development Goals are 17 global goals set by the UN that are part of the 2030 Agenda for Sustainable Development. They are a plan of action that sees global collaboration as a solution to current social, economic, and environmental issues.

Through our sustainability strategy, we align sustainable practices with specific SDG, thus directly contributing to achieving each one of them as well as responsible development.

These are the SDG that are most connected to Forma Certa's activities:



The choice of SDG by top leadership was done strategically and in a non-exclusionary way by consulting the sector's materiality that was released by the Sustainability Accounting Standards Board (SASB) and listening to employees. It guides the way the company should direct resources and efforts.





Our priority commitments



Environmental

Achieving carbon neutrality by 2030 by continuing to adopt renewable energy and implementing circular economy practices in our operations.

Material topics

 **GHG EMISSIONS**
Monitoring and training in order to reduce greenhouse gas emissions

 **ENERGY**
Reducing consumption to increase efficiency and preserve resources

 **WASTE MANAGEMENT**
Optimising and improving processes to reduce environmental impact and promote responsible waste management

Social

Encouraging the professional development of our employees and raising awareness amongst our supply chain for ethical and sustainable practices, promoting a diverse, inclusive, and sustainable work environment.

Material topics

 **VALUE CHAIN**
Ensuring the social-environmental responsibility of suppliers and strengthening partnerships

 **PROFESSIONAL DEVELOPMENT**
Training teams to drive business growth and promoting the continued development of employees

Governance

Promoting integrity and trust in our actions, ensuring our clients' data protection and transparency in our commitments.

Material topics

 **TRANSPARENCY IN DECISIONS**
Establishing safe practices to ensure information integrity

 **TRANSPARENCY IN DECISIONS**
Communicating clearly to engage and improve trust

We have defined action goals for each material topic in Forma Certa's sustainability strategy. However, our actions go beyond these material topics; they are detailed throughout this document.





Sustainability Strategy Overview

Social

We want to contribute to the development of our employees and ensure responsible practices among our partners.

Goals



Ensuring that our suppliers comply with our environmental and social policy.



Training employees in the skills that are identified in their individual development plan.

Environmental

We seek practices that reduce emissions, optimize the use of natural resources and promote sustainability.

Goals



Developing the GHG inventory (scopes 1 and 2) by the end of 2024;

Training 100% of employees in GHG emission reduction practices.



Reducing energy consumption by 20% in 2025 compared to 2024.



Implementing a Waste Management Programme and an Environmental Management System.

Governance

We work with ethical principles and a commitment to guaranteeing human rights in all our relationships.

Goals



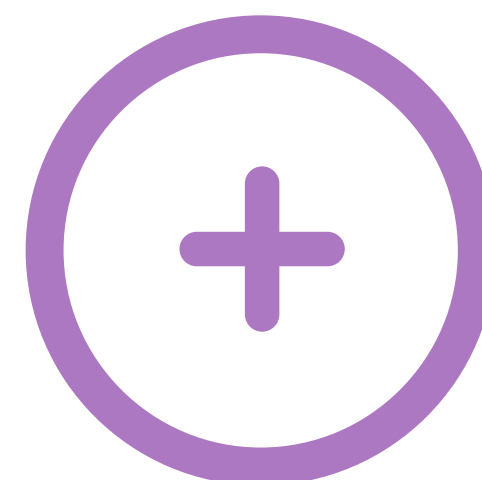
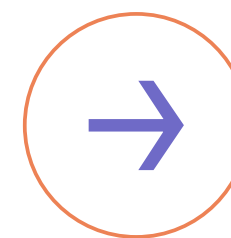
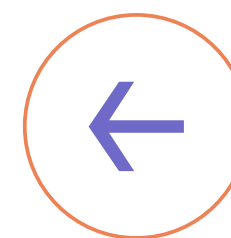
Implementing and maintaining a certified information security management system (ISMS), thus ensuring the protection of client data and transparency in the company's commitments;

Training 100% of the company's employees to follow best practices and safety guidelines.

Structuring a channel to promote Sustainability actions and release the 2024 ESG report to external audiences;

Structuring an internal communications channel that reaches 100% of employees by the end of 2025.

Social *Pillar*



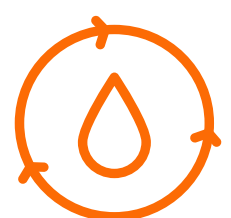
Social Pillar

Professional development and strengthening the value chain are the main objectives of this pillar. We seek to improve the skills of our employees and ensure responsible social-environmental practices amongst our partners.

Value Chain



We produce using high-efficiency, long-lasting equipment with sustainable impact;

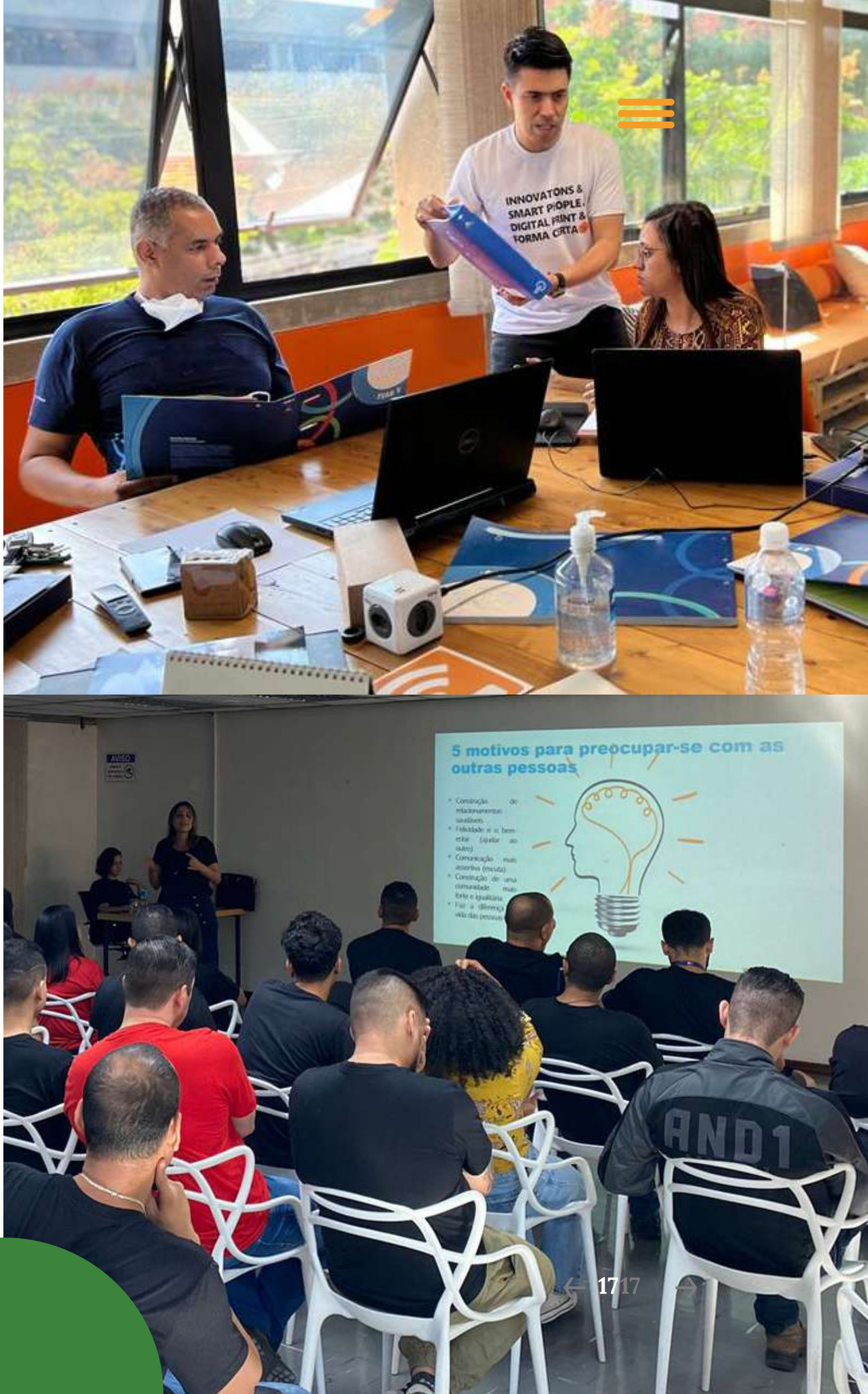


We use more sustainable substrates, such as water-based ink and certified paper from responsible sources.



Goal

Ensuring that our suppliers comply with our environmental and social policy.



Social Pillar

Professional Development

We value each talent and provide the necessary tools for their continuous growth. In 2023, we carried out +10,000 hours of internal training.

Hiring Local Labour

We give preference to hiring locally to foster the local economy and preserve the employee’s quality of life.

In 2023, 95% of hirings were made locally.



Goal

Training employees in the skills that are identified in their individual development plan.



Social Pillar

Safety in the Work Environment

At Forma Certa, the safety of our employees is a priority. We seek to ensure a safe work environment and follow occupational health and safety norms at all our operations. We adopt practices that minimise risks, promoting health and well-being for everyone, and we invest in continued training, including on the correct use of PPE.



Social Pillar

What is CIPA?

CIPA (Comissão Interna de Prevenção de Acidentes, or Internal Committee for Accident Prevention) comprises employees who are elected as representatives and ensure the safety of the work environment. They identify risks, propose improvements, develop an annual training and workshops plan, and are continuously focused on accident prevention and promoting a safe environment.

SIPAT: The Internal Week for Accident Prevention (Semana Interna de Prevenção de Acidentes de Trabalho, or SIPAT) plays a key role in promoting a safe, healthy work environment. Throughout the years, several topics were discussed, such as: Mental Health, Financial Education, and Harassment in the Work Environment.

Fire Brigade

The Fire Brigade consists of employees who are trained to act in emergencies, fighting fire outbreaks and performing safe evacuation. With their regular training, they ensure a quick, effective response to protect everyone's safety.

Social Pillar

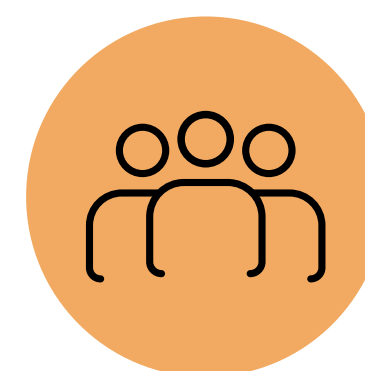
Diversity and Inclusion

A diverse, inclusive team empowers our company and significantly contributes to our innovation and success.

We value the different perspectives and experiences of each employee because we know that inclusion pushes us forward as a business.

We are committed to ensuring equal opportunities regardless of background, gender, ethnicity, or sexual orientation. We create an environment where respect and collaboration are at the root of everything.

Here, diversity is a key part of who we are and what we build together.



234
employees



40% are women **50%** are people of colours

32% of which are in leadership positions

***Data from 2023

Movimento de Visibilidade da Liderança Feminina – Female Leadership Visibility Movement

We organised an internal campaign to highlight and value female leaders from various Forma Certa departments: Production Line, Budget, HR, Finance, and Production Supervision.



Social Pillar

We Value and Develop our Talent

At Forma Certa, we believe that the company's growth is pushed by the development and well-being of our employees. We value talent and offer the necessary tools for their continued growth.



Healthcare

for all employees, ensuring health and safety.

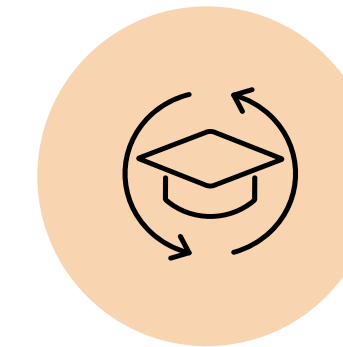


Life insurance,

promoting peace of mind and protection to our employees.

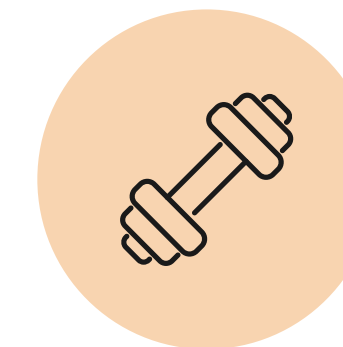


In recent years the hiring rate for young apprentices has been 90%.



Continued education

In 2023, we offered over **10,000 hours of training** focused on safety and specific qualifications for different stakeholders within the company.



Labour gymnastics

Every week we promote the practice of labour gymnastics as part of our work routine, thus helping to prevent injuries and improving the employees' physical and mental well-being.

We are committed to providing a work environment where we recognise and develop the talent who are part of our story, continuously investing in their welfare and growth.

Our Social Impact and Philanthropy Actions

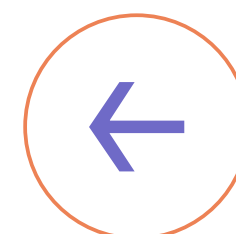
Winter Campaign

We collected warm clothing and non-perishable foods for institutions that aid people in socially vulnerable conditions. The items were donated to Casa Maria Maria, in Carapicuíba (SP), and the CUFA (Central Única das Favelas) headquarters in Barueri (SP).

Promotion of reading

We sponsored print materials for events that promote reading and empower the publishing industry, such as book fairs, together with LIBRE (Liga Brasileira das Editoras, or League of Brazilian Publishers).

Environmental *Pillar*





Environmental Pillar

We are committed to implementing practices that reduce emissions, optimise the use of natural resources, and promote sustainability in all our operations.

GHG Emissions

We use printers designed to reduce carbon emissions, minimize waste and promote circular economy.

Energy Efficiency

We are part of the Free Energy Market since 2019.

100% of the energy we use in our operations comes from renewable sources.



Goals

Developing the GHG inventory (scopes 1 and 2) by the end of 2024;

Training 100% of employees in GHG emission reduction practices.



Goal

Reducing energy consumption by 20% in 2025 compared to 2024.



Environmental Pillar

Low environmental impact printing

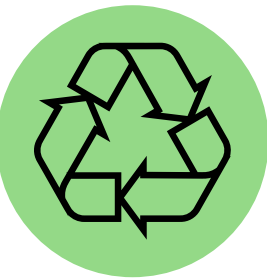
Each printed page carries our responsibility towards the planet, proving that it is possible to produce with excellence while at the same time preserving the environment.

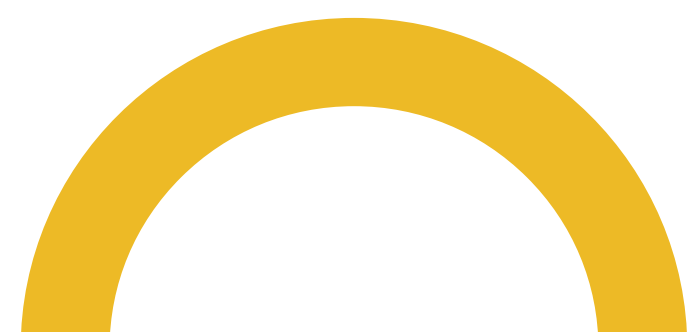
✓ Our **industrial digital printing** system allows clients to print sustainably, with less waste, and in quantities that are aligned with their real needs, thus preventing surplus and the obsolescence and disposal of their products.

✓ We only use paper from responsibly managed forests.

✓ The HP PageWide inks used to print on paper rolls are water-based and have no reactive chemicals.

✓ The **HP Indigo Electrolnk**, which is certified by Intertek Green Leaf Mark, a globally renowned seal, ensures **compliance with the highest environmental standards**; it does not contain heavy metals such as lead, cadmium, mercury, or hexavalent chromium.

 These materials not only reduce the environmental impact but also promote a safer work environment for employees.





Environmental Pillar

Waste Management

Our industrial digital printing system generates significantly less waste since, unlike traditional printing processes, it does not require setups for each new job.

Some examples of our practices:



Non-faulty wood pallets are reused internally. When faulty, they are sent to reverse logistics and come back ready to be used again.



Our on-demand printing model eliminates surplus production, thus preventing waste.



Paper scraps are entirely sent to be recycled and transformed into products such as paper towels and paper packaging, among other items, thus promoting the responsible reuse of materials.



All waste generated by industrial digital printing consumables, such as ink cartridges and printheads, among other supplies, is collected by HP's reverse logistics programme. These materials are recycled and/or reused by the manufacturer itself.

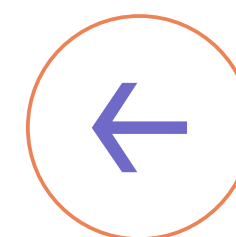


Goal

Implementing a Waste Management Programme and an Environmental Management System.



Governance *Pillar*





Governance Pillar

Our governance is guided by ethical principles and the commitment to protecting human rights in each one of our relationships.



Code of Conduct

Our Code of Conduct was designed to be a benchmark for our actions, and to ensure ethical, responsible attitudes in our business. The document highlights the trust we have in our employees, partners, and suppliers to make the right decisions in the face of ethical dilemmas. **It offers guidelines for the right conduct, such as:**



Guaranteeing decent work conditions



Respecting current labour laws



Not condoning forced and child labour





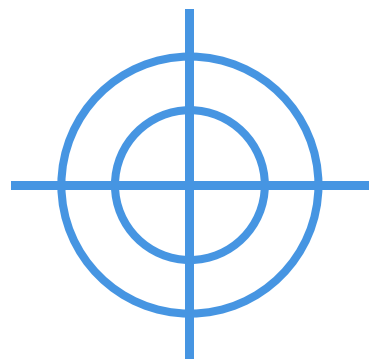
Our Essential Commitments

We follow an excellence standard that is guided by ethics, respect for human rights, and environmental responsibility in all our operations.

-  **Stringency in labour legislation compliance**
We rigorously comply with existing labour laws (CLT, or Consolidation of Labour Laws) and the best international practices, and we follow the International Labour Organisation (ILO)’s conventions.
-  **Child Labour**
We strictly follow Brazilian laws, prohibit child labour, and respect the Young Apprentice Law.

-  **Freedom of association**
We respect and encourage the freedom of association and ensure the right to collective bargaining for all our employees.
-  **Fight Against Modern-Day Forced Labour**
We condemn all forms of modern-day forced labour, and we follow the norms of the CLT and ILO.
-  **Non-Discrimination Policy**
We promote an inclusive environment, free of race, gender, sexual orientation, age, religion, or any other kind of discrimination.

-  **Harassment and Violence**
We ensure a safe environment, free of harassment and abuse, and we have an anonymous, independent whistleblower channel.
-  **Environmental Policy**
We respect environmental laws, recycle 100% of the paper we use, and reduce the environmental impact of our operations.
-  **Anticorruption Policy**
We are committed to ethical practices and we offer an anonymous whistleblower channel for reports on corruption or unethical conduct.





Governance Pillar

Whistleblower Channel

We prioritise ethics and transparency in all our operations. Our whistleblower channel is safe, confidential, and anonymous, which allows employees, partners, and clients to report any kind of inadequate behaviour or conduct. It is managed by an outsourced company, which ensures the process is impartial and done with integrity. Forma Certa's Canal Aberto (Open Channel) is available 24/7 for enquiries, suggestions or reports.

Data Security

We continually seek safe practices to guarantee the integrity of internal information and that of our customers, in compliance with the Brazilian Data Protection Law.



Goals

- Implementing and maintaining a certified information security management system (ISMS), thus ensuring the protection of client data and transparency in the company's commitments;
- Training 100% of the company's employees to follow good data security practices.

Decision Transparency

We prioritize ethics and transparency in all operations; We provide a secure, confidential, third-party managed reporting channel, ensuring anonymity.



Goals

- Structuring a channel to promote sustainability actions and release the 2024 ESG report to external audiences;
- Structuring an internal communications channel that reaches 100% of employees by the end of 2025.



Where are we going?

We are committed to improving the integration of sustainable practices into our processes, products, and decisions, guided by the vision of building a more balanced and prosperous future for us and future generations. We will remain steady in our purpose of **PRINTING TO TRANSFORM**, with innovation and responsibility, reaffirming our commitment to sustainable development.

**The transformation towards
a more sustainable future has
already started at FORMA CERTA!**

*Let's drive the transformation we
want to see in the world, together.*





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