

INSTITUTO BRASILEIRO DE ESTUDOS E APOIO COMUNITÁRIO QUEIRÓZ FILHO
[QUEIRÓZ FILHO BRAZILIAN INSTITUTE OF STUDIES AND COMMUNITY SUPPORT]

**STATUTES REGARDING
NAME, REGISTERED OFFICE AND PURPOSES**

Article 1 – The Instituto Brasileiro de Estudos e Apoio Comunitário Queiróz Filho, IBEAC, is a non-profit, non-economic Private Association under Public Law, established on June 11, 1981, for an indefinite period, with registered office in the City of São Paulo, State of São Paulo, Brazil, at Avenida Doutor Arnaldo, 2083, Sumaré.

Article 2 – The objectives of the IBEAC are oriented toward the promotion of activities and purposes of public and social relevance, and aim to:

- I – Contribute to the development and improvement of the democratic process in Brazil;
- II – Propose and implement studies, research and training to learn about and contribute to the transformation of Brazilian society;
- III – Stimulate experiences based on the principle of participation in civil society;
- IV – Conduct actions that promote human rights, including the rights to education, health, social assistance, environment, culture, sport, sustainable development, social and community-based tourism and quality of life;
- V – Encourage and support the formation of centers, groups, movements and community activities;
- VI – Contribute to the political development of citizens, disseminating values of democracy, social rights, education for peace and non-violence, solidarity between peoples, respect for ethnic/racial, gender, sexual, cultural, environmental and religious diversity.
- VII – Promote and produce publications of social interest in the form of books, magazines, newspapers, films, videos and other means of communication.

Sole Paragraph – In conducting its activities, the IBEAC shall observe the principles of legality, impartiality, morality, public-spiritedness, economy and efficiency, and shall not discriminate in any way by origin, race, color, age, or any other form of discrimination, providing services permanently and free of charge.

ASSOCIATES

Article 3 – The membership of the association comprises citizens of 18 years of age or older, who freely choose to organize themselves for non-economic purposes that will contribute to the common pursuit of the goals of the Association. There is no limit to the number of associates, and they are categorized as full or honorary associates.

- I – Full associates are those who signed the founding document and those admitted by proposal of the Executive Board, approved by the General Assembly, and actively participate in the activities of the IBEAC;
- II – Honorary associates are those who are admitted as such by proposal of the Executive Board, approved by the General Assembly;

Sole Paragraph – Associates shall not be liable for the obligations of the association, even in a subsidiary manner.

Article 4 – Rights of associates:

- I – To participate in the General Assembly;
- II – To vote for and be voted into elected positions;
- III – To convene an Extraordinary General Assembly with a proportion of one fifth (1/5) of the membership;
- IV – To leave the association at any time by request to the President;

Article 5 – Duties of associates:

- I – To participate in the activities of the association;
- II – To comply with statutory and regulatory provisions;
- III – To abide by the resolutions of the General Assembly and the deliberations of the Executive Board;

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CAMILA MOREIRA MARQUES
OAB [Order of Attorneys of Brazil] / SP 156,372

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CLÁUDIO HORTÊNCIO COSTA
PRESIDENT – IBEAC

- IV – To pay membership fees punctually;
- V – To attend General Assemblies convened by the Executive Board.

Article 6 – Removal of an associate:

Removal of membership shall be determined by the Executive Board being permissible only with just cause, recognized as such in disciplinary procedure, in which the right of a comprehensive defense shall be ensured, when there is proof of the occurrence of:

- I – Violation of the Association's statute;
- II – Defamation of the Association, or of its members or associates;
- III – Activities contrary to the decisions of general assemblies;
- IV – Deviation from good conduct;
- V – Questionable conduct through the practice of unlawful or immoral acts;
- VI – Lack of payment, on the part of "Paying Associates", of three consecutive installments of membership fees.

Paragraph One – If just cause is determined, the associate will be duly notified of the facts attributed to him/her by extrajudicial notification so that he/she can present his/her advance defense within 20 (twenty) days from the receipt of the communication;

Paragraph Two – After the expiry of the period described in the previous paragraph, irrespective of whether a defense has been submitted, the matter shall be decided by a simple-majority vote of the directors present at an extraordinary meeting of the Executive Board;

Paragraph Three – If the penalty of exclusion is applied, the excluded associate shall be entitled to appeal to the General Assembly, which, within 30 (thirty) days of the decision of his/her exclusion, shall issue an extrajudicial notification expressing the intention to consider the decision of the Executive Board as an object for the deliberation and final judgment of the General Assembly.

Paragraph Four – Once excluded, for whatever motive, the associate shall have no right to claim indemnification or compensation of any nature or for whatever reason;

Paragraph Five – An associate excluded for lack of payment may be readmitted upon the payment of his/her debt to the treasury of the Association.

ADMINISTRATION

Article 7 – The following are the administrative bodies of the IBEAC:

- The General Assembly
- The Executive Board
- The Supervisory Board

Article 8 – The General Assembly, the sovereign body in terms of the intent of the Association, is constituted by associates who have fulfilled their duties to the Association and has the following powers:

- I – To elect and dismiss the Executive Board;
- II – To modify the present statutes;
- III – To rule on transformations or the winding up of the IBEAC and the fate of its assets;
- IV – To approve the Rules of Procedure drawn up by the Executive Board;
- V – To judge the financial statement, report and annual program submitted by the Executive Board;
- VI – Approve, upon proposal of the Executive Board, the admission of new associates;
- VII – To examine any acts of the Executive Board;
- VIII – To fill occasional vacancies on the Executive Board.

Article 9 – The General Assembly shall meet ordinarily on a date set by the Executive Board during the first quarter of each year, and extraordinarily whenever convened by the Executive Board or 1/5 (one fifth) of the associates.

- I – The General Assembly shall be convened by notice of convocation posted at the IBEAC registered office with minimum advance notice of ten days.
- II – General Assembly shall be convened on first convocation if a simple majority of associates is present, and on second convocation, thirty minutes later, with any number.
- III – Decisions of the General Assembly shall be taken by simple majority vote of those present.

Sole Paragraph – For deliberations concerning the dismissal of directors, changes to the statute, which may be reformulated in whole or in part, including in relation to administration, or the transformation, winding up and fate of the assets of the IBEAC, a convening of an Extraordinary General Assembly specifically for such purposes shall be required; the approval of such matters shall require the agreement of two thirds (2/3) of those present at the Assembly.

Article 10 – The Executive Board consists of 3 members elected to the offices of President, Technical Director, and Administrative-Financial Director.

- I – The Executive Board has a mandate of two years and may be re-elected to the same office. In cases of vacancies, new members will be elected to complete the two-year period;
- II – The Directors act entirely free of charge.

Article 11 – It is incumbent upon the Executive Board, by the decision of at least two of its members:

- I – To promote activities designed to achieve the objectives of the IBEAC;
- II – To approve the appointment and dismissal of personnel;
- III – To create study commissions;
- IV – To create regional centers or offices outside the capital of São Paulo or in other States;
- V – To establish partnerships and exchanges with related entities;
- VI – To propose the admission of new associates to the General Assembly;
- VII – To establish annually the group of associates who have fulfilled their duties to the Association;
- VIII – To set the associates' fee;
- IX – To propose the modification of the Statutes to the General Assembly;
- X – To draw up the Rules of Procedure, as well as the budget, financial statement, report and annual program, to be submitted to the General Assembly;
- XI – To approve the acquisition of goods and services proposed by the Administrative-Financial Director that exceed the limit established by the Executive Board.

Article 12 – It is incumbent upon the President:

- I – To represent the IBEAC, actively and passively, judicially or extrajudicially;
- II – To coordinate association activities and enforce the Statutes, Rules of Procedure, and the rulings of the General Assembly and Board of Directors;
- III – To appoint, together with another member of the Executive Board, attorneys to represent the IBEAC, including judicially;
- IV – To appoint attorneys, whose mandate must specify the powers granted and have specific period of validity for the handling of bank accounts by means of a debit card.
- V – To sign, together with the Administrative-Financial Director and/or the Technical Director, contracts that define obligations of the IBEAC and any orders for the handling of funds, including checks or listings of deposits and any kind of securities, security deposits, payment orders, budgetary forecasts, financial statements, balance sheets and financial reports.

Article 13 – It is incumbent upon the Administrative-Financial Director:

- I – To undertake the administrative and financial management of the IBEAC;
- II – To manage, in conjunction with the President, the funds of the Association;
- III – To approve the acquisition of goods and services within the limit established by the Executive Board;
- IV – To propose, to the Executive Board, the acquisition of goods or services that exceed the limit mentioned in item III;
- V – To monitor the balance sheets and the annual financial statement at the end of the fiscal year, which starts on January 1 and ends on December 31;

Article 14 – It is incumbent upon the Technical Director to organize and direct studies, courses, seminars and other works of the IBEAC and, when required, to manage the Association funds together with the President.

Sole Paragraph – It is incumbent upon the Technical Director to substitute the President when the latter is absent or unavailable.

Article 15 – The Supervisory Board is constituted by 5 members, elected by the General Assembly, whose mandates coincide with that of the Executive Board.

Sole Paragraph – It is incumbent upon the Supervisory Board to issue an opinion on the accounts for the consideration of the Assembly and to issue opinions on the reports of the financial and accounting

performance and transactions involving assets as well as, when requested, to collaborate with the Executive Board in the definition and execution of the activities of the IBEAC.

RENDERING OF ACCOUNTS

- Article 16** – The rendering of the IBEAC’s accounts shall meet at least the following requirements:
- I – Compliance with the fundamental principles of accounting and Brazilian Accounting Standards;
 - II – Publishing, by any effective means, at the end of the fiscal year, the activity report and the financial statements of the organization, including the certification of the absence of debts with the Social Security and with the Guarantee Fund for Time Served (Fundo de Garantia do Tempo de Serviço, FGTS), placing them at the disposal for examination by any citizen.

ASSETS

- Article 17** – The assets shall consist of the following:
- I – Grants, donations and fees paid;
 - II – Goods and rights that the Association possesses or acquires in the course of its activities.
 - III – Income obtained with any income-generating activities;
- Article 18** – The Association shall apply its revenue, income, earnings and any operating profit entirely within Brazil and for the upkeep and development of its institutional objectives;
- Article 19** – The Association shall apply the grants and donations received for the purposes to which they are linked;
- Article 20** – The Association shall not distribute profits, dividends, bonuses, shares or parts of its assets in any form.
- Article 21** – The directors, officers, partners, settlors, benefactors or equivalent shall not receive remuneration, advantages or benefits, directly or indirectly, in any or for whatever reason, for the powers, functions or activities assigned to them by the respective acts of incorporation.
- Article 22** – In its acts of incorporation, for the cases of dissolution or winding up of the Association, the Association shall direct any remaining assets to an organization of identical nature that is registered with the National Council for Social Aid [Conselho Nacional de Assistência Social, CNAS] and which meets the requirements of Law 13.019/14, or to a public entity.
- Article 23** – The Association does not constitute the assets of an individual or company and/or association that is not charitable to social aid;

GENERAL PROVISIONS

- Article 24** – The fiscal year shall comprise the period from January 01 to December 31 of each year.
- Article 25** – Cases omitted in this statute shall be resolved by the Executive Board and approved by the General Assembly.

[Signature]
CAMILA MOREIRA MARQUES
OAB/SP 156.372

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PRESIDENT – IBEAC