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Everything we do involves trust.
www.helptech.ind.br

HELPTECH ETHIC CODE



Version 1.0 - 05/2015

Helptech founders message.

The Code of Ethics and Conduct of Helptech Group is a reference. Formal and institutional, should guide the professional conduct, inside and outside the company, of all employees and serves as reference for the decisions we make, from the most mundane to the more strategic, applying to everyone, without hierarchical level of distinction.

The application of this Code is essential to strengthen our business. We expect all employees to read this document, understand the importance of your content and apply it in their professional activities. So we will be honoring the history of our company and strengthening the values that guide our behavior before our stakeholders.

The topics covered were prioritized to make up the code, but they certainly do not cover all situations. Therefore, this document will be reviewed periodically, and, if necessary, will be changed.

Remember that each of us is responsible for the perpetuation of Helptech Group, mainly through attitudes and examples, which are worth a thousand words.

Eduardo Cerasomma Junior

Hildebrando Xavier de Sousa

Policy and Practice

Respect. Commitment. Achievement. Values.

Respect for integrating our environment and with whom we interact is essential in any situation. Commitment means wear the shirt and face the Company's objectives as their own. Realization is to be satisfied with the work, with the company, to perform, undertake, and with positive attitude.

Our commitment is to defend what we believe, with special emphasis on the Company's values, which are the guiding principles of our work:

Respect for human beings;

Respect for diversity;

Ethics and transparency in relations;

Strong relationships with customers and suppliers;

Environmental protection;

Sustainable development.

RELASHIONSHIPS

The principles and practices that guide our relationships with different public express our commitment to the highest standards of conduct, treating everyone with dignity, respect, honesty and transparency.

Employees Relationship

Respect for integrating our environment and with whom we interact is essential in any situation. Accept, respect and treat everyone as equals is a fundamental condition for the realization of our objectives.

The Helptech Group considers the exercise of transparency in relations with its employees key issue for the construction of an environment of mutual trust and responsibility at all levels. Keep the team updated - through the internal communication channels - is the role of leaders who should be an example of behavior by exercising a management that is based on encouragement, motivation and recognition of employees.

In relation to its employees, Helptech Group has adopted the following practices:

- understands that all employees are responsible and are committed to know and respect the laws and rules in force and applicable to its activities as well as the internal procedures of the Company
- does not admit any conduct that may create a hostile work environment, intimidating or offensive. We want the working environment in the Company Group is free from any kind of abuse or harassment, whether moral, sexual

or discriminatory, including when decisions regarding the employment contract involving admission, dismissal, promotion, transparency, education, experience, skills, performance, values and leadership.

- Moral Harassment - is the exposure of employees to humiliating and embarrassing, repetitive and prolonged during the workday and in the exercise of their functions.

- Sexual harassment - use the position's authority in order to obtain sexual favors from a person subordinate or lower level in the hierarchy.

- Discrimination - focus on people of a certain race or gender over another, not allowing equal opportunities to all employees. Making derogatory jokes in relation to skin color, disability, sexual orientation, religious orientation or other source.

- It is part of the human resources policy of the Company to hire apprentices, trainees and people with special needs.

- gifts and entertainment are courtesies that help foster relations with our trading partners. Employees of Helptech Group and their families should not give or accept inappropriate gifts or favors that compromise their business relations or generate the person who receives a feeling or duty to do something in return.

- Suitable gifts are those of moderate values, usually containing logos, like agendas, calendars, pens, etc. Every time the gift is considered not appropriate, that could have an influence on professional decisions, the employee should report to the supervisor.
- Helptech Group respects the right of its employees to participate in political activities, community, associations and other not directly related to the work; however, should be practiced only on a personal level and without the work uniform. Working hours, as well as the resources of the Company, should not be used for this purpose, nor involve the name, trademark or any other property owned by the Helptech Group.
- does not allow consumption of alcoholic beverages, narcotics or illegal drugs on its premises, as well as being under the influence of these during the workday.
- do not admit that the employees and service providers to use work situations to request or obtain physical or financial resources of personal or private interest, such as the marketing of products, raffles, lists or chains of any kind.

Customers Relationship

Satisfied customers are the reason for the Group's existence

and have their preference is the goal of all of us. So basic principle is to serve the customer, with an emphasis on quality, productivity and innovation, social responsibility, community and environment, and with full respect for laws and regulations.

Customers must be met with courtesy and efficiency, and offered them clear and accurate information; They should always get answers, even if negative, to their requests, appropriately and in the expected time.

Expenses with customers related to meals, transportation, accommodation and entertainment are acceptable only when justified for reasons of work or normal business courtesy, incurred within reasonable limits and do not result embarrassment or need for retribution.

Suppliers Relationship

For Helptech Group, suppliers are strategic partners.

The selection and contracting of suppliers should always be based on quality, reliability, at competitive prices, technical and ethical criteria, and in meeting deadlines, subject to the company's needs. Must be conducted through an objective and predetermined process, such as competition or price quote, to ensure the most cost-effective.

The company does not allow employees to negotiate with suppliers in exchange for personal advantage or for the benefit of someone other than the Helptech Group.

Competitors Relationship

The competitiveness of the products manufactured and / or marketed by Helptech Group should be exercised based on free and fair competition.

The company does not accept that statements are made - verbal or written - that could affect the image of competitors or contribute to spreading of rumors about them, they deserve the same dignified and respectful treatment we expect to receive.

It is forbidden to provide strategic information, confidential or in any other way harmful to the Group's business to any third party, including, but not limited to competitors.

It is prohibited for any employee to keep understandings with competitor (s) of the Group companies, aimed at fixing prices and conditions of sale; adopt or influence the adoption of business conduct uniform or pre-agreed; divide markets, and to condition the sale of a product to another.

Community Relationship

The Helptech Group believes that its contribution to the

preservation and sustainability of the communities where it operates not only brings benefits to the public reached, as it helps to promote a climate of cooperation and mutual support among employees.

All employees and service providers must act with responsibility and in accordance with ethical principles in the defense of the image and reputation of the Group, provided they are participating in activities in the community.

The Helptech Group does not accept, under any circumstances, the exploitation of child and slave labor, reserving the right not to contract services or have business relationships with organizations, entities and institutions to adopt this practice.

Public Agencies and Governments Relationship

Corruption harms society in various ways, causing damage in the political, economic and social. The Group Helptech maintains the highest level of integrity in dealing with government officials and promotes compliance with all laws and applicable to your business and contracts and agreements made with the government.

Corruption practice is strictly forbidden by Helptech Group, either directly or indirectly, through promise, authorization or offer, on behalf of any Group Company of any value to agents or government officials, political party or any

candidate for political office. This prohibition applies to payments and direct and indirect benefits, in order to prevent bribes, kickbacks or any other type of advantage.

Representatives of government agencies, duly identified, should receive professional and exempt treatment, making it available to them, whenever requested information, data and records relevant and required by law.

Participation in campaigns or political and party activities and contributions to government officials, political parties or candidates, will only be carried out in accordance and under the conditions defined by law, since formally authorized by the Board.

Press Relationship

Only the partners, directors or employees specifically authorized by the Boards may offer or disclose information to the media and other presses

Information and Assets

Theft and minuses of goods.

All employees and contractors are responsible for the use, maintenance and protection of the heritage of Helptech Group. Leaders are

responsible for communicating to its employees the policies and procedures necessary for proper prevention of physical and material resources of the Company.

No employee or service provider can take ownership of assets or resources of Helptech Group nor use them for their own benefit. Removing or unauthorized use of material and physical or equipment owned by the Company is considered illegal act and punishable by law enforcement.

Information use and registration

The documents (contracts, financial and accounting records of any kind reports, projects, market research, business and marketing plans, information management programs, inventions, conversations and digital data, etc.) Are owned by Helptech Group and they can not be used without the purpose of work or be disclosed, unless duly authorized for publication. This requirement should be retained even after the termination of the employment relationship.

To protect confidential information to employees and service providers must:

- not discuss business in public;
- use passwords to access files;
- not sharing passwords to access systems and e-mails (SIGGI, Intranet);
- save documents in locked files;
- destroy documents before discarding them.

Confidential information is that which can adversely affect the Company if improperly disclosed, such as prices, investment plans and expansion, outcomes, personal information of employees, policies and business management practices, major projects such as acquisitions, new patent and trademark, business information with which we do business, production data, among others.

Scholarly works that focus on the Company's activities, provided they do not relate to matters and strategic information should be authorized by management.

Use of electronic communication method

Resources and electronic communications equipment are assets of Helptech Group, and must be exclusively used for business purposes within the legal requirements. The Company reserves the right to control and monitor the Internet access of all equipment interconnected to its information technology system.

Passwords are personal and not transferable. So it is also personal and non-transferable responsibility for its use by the access, authorizations and approvals performed through their use. The password matches the confidence granted by the company to its leaders and employees, and thus be, their proper use demonstrates a behavior aligned with this code.

It is forbidden to transfer or access to inappropriate content. Examples are: pornography, activities against public property or third parties, discrimination, terrorism, selling products not related to the business, current, partisan political advertising, games, etc.

CONFLICT OF INTEREST

A potential conflict of interest arises when an employee engages, directly or indirectly, in situations that might influence their professional decisions, or that results or may result in some personal gain, directly or indirectly, for yourself, for your family members or friends.

Employees must ensure that their actions do not conflict with the interests of Helptech Group, or cause damage to its image and reputation.

Examples of conflicts of interest:

- hire a Company supplier for personal purposes, and this particular relationship prevents you from taking impartial decisions as a professional;
- having another job that affects their performance in Helptech Group or imply a use of Company resources.
- practice outside activities that involve information

or knowledge of Helptech Group that should not be revealed.

- you or a family member has a personal financial investment with a customer, supplier, competitor or another related company and its position in Helptech Group allows you favor, and thus influence the performance of these companies.

ENVIRONMENT

The commitment Helptech Group, with regard to the environment, is to meet the legal requirements as well as promote sustainable development. This is not a commitment of the Company only, so employees should conduct their operations, their projects and their services in accordance with applicable regulations:

- use natural resources responsibly without harm to the environment;
- store and dispose of waste in accordance with sanitary norms and regulations;
- using materials and raw materials and manufacturing processes aiming at the lowest possible negative impact on the environment;
- encourage recycling of materials;
- report to managers suspected of any wrongdoing in this area.

WORK SAFETY AND HEALTH

Each employee is responsible in your work unit, the collective protection. All laws and regulations relating to security installations and the work must be strictly obeyed. This also applies to the guidelines and internal procedures.

Each supervisor has the obligation to collect, monitor and support this responsibility to its employees. Where no specific health and safety standards, decisions are the responsibility of each, and should be taken in conjunction with the supervisor.

ADMINISTRATION AND ENFORCEMENT OF THE CODE

The Code must be respected by all employees and service providers and any violation will result in appropriate disciplinary action. Only the Ethics Board may authorize any exemption or responsibility present in it. It is very important that you not only know the Code of Ethics and Conduct, but put into practice all its purposes, principles and values and collaborate so that their colleagues do the same. We encourage you to spread these principles, and this Code this can be replicated and adapted to other, non-commercial rights.

CODE COMPLIANCE

The Code applies directly to all employees and service providers and reflects the values and culture of HelpTech Group. The compliance shows the commitment of professionalism and transparency in all work activities.

CODE VIOLATION

It is the responsibility of each employee knowledge of policies and practices expressed in this document. Failure to follow the Code determines the adoption of any disciplinary action appropriate in the circumstances, which may include termination of the employment relationship, subject to the appropriate legal responsibilities.

Importantly, in addition to the Code, the offense of

laws by a single employee can damage the Company's reputation and also cause serious damage, social and financial.

All employees have a duty to immediately report any violation of the Code. Information regarding possible ethical violations or illegal activities will be received and treated confidentially, not admitting retaliation of any kind.

DOUBTS

In cases of doubt, the employee or service provider should contact their immediate supervisor. If still persists a doubt, should seek the Ethics Committee.

ETHICS COMMITTEE

The HelpTech Group's Ethics Committee consists of some leaders and boards. This group of people and the leaders of each sector are the ears of our Company.

You must notify your leader or directly to the Ethics Committee by e-mail etica@helptech.ind.br, situations or events that are configured as violations of the Code of Ethics and Conduct HelpTech Group.

Messages must be identifies to avoid gossip and intrigue, noting that no employee to report facts to the Committee and to his superiors will be reprimanded and have their identification kept confidential.

Declaration of Science and Code of Ethics and Conduct Acceptance Helptech Group

Name _____

Registration _____

Cost Center _____

Declare for appropriate action have received a copy of the Code of Ethics and Conduct Helptech group of my superior, I read and agree with its principles, values and standards, undertaking to fulfill them during the term and after termination of my employment contract, in what is applicable.

_____, ____/____/____

Signature