



DATA PROTECTION POLICY (LGPD / GDPR)

Objective

To ensure the protection, privacy, and proper processing of personal data handled by Amiggo, ensuring compliance with the LGPD, the GDPR, and other applicable laws and regulations.

Scope

This policy applies to employees, partners, service providers, business partners, suppliers, and third parties who process personal data on behalf of Amiggo.

Guidelines

- Process personal data only for legitimate purposes.
- Ensure transparency in data processing.
- Protect personal data against unauthorized access.
- Respect the rights of data subjects.
- Share personal data only when supported by a valid legal basis.
- Report data protection incidents immediately.

Roles and Responsibilities

Employees: Responsible use of personal data.

IT/Security: Implement security controls.

Legal/Data Protection Officer (DPO): Ensure compliance with applicable regulations.

Management: Provide resources and approve data protection guidelines.

Validity

This policy shall be reviewed annually or whenever significant legal or technological changes occur.

Publication Date: July 29, 2026

Last Updated: July 29, 2026



CODE OF CONDUCT AND ETHICS

Objective

To establish ethical principles and standards of conduct for everyone representing Amiggo.

Scope

This Code applies to employees, directors, partners, consultants, suppliers, business partners, and third parties.

Guidelines

- Act with integrity and transparency.
- Comply with applicable laws and internal policies.
- Reject all forms of discrimination, harassment, fraud, and corruption.
- Avoid conflicts of interest.
- Protect confidential information.

Roles and Responsibilities

Employees: Comply with this Code.

Leadership: Lead by example.

Legal/Compliance: Provide guidance and investigate potential violations.

Management: Approve and ensure the implementation of this Code.

Validity

This Code shall be reviewed at least every two years.

Publication Date: July 29, 2026

Last Updated: July 29, 2026



INFORMATION SECURITY POLICY

Objective

To ensure the confidentiality, integrity, and availability of the information processed by Amiggo.

Scope

This policy applies to all individuals who use or have access to the company's information assets.

Guidelines

- Use company resources only for authorized purposes.
- Maintain the confidentiality of information.
- Protect passwords and devices.
- Follow established security procedures.
- Do not share access credentials without authorization.
- Report security incidents immediately.

Roles and Responsibilities

Users: Follow information security best practices.

IT Department: Implement security controls.

Legal/Compliance: Support regulatory compliance.

Management: Ensure governance and provide the necessary resources.

Validity

This policy shall be reviewed annually or whenever significant legal, regulatory, or technological changes occur.

Publication Date: July 29, 2026

Last Updated: July 29, 2026