



Wilson, Sons

GFT Guide

Management of Third Parties

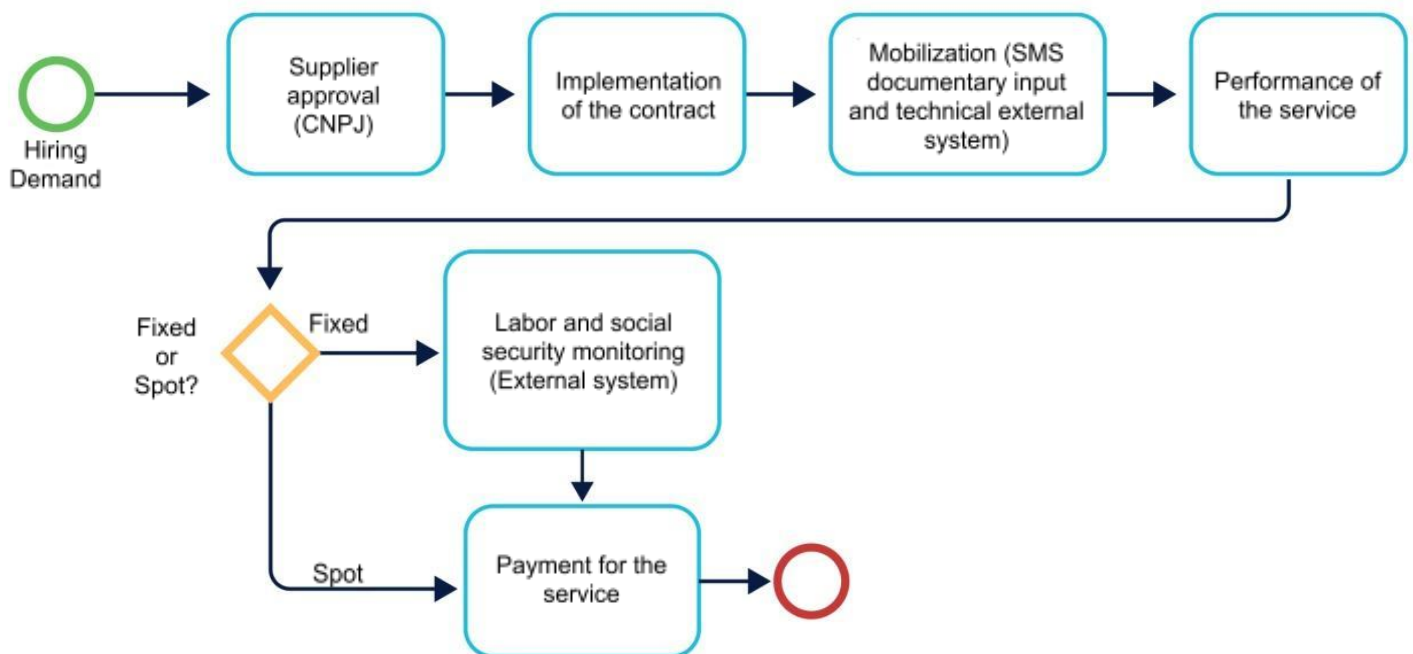


1. Purpose

Provide guidance on the third-party management process regarding the criteria required for service provision **within the Wilson Sons premises** in order to mitigate safety and labor risks.

2. General flow

Hiring and monitoring Management of people and third parties



3. MANAGEMENT OF THIRD PARTIES

All suppliers who are going to perform service **within our premises** must present the mandatory documents, defined by the organization, of the employees who will work at Wilson Sons.

This process is carried out for the businesses below:

Tugs, Logistics, Support Bases (Brasco), Shipyard and Corporate Headquarters, Tecon Salvador and Tecon Rio Grande

For activities that last up to 45 days, we classify the service as a SPOT service; and for longer periods, we classify the service as a FIXED service.

SPOT - only documents relating to training, capacity building, employment relationship, PPE record will be required;

FIXED - In addition to the documents requested for SPOT + labor and social security documentation, on a monthly basis;

3.1 - MOBILIZATION OF THIRD PARTIES (CPF)

Regardless of the profile, FIXED or SPOT, some basic documentation is required for employees to access Wilson Sons facilities, certifying that they are qualified, trained and competent to perform the service.

[Click here](#) for documentation details.

Important: only employees with regular documentation status on Wilson Sons' systems will be granted access. (External System).

Once the buyer has negotiated the contract, the GFT team will contact the supplier to start the process.

The GFT team or the External System will send you a login/password together with the manual for accessing the system.

SLA for service and document analysis is 48 working hours.

For questions, here is the supplier service channel:

relacionamento.fornecedores@wilsonsons.com.br

gestaofornecedores.terceiros@wilsonsons.com.br



We reiterate that, regardless of the platform (External System), the supplier will not incur any financial cost for this, as Wilson Sons will be responsible for the cost of mobilization.

3.2 - FIXED THIRD-PARTY MONTHLY LABOR MONITORING

Suppliers who have fixed third parties working for WS (providing services for more than 45 consecutive days at WS facilities) must also submit monthly or periodic monitoring documentation in addition to the mobilization documentation (clause 3.1).

[Click here](#) for details of the documentation that will be requested.

Monthly monitoring of the workforce of critical suppliers is carried out for the businesses below:

Tugs, Logistics, Support Bases (Brasco), Shipyard and Corporate Headquarters, Tecon Salvador and Tecon Rio Grande

Important: As stipulated in the contract, failure to submit the above documents, or their irregular submission, will result in the suspension of payments until the situation is regularized, and your company will be notified of the pending issues and necessary negotiations.

For more information, please contact one of the Wilson Sons Supplier and Management of Third Parties team by email:
relacionamento.fornecedores@wilsonsons.com.br

gestaofornecedores.terceiros@wilsonsons.com.br



Wilson, Sons