

















# MANUAL FOR SHAREHOLDERS' PARTICIPATION IN **BRASKEM'S EXTRAORDINARY GENERAL MEETING TO BE HELD ON NOVEMBER 28, 2024**





















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#### MESSAGE FROM MANAGEMENT

Dear Shareholders,

In line with our commitment to continuously search for the best Corporate Governance practices, we have created this manual for shareholders' participation in the Company's Extraordinary General Meeting ("Manual"), to be held on November 28, 2024, at 11:00 a.m., in an exclusively digital manner, pursuant to article 5, paragraph 2, item I, and article 28, paragraphs 1, 2 and 3 of the Brazilian Securities and Exchange Commission ("CVM") Resolution No. 81, of March 29, 2022 ("CVM Resolution 81"), through digital platform Webex ("Digital Platform" and "Meeting", respectively).

The meeting was called to appraise the following agenda ("Agenda"):

- 1. Replacement of one (1) effective member of the Company's Board of Directors appointed by shareholder Petróleo Brasileiro S.A. - Petrobras and of one (1) effective member of the Company's Board of Directors appointed by shareholder Novonor S.A. – Em Recuperação Judicial, both to conclude the remaining terms of office, until the Annual General Meeting that will resolve on the Company's financial statements for the fiscal year to end on December 31, 2025 as well as the ratification of the composition and of the independent member of the Board of Directors; and
- 2. Replacement of the Vice President of the Company's Board of Directors.



















#### GUIDELINES FOR SHAREHOLDERS' PARTICIPATION AND DEADLINES

With the purpose of instructing the Shareholders regarding the procedure for participating in the Meeting, we provide this Manual.

The information related to such resolutions is available to the Shareholders in the Company's office located at Rua Lemos Monteiro, no 120, 240 andar, Butantã, City of São Paulo, State of São Paulo - CEP 05501-050, under the care of the Company's Investor Relations Department, with Mrs. Rosana Cristina Avolio, at the websites of the Company (www.braskem-ri.com.br), of the Brazilian Securities Commission ("CVM") (www.cvm.gov.br) and of B3 S.A. - Brasil, Bolsa, Balcão ("B3") (www.b3.com.br). The information and documents required by CVM Resolution 81 were duly presented to CVM through the *Empresas.Net* System.

### Shareholders' Participation

As permitted by the Brazilian Corporation Law and by CVM Resolution 81, the Meeting shall be held in an exclusively digital manner, reason why the Shareholders may only participate via Digital Platform, in person or through an attorney-in-fact duly appointed pursuant to article 28, paragraphs 2 and 3 of CVM Resolution 81, in which case the Shareholders may: (i) simply take part in the Meeting, whether the Shareholders have sent in the Ballot or not; or (ii) participate and vote at the Meeting.

The Shareholders that wish to take part in the Meeting must send the request to the Company through e-mail <u>braskem-ri@braskem.com</u>, with a request for receipt confirmation, at least 2 days in advance of the date set for the Meeting to be held, that is, by November 26, 2024, which must also be properly accompanied by all of the Shareholder's documents for participation in the Meeting (as detailed below, in the Meeting Call Notice and in the Management Proposal for the Meeting), and we note that access to the Digital Platform shall be forbidden for shareholders that do not submit the require participation documents within the deadline set herein, pursuant to article 6, paragraph 3, of CVM Resolution 81.

The Company shall send the individual invitations to access the Digital Platform and the respective instructions to access the Digital Platform to the Shareholders that have submitted their requests within the deadline and under the conditions above. The Shareholder that participates through the Digital Platform shall be deemed present at the Meeting and may exercise its voting rights and sign the respective Meeting Minutes, pursuant to article 47, paragraph 1, of CVM Resolution 81.

If the Shareholder that has properly requested to participate does not receive from the Company the e-mail with the instructions for access and participation in the Meeting at least 24 hours in advance of its holding (that is, by 11 a.m. of November 27, 2024), it shall get in



















touch with the Company through phone number +55 (11) 3576-9531 - in any event, before 9 a.m. of November 28, 2024, so that its respective access instructions are resent (or provided over the phone).

The Company shall provide technical support in case the Shareholders have problems participating in the Meeting. However, the Company takes no responsibility for any operational or connection issues the Shareholder may face, nor for any other possible matters not related to the Company, which may hinder or prevent the Shareholder from participating in and voting at the Meeting.

The Company also recommends that the Shareholders become familiar with the use thereof beforehand, as well as that they ensure the compatibility of their electronic devices with the use of the platform (by video and audio).

Additionally, the Company asks the Shareholders to, on the day of the Meeting, access the Digital Platform at least 15 minutes before the time scheduled for the Meeting to start, to enable access validation and participation of all Shareholders using it.

### Foreign Shareholder Preset at the Meeting

Foreign Shareholders must submit the same documents as Brazilian Shareholders, and exceptionally for this Meeting the Company shall waive the need for notarization, consularization, annotation and sworn translation of all representation documents of the Shareholder, sufficing to send a simple copy of the original counterparts of all such documents to the Company's e-mail stated above.

#### Forwarding the Documentation

The Shareholders that wish to participate in the Meeting must send to e-mail address braskem-ri@braskem.com, with a request for receipt confirmation, at least 2 days in advance of the date scheduled for the Meeting, that is, by November 26, 2024, a simple copy of the original counterparts of the following documents:

- (i) evidence issued by the financial institution depositary of the book-entry shares held thereby, proving ownership of the shares at least 8 (eight) days prior to the Meeting;
- (ii) if the Shareholder is a legal entity, instrument of incorporation, bylaws or articles of incorporation, minutes of election of the Board of Directors (if any) and minutes of election of the Executive Board that prove the powers of representation;
- (iii) if the Shareholder is an investment fund, the fund's regulation, together with the



















information referred to above regarding its administrator or manager;

- (iv) additionally, in case of representation of a Shareholder (individual, legal entity or investment fund) by a proxy, the respective power of attorney, granted in compliance with article 126, paragraph 1, of the Brazilian Corporation Law; and
- (v) with respect to Shareholders participating in the fungible custody of registered shares, the statement containing the respective shareholding, issued by the competent entity.

Pursuant to article 6, paragraph 3 of CVM Resolution 81, access to the Digital Platform will not be allowed for Shareholders who do not present the necessary participation documents within the period set forth herein.

The Company shall waive the sending of the physical counterparts a of the Shareholders' representation documents to the Company's offices, as well as the certification of the authenticity of the grantor's signature on the power of attorney for representation of the Shareholder, the notarization, the consularization, the annotation and the sworn translation of all of the Shareholder's representation documents, sufficing to send a simple copy of the original counterparts of said documents to the Company's e-mail stated above.

The Company does not accept powers of attorney granted by Shareholders through electronic means (i.e., digitally signed powers of attorney without any digital certification).

#### **Voting Impediments**

Pursuant to the Brazilian Corporation Law, a Shareholder may not vote on resolutions of the general meeting related to the approval of its accounts as administrator, nor on any other resolutions which may specifically benefit said Shareholder or in which it and the Company have conflicting interests.

If any of the attending shareholders claim an alleged conflict of interests of a Shareholder, which prevents it from voting in the meeting, or in another legal event of vote impediment, and if the Shareholder itself has not declared its impediment, the presiding board of the Meeting shall suspend the resolution to listen to and receive such allegation, together with any counterclaims of such Shareholder, before voting on the matter. The chairman of the Meeting himself may, if he verifies a vote obstruction, request a clarification on the situation from the shareholder before voting the matter.

In line with the understanding of CVM, in situations in which the vote obstruction is unequivocal and the shareholder does not abstain from voting, the chairman of the meeting has the power to declare such obstruction, and he is not allowed to obstruct the vote in other





















situations, without prejudice to the legal provisions on the possible annulment of the vote cast.





















#### **BRASKEM S.A.**

## National Register of Legal Entities (CNPJ) No. 42.150.391/0001-70 State Registration (NIRE) 29300006939

A Publicly Held Company

#### **CALL NOTICE**

### **EXTRAORDINARY GENERAL MEETING** TO BE HELD ON NOVEMBER 28, 2024

The shareholders of BRASKEM S.A. ("Shareholders" and "Company", respectively) are hereby called to meet at an Extraordinary General Meeting, in an exclusively digital manner, pursuant to article 5, paragraph 2, item I, and article 28, paragraphs 2 and 3, of CVM Resolution No. 81, of March 29, 2022 ("CVM Ruling 81"), to be held on November 28, 2024, at 11 a.m., through digital platform Webex ("Digital Platform" and "Meeting", respectively), to resolve upon the following Agenda:

- 1. Replacement of one (1) effective member of the Company's Board of Directors appointed by shareholder Petróleo Brasileiro S.A. - Petrobras and of one (1) effective member of the Company's Board of Directors appointed by shareholder Novonor S.A. - Em Recuperação Judicial, both to conclude the remaining terms of office, until the Annual General Meeting that will resolve on the Company's financial statements for the fiscal year to end on December 31, 2025 as well as the ratification of the composition and of the independent member of the Board of Directors; and
- 2. Replacement of the Vice President of the Company's Board of Directors.

Camaçari/BA, November 07, 2024.

José Mauro Mettrau Carneiro da Cunha Chairman of the Board of Directors

### **General Information**:

- 1. The Management Proposal ("Proposal") contemplating all documentation relating to the matter on the Agenda and the documents provided for in CVM Ruling 81 and other relevant information for the exercise of voting rights at the Meeting, were made available to the Company's Shareholders on this date, in the manner provided for in CVM Ruling 81, and can be accessed through the websites of CVM (www.cvm.gov.br), the company (www.braskem.com.br/ri), and B3 S.A. – Brasil, Bolsa, Balcão ("<u>B3</u>") (www.b3.com.br).
- 2. As permitted by the Brazilian Corporations Law and by CVM Ruling 81, the Meeting shall be held exclusively through digital means, reason why the Shareholders' participation may only occur via Digital Platform, in person or through an attorney-in-fact duly appointed pursuant to article 28, paragraphs 2 and 3 of CVM Ruling 81, in which case the Shareholder may: (i) simply take part in the Meeting; or (ii) participate and vote at the Meeting.

There will be no remote voting under the terms of CVM Ruling 81 for the purposes of the Meeting.





















### 3. Documents necessary to access the Digital Platform:

Shareholders that wish to participate in the Meeting must send an e-mail to braskem-ri@braskem.com, with acknowledgment of receipt, at least two (2) days in advance of the date scheduled for the Meeting, that is, **by November 26, 2024**, with the following documents, be they Brazilian or foreign Shareholders:

- (i) proof issued by the financial institution that is the depositary for the book-entry shares of its ownership, proving the ownership of the shares up to eight (8) days prior to the date of the Meeting;
- (ii) if the Shareholder is (a) an individual, the Shareholder's identity document; or (b) legal entity, instrument of incorporation, bylaws or articles of incorporation, minutes of election of the Board of Directors (if any) and minutes of election of the Executive Office that prove the powers of representation;
- (iii) if the Shareholder is an investment fund, the fund rules with the information referred to above, pertaining to its administrator or manager, according to the representation rules foreseen in the fund's regulation;
- (iv) additionally, in case the Shareholder (individual, legal entity or investment fund) is represented by an attorney-in-fact, (a) the respective power of attorney, granted in compliance with article 126, paragraph 1, of the Brazilian Corporations Law; and (b) identity document of the attorney; and
- (v) with respect to Shareholders participating in the fungible custody of registered shares, a statement with the respective equity interest, issued by the entity with authority.

Pursuant to article 6, paragraph 3, of CVM Ruling 81, access to the Digital Platform shall be forbidden to Shareholders that do not submit the necessary participation documents within the deadline set forth herein.

The Company explains that it shall waive the sending of the physical counterparts of the Shareholders' representation documents to the Company's offices, as well as the authenticity certification of the grantor's signature on the power of attorney for representation of the Shareholder, the notarization, the consularization, the annotation and the sworn translation of all of the Shareholder's representation documents, sufficing to send a simple copy of the original counterparts of said documents to the Company's e-mail stated above.

The Company does not accept powers of attorney granted by Shareholders through electronic means (i.e., digitally signed powers of attorney without any digital certification).

4. Detailed information on the rules and procedures to take part at the Meeting, including guidelines on access to the Digital Platform, can be found in the Manual for Shareholder Participation in the Meeting, in the Company's Management Proposal and in other documents available on the websites of CVM (www.cvm.gov.br), the Company (www.braskem.com.br/ri) and B3 (www.b3.com.br).



















### RELATED DOCUMENTS AND LINKS

Braskem S.A.:

Investor Relations - Braskem S.A.:

Brazilian Securities Commission - CVM:

Securities and Exchange Commission – SEC:

B3 S.A. - Brasil, Bolsa, Balcão:

www.braskem.com.br

www.braskem-ri.com.br

www.cvm.gov.br

www.sec.gov

www.b3.com.br

\* \* \* \*





















### ATTACHMENT 1: FORM OF POWER OF ATTORNEY - INDIVIDUAL

### **POWER OF ATTORNEY**

By this private instrument and	pursuant to law,	, resident and
domiciled at	, enrolled in the Individual 1	「axpayers' Register of the Ministry
of Economy (CPF/ME) under No.	, appoir	nts and constitutes as its attorney-
in-fact	, to which it grants	special powers to represent the
interests of the Grantor in the Or	dinary General Meeting of B	raskem S.A., with registered office
at Rua Eteno, nº 1,561, Polo Pet	roquímico, in the City of Ca	maçari, State of Bahia, enrolled in
the National Register of Legal	Entities of the Ministry of	Economy (CNPJ/MF) under No.
42.150.391/0001-70, to be held	on November 28, 2024, at	11 a.m., with powers to resolve,
discuss and vote on the matters	s set forth in the agenda, to	examine and approve documents
and accounts, to contest, agree	, sign minutes and attendan	ice books.
		,, 2024.





















### ATTACHMENT 2: FORM OF POWER OF ATTORNEY – LEGAL ENTITY

### **POWER OF ATTORNEY**

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undersigned	Officers,	appoints	and	constitutes	as	its	attorneys	:-in-fact
		, to whic	ch it gra	nts special po	wers t	o, (joir	tly or indiv	vidually)
(regardless of o	order of app	ointment), r	epresen	t the interests	of the	Grant	or in the C	Ordinary
General Meetir	ng of Braske	m S.A., with	principa	al place of bus	iness	locate	d at Rua Et	teno, n <sup>o</sup>
1,561, Polo Pet	roquímico, i	in the City of	Camaç	ari, State of Ba	hia, er	rolled	in the CNF	ัป under
No. 42.150.391	/0001-70, to	be held on N	Novemb	er 28, 2024, at	11 a.m	ı., with	powers to	resolve,
discuss and vo	te on the ma	atters set for	th in the	agenda, to ex	amine	and ap	prove doc	uments
and accounts,	to contest, a	agree, sign m	inutes a	nd attendance	books	3.		
						, _		_, 2024.

\* \* \* \*





















#### GUIDE TO USING THE WEBEX PLATFORM FOR ACCESS AND PARTICIPATION

The Company clarifies that the Digital Webex Platform was chosen to carry out the Shareholders Meeting because it fulfills the requirements provided for in art. 28 Paragraph 1 of CVM Resolution 81, as it allows Shareholders the opportunity to express themselves and have simultaneous access to documents that have not been previously presented and that are presented during the Meeting. In addition, the Digital Platform allows full recording of the Meeting, as well as communication between participants, through the option "Chat" on the platform (see how to use this function in item 2.3 below).

Therefore, the Company makes the instructions below available to its Shareholders to serve as a guide / manual for using the Digital Platform on the day of the Meeting, in order to facilitate the participation of all those involved in the event.

### **Introductory Information**

In order to have access to the Meeting, Shareholders must request an access link to the Meeting via email to <u>braskem-ri@braskem.com</u>, by November 26, 2024. The request must be accompanied by the necessary documents to participate in the meeting. Meeting, which were duly indicated in the Call Notice, in the Management Proposal and in this Manual for Participation in the Meeting.

The access to the Meeting via the Digital Platform will be restricted to shareholders or their representatives / attorneys-in-fact ("Participants"), members of the Company, and other persons whose presence is mandatory under the law or applicable regulation. The links to access the Digital Platform, containing the individual invitations, will be sent to the e-mail addresses that made the access request. Only one individual invitation will be sent per Participant.

The Company hereby informs that it will not authorize the participation in the Meeting of any Participant who has not requested the access link within the period indicated above, as well as for the Participants who request the link, but did so without presenting the necessary participation documents within the period above.

Participants who are accredited within the period indicated above undertake, as of now, to: (i) make use of individual invitations only and only for participation in the Meeting; (ii) not to transfer or disclose, in whole or in part, the individual invitations to a third party, whether a shareholder or not, the invitation being very personal and non-transferable; and (iii) do not record or reproduce, in whole or in part, nor transfer, to a third party, whether he is a shareholder or not, the content or any information obtained on the Digital Platform during the Meeting.

If a certain Participant, duly qualified, does not receive the link to access the Meeting up to 24 (twenty four) hours in advance of the opening hours of the Meeting (that is, until 11 a.m. on



















November 27, 2024), he / she must enter contact the Investor Relations department of the Company, by phone +55 (11) 3576-9531, no later than 9 a.m. on November 28, 2024, so that they can be sent back (or provided by phone) respective access instructions.

The Digital Platform is available for use via computer (desktop or laptops and the like) and via cell phone, through the Webex app, for Apple and Android phones. The Participant who chooses to participate in the Meeting via cell phone must download the Webex application on his mobile phone.

#### Recommendations

We suggest that Participants access the Digital Platform at least 15 (fifteen) minutes before the beginning of the Meeting, in order to avoid possible operational problems with the tool.

The Company recommends that Participants test and familiarize themselves previously with the Digital Platform, in order to avoid any surprises regarding the incompatibility of their electronic equipment with the tool, in addition to possible problems with its use on the day of the Meeting.

All Participants will start the Assembly with their microphones and videos disabled, and the event organizer must release them. Thus, after the presentation on each matter included in the Agenda of the Meeting, the Participant who wants to speak up must use the option "Questions and Answers" on the Digital Platform to register such request, so that the Participants will be given the floor in the order where requests are received by the Bureau. The manifestation will be exercised when the organizer of the event releases the audio of the requesting Participant.

As detailed in item 2 below, it should be noted that the platform's "Questions and Answers" function is not to be confused with the "Chat" function. Only through the "Questions and Answers" function will Participants be able to address the Bureau, including for the purposes of voting.

The "Chat" function can be used for communication between Participants.

### Responsibilities and Rights

Braskem will not be responsible for connection problems that the Participants may face and other situations beyond the Company's control, such as instability in the internet connection or incompatibility of the Digital Platform with the Participant's equipment. As a result, we remind you that your experience may vary according to the browser and settings of your equipment (computer or cell phone).

The Company reserves the right to use any information contained in the recording of the Meeting to: (i) record the Participants' statements and also to view the documents presented during the Meeting; (ii) registration of the authenticity and security of communications during the Meeting; (iii) registration of the attendance and votes cast by the Participants; (iv)





















compliance with any legal orders from competent authorities; and (v) defense of the Company, its administrators and contracted third parties, in any judicial, arbitration, regulatory or administrative sphere.

### Technical support

The Company will provide remote technical support to Participants (pay attention to the recommendations described above), which will be provided via telephone 11 3576-9681.

Below, we have a brief guide, containing basic instructions for access (item 1) and participation in the Assembly (item 2), as well as how the tools available on the Digital Platform can be used by the Participants.















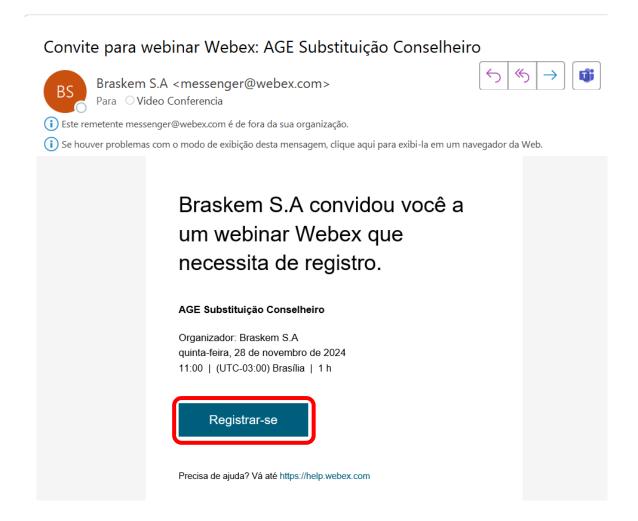




#### 1 - HOW TO JOIN THE MEETING

Step 1: You will receive an e-mail from the sender messenger@webex.com containing an invitation to access the Assembly. Clicking on the "Register" button will redirect you to the CISCO WEBEX website.

Important: If you can't find the e-mail, check your SPAM folder and check with your IT team that e-mails from the sender @webex.com have been cleared.

















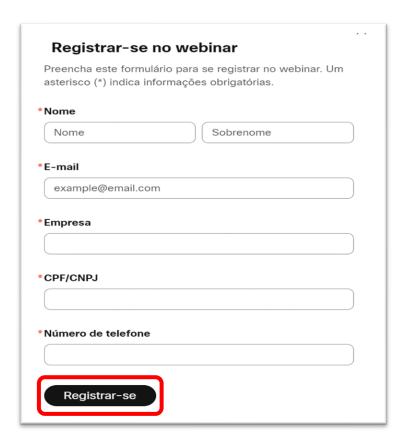




Step 2: On the CISCO WEBEX website. Register for the Assembly by clicking on the "Register" button.



Step 3: Fill in the fields with the requested information and click on "Register".



















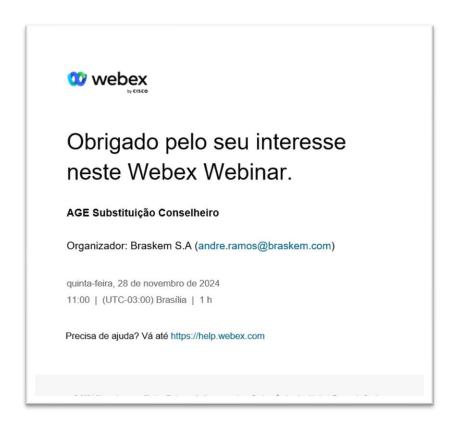




At the end of registration, the screen below will appear:



Step 5: Click on "OK" and wait to receive the confirmation e-mail as shown below.























Step 6: When your participation in the event has been approved, a new confirmation e-mail will be sent. Open the email and click on "Accept" to enter the event in your calendar and until the time of the event (preferably 15 minutes before the scheduled time), click on "Join the meeting".

IMPORTANT: the event will only be available 15 minutes before the scheduled time.

Registro aprovado para	a o webinar webex: AG	E Substituiça	o Conseineiro	
Braskem S.A < messo	enger@webex.com> em n	✓ Aceitar <b>∨</b>	? Provisório 🗸	X Recusar ∨
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	O registro para este webin	nar Webex foi apro	vado.	
	quinta-feira, 28 de novembro de	2024		
	11:00   (UTC-03:00) Brasília	1 h		
	Adicionar ao calendário Google	· O365		
	Entrar no webinar			







Usar somente VoIP

Precisa de ajuda? Vá até https://help.webex.com







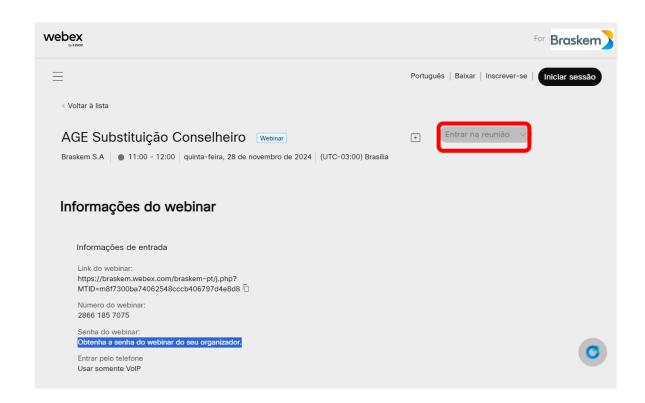






# Mais maneiras de entrar: Entrar do link do webinar https://braskem.webex.com/braskem-pt/j.php?MTID=mcd93e50cb5092ab51312 0615a266694c Entrar pelo número do webinar Número do webinar (código de acesso): 2866 185 7075 ID do registro: 462421 Senha do webinar: Br@skem2024 (27175362 ao discar de um sistema de vídeo) Entrar pelo telefone

Step 7: By the scheduled time, click on "Join the meeting" to proceed.















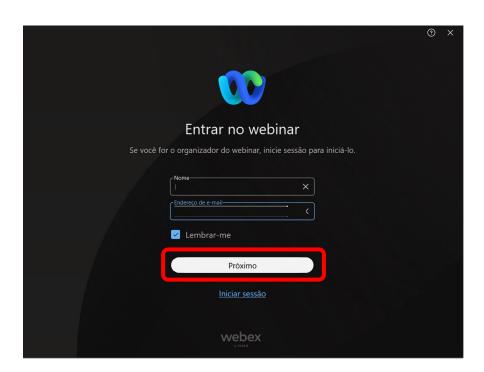






Step 8: When you click on "Start webinar" a new screen will open for you to enter your name and e-mail address, click on "Next".

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	Iniciar webinar
	Não tem o Webex? <u>Baixe-o agora.</u>
	Está tendo problemas com o aplicativo? Entre do seu navegador.



Step 9: Enter the "Registration ID" from the e-mail informing you that the registration has been approved, then click "Next" to join the Assembly.









































#### 2 - HOW TO PARTICIPATE / VOTE DURING THE MEETING

### Introductory Information

Participants who take part in the Meeting via the Digital Platform will, for all legal purposes, be considered present at the Meeting and, as such, will be considered subscribers to the respective minutes and the Shareholders' Attendance Book of the Company, under the terms of Article 47, paragraph 1 of CVM Resolution 81.

### Asking for the floor and voting - "Questions and Answers"

All Participants will start the Meeting with their microphones and videos deactivated, and the event organizer will have to release them. Thus, after the presentation of each matter on the Agenda of the Meeting, the Participant who wishes to speak must use the "Questions and Answers" option on the Digital Platform to register this request, so that the Participants will be given the floor in the order in which the requests are received by the Bureau. The demonstration will be exercised when the event organizer releases the audio of the requesting Participant.

Participants wishing to express their opinion in writing must send their opinion to the Board of the Meeting by the end of the Meeting, via e-mail to braskem-ri@braskem.com.

Participants wishing to comment on any matter not related to the agenda of the Meeting should use the contact channel with the Company through the Investor Relations area.

Below is a step-by-step guide to using this function on the Digital Platform:

Step 1: To take part in the ongoing vote or to ask to speak during the event, use the "Q&A" feature. To do so, click on the icon highlighted below and then on the "Q & A" button.













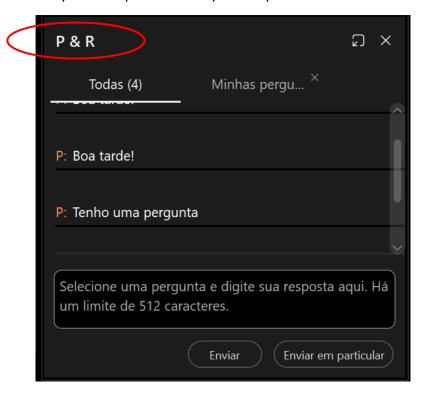








Step 2: Then, to take part in the vote in progress or to ask to speak, simply click on the "Q&A" function and express your interest in using the microphone. When it's your turn, the event organizer will release your microphone so that you can speak:



IMPORTANT NOTE: The Company informs that it will only receive requests for expressions of interest made via the "Questions and Answers" function. As such, requests to speak via the "Chat" function (see item 2.3 below) will not be received by the Board of the Shareholders' Meeting.

# Text messaging - Via Chat (Conversation between participants)

Step 1: The "Chat" function can be used for communication between Participants. To send a text message, click on the "Chat" button:





















Step 2: A new window will appear on the side of your screen. Choose the Participants, type in your message and press <ENTER>.



Any doubts or clarifications regarding the above may be resolved or requested, as the case may be, by contacting the Company's Investor Relations Department, by e-mail to braskemri@braskem.com.