

MANUAL FOR SHAREHOLDERS' PARTICIPATION IN THE EXTRAORDINARY GENERAL MEETING OF BRASKEM S.A. TO BE HELD ON NOVEMBER 18, 2021



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A MESSAGE FROM MANAGEMENT

Dear Shareholders, in accordance with our commitment to the continuous pursuit of the best Corporate Governance practices, we have prepared this manual for Shareholders' participation in the Company's Extraordinary General Meeting ("<u>Manual</u>"), to be held on November 18, 2021, at 3:00 p.m., exclusively in digital form, under the terms of article 4, paragraph 2, item I, and article 21-C, paragraphs 2 and 3 of the Brazilian Security and Exchange Commission ("<u>CVM</u>") Normative Ruling No. 481, of December 17, 2009 ("<u>CVM Ruling 481</u>"), via digital platform Webex (respectively, "<u>Digital Platform</u>" and "<u>Meeting</u>").

The Meeting was called to resolve on the replacement of one (1) effective member of the Company's Board of Directors, appointed by shareholders Novonor S.A. – Em recuperação judicial (formerly named Odebrecht S.A.) and NSP Investimentos S.A. – Em recuperação judicial (formerly named OSP Investimentos S.A.) ("<u>Novonor</u>") to conclude the remaining term 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, 2021 ("<u>Agenda</u>").



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 the resolution is available to the Shareholders in the Company's office located at Rua Lemos Monteiro, No. 120, 24th floor, Butantã, City of São Paulo, State of São Paulo – ZIP Code 05501-050, at the attention of the Company's Investors Relations Department, on behalf of Ms. Rosana Cristina Avolio, on the Company's website (<u>www.braskem.com.br/ri</u>), CVM's website (<u>www.cvm.gov.br</u>) and the Brazilian Stock Exchange's (B3 S.A. – Brasil, Bolsa, Balcão) ("<u>B3</u>") website (<u>www.b3.com.br</u>). The information referred to in article 10 of CVM Ruling 481 were duly filed with CVM via *Empresas.Net* System.

Shareholder's Participation

The Meeting will be held exclusively in digital form, reason why the Shareholder's participation can only be via Digital Platform, in person or by proxy duly established under the terms of article 21-C, paragraphs 2 and 3 of CVM Ruling 481, in which case the Shareholder may: (i) simply participate the Meeting; or (ii) participate and vote at the Meeting.

There shall be no remote voting under CVM Ruling 481 for the purposes of the Meeting.

Find below detailed information regarding the deadlines and procedures for participation in the Meeting, which was also made available on item 12.2 of the Company's Reference Form:

Shareholders who wish to attend the Meeting shall submit such request to the Company via e-mail <u>braskem-ri@braskem.com</u>, with a request for confirmation of receipt, at least two (2) days prior to the date designated for the Meeting, which is, by **November 16, 2021**, and shall be duly accompanied with all the Shareholder's documentation for participation in the Meeting, as detailed below, in the Meeting's Call Notice and in the Management's Proposal for the Meeting, **emphasizing that it will not be allowed access to the Digital Platform to Shareholders who do not submit the required participation documents within the period provided herein, pursuant to article 5, paragraph 3 of CVM Ruling 481.**

Documents (to Brazilian or foreign shareholders):

- 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, articles of incorporation, bylaws or articles of association, minutes of the Board of Directors' election (if any) and minutes of the Executive Board's election that ascertains the powers of representation;



- (iii) if the Shareholder is an investment fund, the fund's regulation, together with the information referred to above in relation to its administrator or manager;
- (iv) additionally, in the case of representation of a Shareholder (individual, legal entity or investment fund) by proxy, the respective power of attorney, granted in compliance with article 126, paragraph 1, of Law No. 6,404 of December 15, 1976 ("<u>Brazilian</u> <u>Corporate Law</u>"); and
- (v) in relation to the Shareholders participating in the fungible custody of registered shares, a statement with the respective equity interest, issued by the competent body.

Exceptionally for this Meeting, the Company shall waive the sending of the physical counterparts of the Shareholders' representation documents to the Company's offices, as well as the certification of 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).

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 set above, as already stated in the Manual to Participate in the Meeting. The Shareholder that participates via Digital Platform shall be deemed present at the Meeting and may exercise its voting rights and sign the respective Meeting Minutes, pursuant to article 21-V, paragraph 1, of CVM Ruling 481.

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 03:00 p.m. of November 17, 2021), it shall contact the Company via phone numbers +55 (11) 3576-9531 – in any event, before 12:00 p.m. of November 18, 2021, so that its respective access instructions are resent (or provided by phone).

The Company shall provide technical support in case the Shareholders have any problems to attend 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 usage thereof beforehand, as well as ensure the compatibility of their electronic devices with the use of the platform (by video and audio).



Additionally, the Company requests the Shareholders to access the Webex Digital Platform on the day of the Meeting at least 15 (fifteen) minutes prior to the time scheduled for the Meeting to start, to enable access validation and participation of all Shareholders using it.

The Company reiterates its commitment to adopt measures to combat the pandemic of COVID-19 and to the safety of its Shareholders, employees and the communities in the regions where it operates.

Impossibility of Separate Election:

In accordance with CVM Board of Commissioner's understanding in Administrative Proceedings CVM No. RJ2016/4098 and 19957.009411/2017-46, given that the matter on the Agenda for the Extraordinary General Meeting hereby called refers only to the replacement of one (1) effective member of the Company's Board of Directors, who was not elected by separate election system, there shall be no possibility to adopt the separate election, as provided for in paragraphs 4 and 5 of article 141 of the Brazilian Corporate Law.

Voting Impediments

Pursuant to the Brazilian Corporate 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 (C.N.P.J.) No. 42.150.391/0001-70 State Registration (N.I.R.E.) No. 29300006939 A Publicly Held Company

CALL NOTICE

EXTRAORDINARY GENERAL MEETING OF NOVEMBER 18, 2021

The shareholders of **BRASKEM S.A.** ("<u>Shareholders</u>" and "<u>Company</u>", respectively) are hereby called to attend the Extraordinary General Meeting, in an exclusively digital manner, pursuant to article 4, paragraph 2, item I, and article 21-C, paragraphs 2 and 3, of CVM Ruling No. 481, of December 17, 2009 ("<u>CVM Ruling 481</u>"), to be held on November 18, 2021, at 03:00 p.m., via digital platform Webex ("<u>Digital Platform</u>" and "<u>Meeting</u>", respectively), to resolve on the replacement of one (1) effective member of the Company's Board of Directors, appointed by shareholders Novonor S.A. – Em recuperação judicial (formerly named Odebrecht S.A.) and NSP Investimentos S.A. – Em recuperação judicial (formerly named OSP Investimentos S.A.) ("<u>Novonor</u>"), to conclude the remaining term 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, 2021.

Camaçari/BA, October 22, 2021.

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

General Information:

1. The Management Proposal ("<u>Proposal</u>") encompassing all documentation related to the matter included in the Agenda, the other documents provided for CVM Ruling 481, and other relevant information for the exercise of voting rights at the Meeting, were made available to the Company's Shareholders on this date, as provided for CVM Ruling 481, and can be accessed through the websites of the Brazilian Securities and Exchange Commission ("<u>CVM</u>") (www.cvm.gov.br), of the Company (www.braskem.com.br/ri) and of B3 S.A. – Brasil, Bolsa, Balcão ("<u>B3</u>") (www.b3.com.br).

2. The Meeting will be held exclusively in digital form, reason why the Shareholder's participation can only be via Digital Platform, in person or by proxy duly established under the terms of article 21-C, paragraphs 2 and 3 of CVM Ruling 481 or article 126, paragraph 1 of Law No. 6,404 of December 15, 1976 ("<u>Brazilian Corporate Law</u>"), in which case the Shareholder may: (i) simply participate the Meeting; or (ii) participate and vote at the Meeting.

3. There shall be no remote voting under CVM Ruling 481 for the purposes of the Meeting.



4. Documents required to access the Digital Platform:

Shareholders who wish to attend the Meeting shall submit such request to the Company via email braskem-ri@braskem.com, with a request for confirmation of receipt, at least two (2) days prior to the date designated for the Meeting, which is, **by November 16, 2021**, and shall be duly accompanied with the following documents, whether Brazilian or foreign shareholder:

- (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, articles of incorporation, bylaws or articles of association, minutes of the Board of Directors' election (if any) and minutes of the Executive Board's election that ascertains the powers of representation;
- (iii) if the Shareholder is an investment fund, the fund's regulation, together with the information referred to above in relation to its administrator or manager;
- (iv) additionally, in the case of representation of a Shareholder (individual, legal entity or investment fund) by proxy, the respective power of attorney, granted in compliance with article 126, paragraph 1, of the Brazilian Corporate Law; and
- (v) in relation to the Shareholders participating in the fungible custody of registered shares, a statement with the respective equity interest, issued by the competent body.

The access to the Digital Platform shall be forbidden for shareholders that do not submit the necessary participation documents within the deadline set herein, pursuant to article 5, paragraph 3, of CVM Ruling 481.

Exceptionally for this Meeting, the Company shall waive the sending of the physical counterparts of the Shareholders' representation documents to the Company's offices, as well as the certification of 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).

5. Detailed information on the rules and procedures for participation at the Meeting, including guidelines on access to the Digital Platform, can be found in the Manual for Shareholders' Participation in the Meeting, in the Company's Management Proposal and 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.:	www.braskem.com.br
Investor Relations - Braskem S.A.:	www.braskem.com.br/ri
Brazilian Securities Commission – CVM:	www.cvm.gov.br
Securities and Exchange Commission – SEC:	www.sec.gov
B3 S.A. – Brasil, Bolsa, Balcão:	www.b3.com.br
Brazilian Institute for Corporate Governance:	www.ibgc.org.br
Associação Brasileira da Indústria Química – ABIQUIM:	www.abiquim.org.br



EXHIBIT 1: FORM OF PROXY - INDIVIDUAL

<u>P R O X Y</u>

By this private instrument and pursuant to law, _______, resident and domiciled at _______, enrolled in the Individual Taxpayers' Register of the Ministry of Economy (CPF/ME) under No. _______, appoints and constitutes as their attorneyinfact _______, to which they grant special powers to represent the interests of the Grantor in the Extraordinary General Meeting of Braskem S.A., with registered office at Rua Eteno, No. 1,561, Polo Petroquímico, in the City of Camaçari, State of Bahia, enrolled in the National Register of Legal Entities of the Ministry of Economy (CNPJ/ME) under No. 42.150.391/0001-70, to be held on November 18, 2021, at 3:00 p.m., with powers to resolve, discuss and vote on the matters set forth in the agenda, to examine and approve documents, to contest, agree, sign minutes and attendance books.

_____, 2021.



EXHIBIT 2: FORM OF PROXY – LEGAL ENTITY

<u>P R O X Y</u>

By this private instrument and pursuant to law, ______, with principal place of business at ______, enrolled in the National Register of Legal Entities of the Ministry of Economy (CNPJ/ME) under No. ______, herein represented by its undersigned Officers, appoints and constitutes as its attorneys-in-fact ______, to which it grants special powers to, (jointly or individually) (regardless of order of appointment), represent the interests of the Grantor in the Extraordinary General Meeting of Braskem S.A., with principal place of business located at Rua Eteno, No. 1,561, Polo Petroquímico, in the City of Camaçari, State of Bahia, enrolled in the National Register of Legal Entities of the Ministry of Economy (CNPJ/ME) under No. 42.150.391/0001-70, to be held on November 18, 2021, at 3:00 p.m., with powers to resolve, discuss and vote on the matters set forth in the agenda, to examine and approve documents, to contest, agree, sign minutes and attendance books

_____, 2021.



USER GUIDE OF WEBEX PLATFORM TO ACCESS AND PARTICIPATION

The Company, once again reiterating its commitment to adopt measures to combat the pandemic caused by coronavirus (Covid-19), and also aiming at the health, well-being and safety of its shareholders, clarifies that the Webex Digital Platform was chosen to carry out the Meeting because it fulfills the requirements provided for in Article 21-C, paragraph 1 of CVM Ruling 481, as it allows shareholders the opportunity to express themselves and have simultaneous access to documents that have not been previously submitted and that are presented during the Meeting. In addition, the Digital Platform allows full recording of the Meeting, as well as the communication between the Participants, through the option "*Bate-Papo*" on the platform (see how to use this feature in item 2.3 below).

Therefore, the Company makes these instructions available to its shareholders to serve as a guide/manual to use the Digital Platform on the day the Meeting will take place, in order to facilitate the participation of all those involved in the event.

Introductory Information

To have access to the Meeting, shareholders shall request a link to access the Meeting via e-mail to the electronic address <u>braskem-ri@braskem.com</u>, **up to November 16, 2021**. The request shall be accompanied by the documents necessary for participation at the Meeting, which were duly indicated on the Call Notice, on the Management Proposal and this Manual for Shareholders' Participation.

The access to the Meeting via Digital Platform will be restricted to shareholders or its representatives/proxies ("<u>Participants</u>"), Company's members and other people whose presence is mandatory under the law or applicable regulation. The links to access the Digital Platform, including 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 informs in advance that it will not authorize the participation in the Meeting of any Participant who has not requested the access link within the term indicated above, and of any Participant who requested the link but did so without submitting the participation documents required within the deadline above.

Participants who become accredited within the deadline above commit, as of now: (i) to use the individual invitations 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, given that the invitation is personal and non-transferable; and (iii) not to record or reproduce, in whole or in part, nor transfer to a third party, whether a shareholder or not, the content of any information obtained on the Digital Platform during the Meeting.



If a certain Participant, duly qualified, does not receive the link for access the Meeting up to 24 hours in advance of the opening time of the Meeting (that is, until 3:00 p.m. on November 17, 2021), such Participant shall contact the Company's Investor Relations Department, via phone number +55 (11) 3576-9531, no later than 12:00 p.m on November 18, 2021, so that the respective access instructions may be sent back (or provided by phone).

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

Recomendations

We suggest that Participants access the Digital Platform at least fifteen (15) minutes prior to the start of the Meeting, in order to avoid any operational problems with the platform.

The Company recommends that Participants previously **test and become acquainted with the Digital Platform**, in order to avoid any surprises regarding the incompatibility of their electronic devices with the platform, as well as to avoid possible problems with its use on the date of the Meeting.

All Participants will start the Meeting with their respective microphones and cameras disabled, and only the event organizer can enable them. Thus, after the presentation on each matter included in the Agenda of the Meeting, the Participant who wishes to speak up must use the "*Perguntas e Respostas*" option on the Digital Platform to register such request, so that Participants will be given the floor in the order the requests are received by the presiding Board. The statement will be exercised when the event organizer enables the requiring Participant's audio.

As detailed in item 2 below, it is emphasized that the "*Perguntas e Respostas*" feature must not be mistaken with the "*Bate-Papo*" feature. Only via "*Perguntas e Respostas*" feature the Participants will be able to address the presiding Board, including for the purpose of voting.

The "Bate-Papo" feature can be used for communication between Participants.

Responsibilities and Rights

Braskem will not be responsible for connection problems that 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 electronic devices. As a result, we remind you that your experience may vary according to the browser and settings of your device (computer or mobile phone).

The Company reserves the right to use any information contained in the Meeting's recording to: (i) register Participants' statements and also to view the documents presented during the Meeting;



(ii) register the authenticity and safety of communications during the Meeting; (iii) register Participants' attendance and votes; (iv) comply with any legal orders from competent authorities; and (v) safeguard 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 (note the recommendations described above), which will be provided via phone number 11 3576-9681.

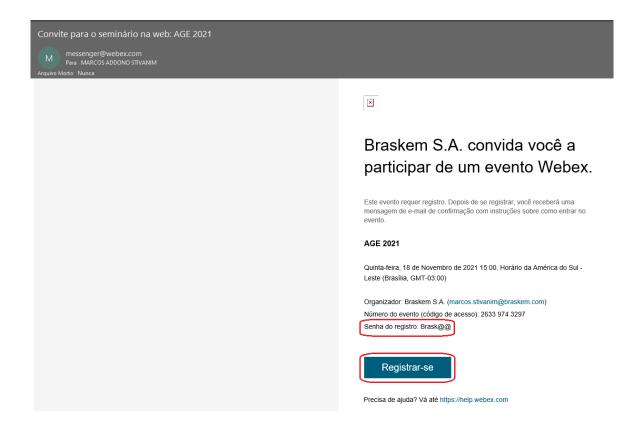
Below, we provide a brief guide, containing basic instructions for access (item 1) and attendance in the Meeting (item 2), as well as how the features made available on the Digital Platform can be used by the Participants.



1 – HOW TO ENTER THE MEETING

<u> 1^{st} Step</u>: You will receive an e-mail from the sender <u>messenger@webex.com</u> containing an invitation to access the Meeting. In the e-mail you will find a password, which will be requested for registration.

Important: If you cannot find the e-mail, check your SPAM box, and validate with your IT team that the e-mails from the sender @webex.com are released.





 2^{nd} Step: By clicking the invitation button, there will be a redirection to the CISCO WEBEX website. Register your submission for the Meeting by clicking on the "*Registrar-se*" button.

webex	
Webex Events (clássico)	
Informações do Evento: AGE 2021 Este evento exige registro	
Status do evento:	Não iniciado
Data e hora:	Quinta-feira, 18 de Novembro de 2021 15:00 Horário da América do Sul - Leste (Brasília, GMT-03:00) <u>Alterar fuso horário</u>
programa:	AGE 2021
Duração:	1 hora
Descrição:	
	Registrar-se

<u>3rd Step</u>: Enter the password received by e-mail (1st step) and click on "Enviar".

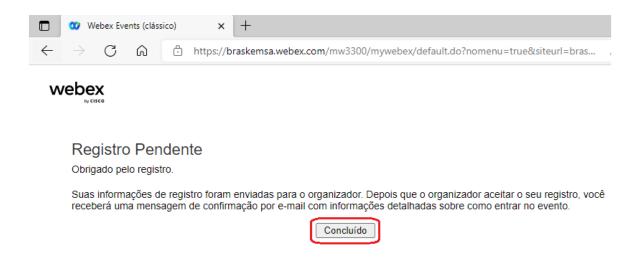
webex	
Webex Events (clássico)	
Senha do Registro	
Este evento é privado. Para reg	jistrar-se, é necessário fornecer a senha do registro que você recebeu do organizador.
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Informações do Evento	
Evento:	AGE 2021
Data e hora:	Quinta-feira, 18 de Novembro de 2021 15:00 Horário da América do Sul - Leste (Brasília, GMT-03:00)
programa:	AGE 2021
Duração:	1 hora
Descrição:	



4th Step: Fill in the blanks with the requested data and click on "Enviar".

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At the end of the submission, it will appear the screen below:



5th Step: Click on "Concluído" and wait for the confirmation e-mail as shown in the image below.



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<u>6th Step</u>: Once your participation in the event is approved, a new confirmation e-mail will be sent. Open the e-mail and click "*Aceitar*" to insert the event in your calendar and until the event's time (preferably 15 minutes before the scheduled time), click "*Entrar no Evento*".

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

Inscrição aprovada para seminário na web: AGE 2021	
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Entrar no evento	

<u> 7^{th} Step</u>: Until the scheduled time, click on "*Entrar agora*" to join the Meeting. OBS. The button "*Entrar*" will only be available once the event starts



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2 - HOW TO PARTICIPATE/VOTE DURING THE MEETING

2.1. Introductory Information

Participants who attend the Meeting via 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 Company's Shareholders' Attendance Book, pursuant to article 21- V, §1 of CVM Ruling 481.

2.2. Asking for the floor and voting – "Perguntas e Respostas"

All Participants will start the Meeting with their respective microphones and cameras disabled, and only the event organizer can enable them. Thus, after the presentation on each matter included in the Agenda of the Meeting, the Participant who wishes to speak up must use the "*Perguntas e Respostas*" option on the Digital Platform to register such request, so that Participants will be given the floor in the order the requests are received by the presiding Board. The statement will be exercised when the event organizer enables the requiring Participant's audio.

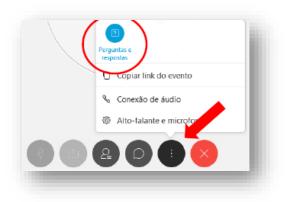
Participants who wish to make their statements in writing must forward their statement to the Meeting's presiding Board by the end of the Meeting via e-mail <u>braskem-ri@braskem.com</u>.

Participants who wish to express their opinion on any matter not related to the Meeting's agenda must use the contact channel with the Company through its Investor Relations Department.

Below we point out the step by step to use this feature on the Digital Platform:

 1^{st} Step: To participate in the ongoing vote or to ask for the floor during the event, use the *"Perguntas e Respostas"* feature. To do so, click on the icon highlighted below.







<u>2nd Step</u>: Then, to participate in the ongoing vote or to ask for the floor, just click on the "*Perguntas* e *Respostas*" feature and express your interest in using the microphone. When it is your turn, the event organizer will enable your microphone so you can speak:

Tu	do (2)	Minha P&	R (2)		
sergio san	tos - 14:18				
P: Pode t	falar?				
Marcos Sti	vanim - 14:19				
R: Pode :	sim, estou liber	rando seu áu	dio		
sergio san	tos - 14:18				
P: Teste					
Marcos Sti	vanim - 14:19				
R: Posso	sim!				
Perguntar:	Organizador		\sim		
1			_		
	selecione um	membro de untar e depoi		Enviar	

IMPORTANT NOTE: The Company informs that it will only receive requests for statements made via "*Perguntas e Respostas*" feature. Therefore, requests for statements via "*Bate-Papo*" feature (see item 2.3 below) will not be received by the Meeting's presiding Board.

2.3. Text Messages – Via Bate-Papo (Conversation between Participants)

<u>1st Step</u>: The "*Bate-Papo*" feature may be used for communication between Participants. To send a text message, click on the "*Bate-Papo*" button:





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

		Q
∨ Bat	e-papo	×
Para:	Organizador	~
Insir	a a mensagem de bate-papo aqui	
> Per	guntas e respostas	×

Any questions or clarifications on the above may be resolved or requested by contacting the Company's Investor Relations Department, through the e-mail <u>braskem-ri@braskem.com</u>.