

WHISTLE-BLOWER POLICY

The Company has adopted this policy to encourage staff to report any wrongdoing in good faith without concerns of victimisation or retaliation so that the Board can adequately manage risk and cultural issues within the Company.

The Company is committed to protecting and supporting the dignity, wellbeing, career and good name of anyone reporting wrongdoing.

A staff member can report wrongdoing to the Whistle-blower Protection Officer (WPO), being the Company Secretary.

The Company wants to encourage staff to report any incidents they consider places the Company or its staff or customers at risk including:

- a breach of regulations or laws, or the Company's policies;
- dishonest behaviour, including attempting to gain financial benefits from the Company or its customers;
- fraudulent or illegal activity (including theft, drug sale / use, violence or threatened violence and property damage);
- impeding internal or external audit processes;
- unacceptable behaviour including bullying and harassing;
- conduct endangering health or safety; and
- concealment of any wrongdoing.

The Company is committed to undertaking appropriate investigations in a confidential, fair and objective manner. The investigation processes will vary depending on the nature of the wrongdoing and the amount of information provided.

The Company will ensure that a Whistle-blower is informed of the outcome of any investigations.