



## Confidentiality and Privacy Policy

Abra Mining Pty Ltd (“AMPL” or the “Company”) is committed to protecting the confidentiality and privacy of all employees, contractors, senior management, directors, and visitors. This protection of privacy extends to any information that is provided to AMPL by individuals or organisations they work for. AMPL will only allow authorised individuals access to personal data.

In addition to this Confidentiality and Privacy Policy, the Privacy Act 1988 protects individuals’ sensitive information.

AMPL collects information about individuals and the interactions they have with us. This includes employment processes and communication by phone, email, websites, apps and other mobile applications. The Company may also collect information about an individual’s identity, contact details, gender, nationality, Australian working rights, health and fitness, employment history and qualifications. Additional information may be required from time to time, in which case the Company will request that information directly from the individual or get consent from each individual to acquire that information from a third party.

All records containing individual information is kept in the company’s premises and systems. The information may also be kept in trusted third-party locations and systems. Specially designed and secure data bases for storing confidential information are used. Employees using individual’s information are trained and reminded of their obligations in regard to each individuals privacy.

In the event that any personal information has been lost or is subject to unauthorised access, use, modification or misuse the company will take immediate action to contain and rectify the data breach. In the case of a data breach the Company will take reasonable steps to notify the individual concerned advising the incident details and follow up actions.

Employees have a right to access personal data, following a request in writing. AMPL will check data periodically for accuracy and each individual should ensure that their personal details held by the Company remain correct.

If an individual is concerned about privacy and would like to make a complaint, then the individual should speak directly with their Line Manager or direct their concerns through the Whistleblower report process (Refer Whistleblower policy).

Anthony (Tony) James  
Managing Director & CEO

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