



**SANDFIRE**  
RESOURCES

# WHISTLEBLOWER PROTECTION POLICY

Revised and approved by the Board 15 April 2020

# WHISTLEBLOWER PROTECTION POLICY

The Board of Directors of Sandfire Resources Ltd and its subsidiaries (**Sandfire**) is committed to fostering a culture of compliance, ethical behaviour and good corporate governance. Sandfire values teamwork, respect and integrity and wishes to encourage a culture where any officer, employee or contractor does not suffer detriment because of speaking up about potential misconduct concerns. This policy has been adopted to provide a safe and confidential environment to raise any such concerns without fear of reprisal.

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## 1. Policy purpose and application

This policy sets out:

- when you will be protected for speaking up about misconduct;
- the protections that may be provided to you if you speak up; and
- how disclosures made under this policy will be handled by Sandfire.

All officers, employees and contractors of Sandfire, wherever they are based, must comply with this policy.

Officers and employees of Sandfire based outside Australia may also be subject to additional local whistleblower requirements in the country in which they are based.

This policy also protects those who are entitled to whistleblower protection under the Australian whistleblower laws (see section 8 of this policy).

This policy is also available in the Corporate Governance section of our website ([www.sandfire.com.au](http://www.sandfire.com.au)).

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## 2. You will be protected under this policy if:

- you are one of the individuals set out in section 3;
  - you disclose information about a disclosable matter set out in section 4; and
  - you disclose that information:
    - internally to one of the persons set out in section 5; or
    - externally to one of the persons set out in section 8.
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## 3. Who may make a protected disclosure?

You may make a disclosure that qualifies for protection under the Australian whistleblower laws if you are or were:

- an officer or employee of Sandfire, including permanent, part-time, fixed-term or temporary employees or interns and secondees;
  - a Sandfire contractor or supplier of goods and services to Sandfire (whether paid or unpaid) (for example, consultants, service providers and business partners), including an employee of such a contractor or supplier;
  - an associate of Sandfire; or
  - a parent, grandparent, child, grandchild, sibling, spouse or dependent of any of the above.
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## 4. What may a protected disclosure be about?

Disclosures do not have to be about breaking the law.

Disclosures may be about misconduct or an improper state of affairs or circumstances in relation to Sandfire (including by a Sandfire officer or employee) where you have reasonable grounds to suspect has occurred or is occurring in relation to Sandfire.

Disclosures **solely** about a personal work-related grievance are **not** covered by this policy and do **not** qualify for protection under the whistleblower laws unless they also relate to any detriment or threat of detriment because a person is believed or suspected to have made or may make a protected disclosure (see also section 7.3).

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## 4.1 Examples of disclosable matters

Some examples of disclosable matters that qualify for protection under the Australian whistleblower laws are:

- illegal conduct, such as theft, dealing in, or use of, illicit drugs, actual or threatened violence, corruption, bribery, criminal damage to property or breaches of work health and safety laws;
- money laundering or misappropriation of funds;
- misuse of company assets, negligence, default, breach of trust and breach of duty;
- any activities that pose a substantial risk to people, property, operations or the environment;
- conduct that indicates a danger to the public or the financial system;
- any conduct that may indicate a systemic issue in relation to Sandfire;
- information that represents a significant risk to public safety or the stability of, or confidence in, the financial system;
- conduct relating to business behaviours and practices that may cause consumer harm;
- misconduct in relation to Sandfire's tax affairs; or
- engaging in or threatening to engage in detrimental conduct against a person who has made a disclosure or is believed or suspected to have made, or be planning to make, a disclosure.

## 4.2 Personal work-related grievances

Personal work-related grievances are grievances about an individual's employment that have implications only for the individual personally (such as payroll or remuneration issues, promotion decisions and interpersonal conflicts).

If your disclosure is a solely personal work-related grievance, you should make it in accordance with our Human Resources Grievance Standard which can be accessed from the Company's Intranet or by contacting the Human Resources Department.

## 4.3 Reasonable grounds to make the disclosure

You may still qualify for protection if your disclosure turns out to be incorrect, but you must have reasonable grounds for suspecting that the information you are disclosing concerns misconduct or an improper state of affairs or circumstances in relation to Sandfire.

A disclosure made without reasonable grounds (such as where you know it to be false) may amount to misconduct and be subject to disciplinary action.

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## 5. Who may receive a protected disclosure?

All of the people listed in this section may receive disclosures that qualify for protection under the Australian whistleblower laws. However, we encourage you to make your disclosure to our Whistleblower Protection Officer or to STOPline, which is an independent and confidential 24/7 external service operated on behalf of Sandfire. Disclosures may be made verbally or in writing by email, post or delivered by hand.

### Whistleblower Protection Officer<sup>1</sup>

**Phone:** +61 (08) 6430 3853

**Email:** whistleblower@sandfire.com.au

### STOPline

**Phone:** 1300 30 45 50 (within Australia)  
+61 3 9811 3275 (outside Australia)

**Email:** sandfire@stoline.com.au

**Post:** C/O The STOPline  
P.O. Box 403  
Diamond Creek, VIC Australia 3089

**Website:** <http://sandfire.stoplينerreport.com/>

<sup>1</sup>Sandfire's Whistleblower Protection Officer is the Head of HSEC

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If you prefer, you can also make a disclosure to any one of the following:

- a member of our Executive Team;
- a member of Sandfire's Management Team;
- any other officer (which includes a director or company secretary) or senior manager of Sandfire;
- an internal or external auditor<sup>2</sup> (including a member of an audit team conducting an audit on Sandfire); or
- Sandfire's registered tax agent or BAS agent<sup>3</sup>, if the disclosure concerns Sandfire's tax affairs or the tax affairs of an associate of Sandfire, or an officer or employee at Sandfire who has functions or duties relating to its tax affairs and who you consider may be assisted in their role by knowing that information.

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## 6. How may a protected disclosure be made?

You may make a disclosure at any time to the people identified in section 5 in person, by email, post, or delivered by hand.

If you make a disclosure from or to a Sandfire email address, your email may be accessed by certain people within our IT department in accordance with Sandfire's policies. If you are concerned about those limited circumstances in which your email might be accessed, you may prefer to make your disclosure verbally or by mail.

An example form for making a disclosure is attached to this policy and is also available at

**<https://www.sandfire.com.au/site/About/corporate-governance>**.

You may make your disclosure anonymously (and stay anonymous throughout and after any investigation) and still qualify for protection under the Australian whistleblower laws.

You may wish to obtain independent legal advice before making a disclosure. That communication with your legal adviser will also be protected under the Australian whistleblower laws.

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## 7. Legal protections for disclosures

### 7.1 Confidentiality and secure record-keeping

All persons responsible for or involved in an investigation must take all reasonable steps to reduce the risk that a **discloser** will be identified.

Sandfire will do this by:

- obscuring your name and identifying features from any internal reporting about your disclosure (unless you agree for your identity to be known);
- referring to you in a gender-neutral context (unless you agree for your identity to be known);
- where possible, contacting you to help identify certain aspects of your disclosure that could inadvertently identify you;
- engaging qualified staff to handle and investigate disclosures;
- storing all material relating to disclosures securely;
- limiting access to all information to those directly involved in handling and investigating the disclosure; and
- ensuring that anyone who is involved in handling and investigating your disclosure is aware of the confidentiality requirements.

You may lodge a complaint to a regulatory body, such as the Australian Securities and Investments Commission

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(ASIC); the Australian Prudential Regulatory Authority (APRA); or the Australian Taxation Office (ATO), if you believe that your confidentiality has been breached.

## ***Identity protections and exceptions***

If you make a protected disclosure, it is illegal for anyone to identify you or disclose any information that is likely to lead to you being identified, unless:

- it is not possible to investigate the disclosure without disclosing information that might identify you (but all reasonable steps must be taken to protect your identity);
- it is necessary to obtain legal advice about your disclosure and the whistleblower laws, in which case, we can pass the information on to our lawyer;
- we need to disclose the information to the Australian Federal Police; ASIC, APRA or the ATO, if the disclosure concerns Sandfire's tax affairs or the tax affairs of an associate of Sandfire; or
- you consent to that disclosure.

## **7.2 Provision of identity to a court or tribunal**

No-one at Sandfire may disclose or produce to a court or tribunal any information or documents which disclose your identity (or information likely to lead to your identification) without seeking the advice of our Whistleblower Protection Officer.

If you make a protected disclosure and become aware that a court or tribunal has requested disclosure of your identity or production of documents containing your identity (or information likely to lead to your identification), you may apply to the court or tribunal for an order protecting your identity.

## **7.3 Protection from detriment**

Sandfire is committed to protecting people who make disclosures under this policy.

It is against the law for anyone at Sandfire (including any officers, employees or contractors) to cause or threaten any detriment to any person because that person:

- is or proposes to make a disclosure under this policy or the Australian whistleblower laws; or
- is suspected or believed to have made a disclosure under this policy.

**"Detriment"** includes (but is not limited to):

- dismissal;
- injury of an employee in their employment;
- alteration of an employee's position or duties to their disadvantage;
- discrimination, harassment or intimidation;
- harm or injury including psychological harm, damage to property, reputation or financial position;
- taking action against a person (including any disciplinary action or imposing a liability) for making a disclosure; or
- threats of any of the above.

However, Sandfire is entitled to take steps that:

- are reasonably necessary to protect you from detriment (for example, moving you to another office to protect you from detriment if you have made a disclosure about your immediate work area); or
- relate to managing unsatisfactory work performance in line with Sandfire's performance management framework.

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You may seek independent legal advice or contact regulatory bodies, such as ASIC, APRA or the ATO, if you believe you have suffered detriment because of your disclosure.

## 7.4 Protection from civil, criminal and administrative liability

If you make a protected disclosure, you will also be protected from any of the following in relation to your disclosure:

- civil liability – for example, any legal action against you for breach of an employment contract, duty of confidentiality or another contractual obligation;
- criminal liability – for example, prosecution for unlawfully releasing information or unlawfully using your disclosure against you in a prosecution; and
- administrative liability – for example, disciplinary action for making a disclosure.

However, you may be liable for any misconduct that you have engaged in that is revealed by your disclosure or an investigation following your disclosure.

## 7.5 Compensation and other remedies

You may seek compensation and other remedies through the courts if:

- you suffer loss, damage or injury because of a disclosure; and
- Sandfire failed to take reasonable precautions and exercise due diligence to prevent detrimental conduct.

We encourage you to seek independent legal advice if you wish to seek compensation or remedies in court.

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## 8. How this policy interacts with whistleblower laws

### 8.1 Australian whistleblower laws

By making a disclosure in accordance with this policy, you may be protected under the Australian whistleblower laws if the type of matter you disclose is protected by those laws.

While this policy principally deals with internal disclosures, the protections afforded by the Australian whistleblower laws (set out in section 7) also include some types of disclosure made to external parties such as to:

- legal representatives, to obtain advice or representation about the Australian whistleblower laws;
- ASIC, APRA or the ATO; or
- Members of Parliament (**MPs**) or journalists, where you have reasonable grounds to believe that making the further disclosure would be in the public interest or the information concerns a substantial and imminent danger to the health or safety to one or more persons or to the natural environment, but **only if**:
  - you previously made a disclosure of that information to either ASIC, APRA or another Commonwealth body prescribed by regulation; and
  - you notified that body in writing of your intention to disclose to an MP or journalist (where, for public interest disclosures, **at least 90 days** must first have passed since your previous disclosure before this notice may be given).

It is important you understand strict criteria apply and you should obtain independent legal advice before making a disclosure to an MP or journalist.

For more information about the Australian whistleblower laws (including how to make a disclosure directly to ASIC or the ATO), see the information available on the ASIC website (including Information Sheet 239 How ASIC handles whistleblower reports) and the ATO website.

### 8.2 Whistleblower laws outside Australia

You may make a disclosure regardless of where you are or where the conduct is occurring.

If your disclosure concerns the conduct of Sandfire, Sandfire people, or Sandfire operations based outside

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Australia, you may also have protections and obligations under the whistleblower laws in the country in which you are based.

## ***United States (US) whistleblower laws***

Sandfire personnel in the US may be entitled to whistleblower protections under various US federal and state laws. For example:

- US personnel can make certain protected disclosures to the US Securities and Exchange Commission and other US governmental agencies, as prescribed by US law;
- US federal law contains protections for persons who report perceived violations of federal securities laws;
- the US Occupational Safety and Health Administration administers nearly two dozen whistleblower protection laws concerning, among other things, reporting violations of certain workplace safety or environmental concerns;
- a number of states also provide general whistleblower protections, such as in Montana, where Sandfire personnel may be entitled to protections when they report a perceived violation of a law or administrative rule concerning public health, safety, or welfare, provided that report is made in good faith.

The nature of protections under US federal and state law, and the interaction of those protections with each other and with this policy, can be highly fact-specific. If you have any questions about these protections or would like to obtain further information, you should contact the Whistleblower Protection Officer.

## ***Botswana whistleblower laws***

Sandfire personnel in Botswana may also be entitled to whistleblower protections and have obligations under Botswana laws where the disclosure is made (usually by the Whistleblower Protection Officer) to a specified Botswana authority. For example, under Botswana law:

- personnel may make a protected disclosure relating to criminal and other unlawful conduct that is likely to be committed, even if the conduct has not yet occurred;
- it is an offence for recipients of disclosures to disclose the information the subject of the disclosure, or the identity of the disclosing party to a third-party (other than a specified Botswana authority which has been or will be notified), except in certain circumstances where they are obliged to do so by Botswana law; and
- it may be an offence under Botswana law for a person to:
  - fail to take adequate precautions to protect the identity of a discloser;
  - engage in any victimisation of a whistleblower;
  - make a deliberately false disclosure; or
- disclose to a third-party (other than a specified Botswana authority which has been or will be notified) the details of the alleged impropriety that was the subject of the disclosure.

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## **9. Investigations of disclosures under this policy**

### **9.1 Investigation process**

When you make a disclosure internally under this policy, your disclosure will typically be investigated as follows. This process may vary depending on the nature of your disclosure.

#### **Step 1**

The person who receives your disclosure will provide the information to the Whistleblower Protection Officer (or to the Company Secretary if the disclosure is about the Whistleblower Protection Officer), as soon as practicable, ensuring your identity is protected, unless you have consented otherwise.

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## Step 2

The Whistleblower Protection Officer (or the Company Secretary) will determine whether your disclosure is covered by this policy and a formal, in-depth investigation is required.

If an investigation is required, the Whistleblower Protection Officer will determine whether the investigation of your disclosure should be conducted internally or externally and appoint an investigator with no personal interest in the matter. The Whistleblower Protection Officer may consider an external investigation is appropriate to ensure fairness and independence or because specialist skills or expertise are required.

## Step 3

The investigator(s) will conduct the investigation in an objective and fair manner, ensuring that they give any employee who is mentioned in the disclosure an opportunity to respond to the allegations prior to any adverse findings being made against them. Those employees are also entitled to access the support services referred to in section 10.

If you can be contacted (including through anonymous channels), we will give you regular updates on the status of the investigation as appropriate, with the frequency and timing of such updates depending on the nature of your disclosure.

## Step 4

The outcome of the investigation will be reported to the Board (protecting your identity, if applicable) and may, if the Whistleblower Protection Officer considers appropriate, be shared with you and any persons affected by the disclosure as considered appropriate by the Whistleblower Protection Officer.

Appropriate records and documentation for each step in the process will be maintained by the investigator.

We encourage you to raise any concerns you have about the investigation of your disclosure (including breach of confidentiality) with the Whistleblower Protection Officer or the person to whom you made your disclosure.

## 9.2 Duration of investigation

Sandfire will aim to conclude the investigations within three months of receiving your disclosure. But that time may vary depending on the nature of your disclosure.

## 9.3 Sandfire may require further information to investigate disclosures

Sandfire may not be able to undertake an investigation if it is not able to contact you or receive additional information from you to fully investigate your disclosure. If you have made your disclosure anonymously, we suggest you maintain ongoing two-way communication with Sandfire, so Sandfire may ask follow-up questions or provide feedback. You may refuse to answer questions that you feel may reveal your identity at any time.

## 9.4 Investigation will be conducted in accordance with confidentiality protections

Subject to the exceptions allowed under section 7.1 of this policy or otherwise by law, the identity of a discloser (or information that is likely to lead to their identity becoming known) must be kept confidential at all times during and after the investigation (including in any reporting to the Board or to any persons affected).

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## 10. Support and practical protections

Sandfire has in place processes for protecting, supporting and monitoring the welfare of anyone who makes a disclosure. This includes risk assessment of any potential detriment, work adjustment considerations and support services such as access to professional and confidential counselling services through Sandfire's employee assistance provider.

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## 11. Board reporting

The Whistleblower Protection Officer will, where appropriate (whilst maintaining confidentiality in accordance with section 7.1), provide the Board or its delegated committee at least quarterly reports on all active whistleblower matters, which may include information on:

- the number and nature of disclosures made in the last quarter;
- the status of any investigations underway; and
- the outcomes of any investigations completed and actions taken as a result of those investigations.

The Board or its delegated committee will also be informed of any material incidents reported under this policy, including any information that may be materially price sensitive in accordance with Sandfire's Disclosure Policy.

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## 12. Training

Our Whistleblower Protection Officer(s) and all eligible recipients of disclosures must attend compulsory training organised by Sandfire on our processes and procedures for receiving and handling disclosures made under this policy, including training on confidentiality and the prohibitions against detrimental conduct.

Our employees (including those in any overseas-based operations) must attend compulsory training on our whistleblower program which will include information on how to make a disclosure, what the disclosure may be about, to whom a disclosure may be made, the protections and support available and when further information or independent legal advice might be sought.

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## 13. Non-compliance with this policy

Any breach of this policy by a Sandfire officer, employee or contractor will be taken seriously by Sandfire and may be the subject of a separate investigation and/or disciplinary action.

A breach of this policy may also amount to a civil or criminal contravention under the /applicable whistleblower laws, giving rise to significant penalties.

We encourage you to raise any concerns about non-compliance with this policy with the Whistleblower Protection Officer in the first instance. You may also lodge any concerns with ASIC, APRA or the ATO for investigation.

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## 14. Policy review

This policy must be reviewed by the Board or its delegated committee with the assistance of the Whistleblower Protection Officer at least every two years to ensure it is operating effectively. Any recommended changes must be approved by the Board or its delegated committee.

The Company Secretary (and, so long as there are two, either one of them) is authorised to make administrative and non-material amendments to this policy provided that any such amendments are notified to the Board or its delegated committee at or before its next meeting.

Sandfire will ensure any updates to this policy, its processes and procedures following a review are widely disseminated to, and easily accessible by, individuals covered by this policy. Where necessary, additional training will be provided.

## OPTIONAL – DISCLOSURE FORM

The Board of Directors of Sandfire Resources Ltd and its subsidiaries (**Sandfire**) is committed to fostering a culture of compliance, ethical behaviour and good corporate governance. Sandfire values teamwork, respect and integrity and wishes to encourage a culture where any officer, employee or contractor does not suffer detriment because of speaking up about potential misconduct concerns. Sandfire appreciates you taking the time to bring matters of concern to our attention; thank you for speaking up.

This form may be used by anyone who is or was a Sandfire officer (including a director or company secretary), employee, contractor or supplier to Sandfire (for example, consultants, service providers and business partners) or an employee of such a contractor or supplier, as well as a parent, grandparent, child, grandchild, sibling, spouse or dependant of any of these individuals.

This form is part of Sandfire's whistleblower program and is intended to assist you make a disclosure by email or post relating to Sandfire, or an officer or employee of Sandfire, under Sandfire's Whistleblower Protection Policy.

Use of this form (including provision of all information requested in it) is **optional** and it is open to you to make your disclosure in another way, including at <http://sandfire.stoplilereport.com/>.

You can provide this form to Sandfire by email, post or by hand via:

### **Whistleblower Protection Officer**

**whistleblower@sandfire.com.au**; OR

The Whistleblower Protection Officer  
Sandfire Resources Ltd  
Level 2, 10 Kings Park Road  
West Perth WA Australia 6005

**STOPline**, an independent and confidential external service operated on behalf of Sandfire:

**sandfire@stipline.com.au**; OR

C/O The STOPline  
P.O. Box 403  
Diamond Creek, VIC Australia 3089

## OPTIONAL – DISCLOSURE FORM

### Section A: Consent

<input type="checkbox"/>	I consent to my identity being shared in relation to this disclosure; or
<input type="checkbox"/>	I wish for my identity to remain anonymous <i>(If you wish to remain anonymous, you do not need to complete section B and Section C)</i>
<input type="checkbox"/>	I consent to being contacted about my disclosure <i>(If so, please complete Section C)</i>
<input type="checkbox"/>	I wish to receive updates about my disclosure <i>(If so, please complete Section C)</i>

### Section B: Personal Details

<b>Name:</b>	
<b>Address:</b>	
<b>Location:</b> (if applicable)	<input type="checkbox"/> Australia <input type="checkbox"/> United States <input type="checkbox"/> Botswana <input type="checkbox"/> Other
<b>Department / Team:</b> (if applicable)	
<b>Role / Position:</b>	

### Section C: Contact Details

<b>Preferred telephone number:</b> (this may be a private number; please include country and area code)	
<b>Preferred email address:</b> (this may be a private email address)	
<b>Preferred contact method:</b>	<input type="checkbox"/> Phone <input type="checkbox"/> Email <input type="checkbox"/> Mail <input type="checkbox"/> In person
<b>Best time to contact you:</b>	

## OPTIONAL – DISCLOSURE FORM

### Section D: Disclosure

All questions are optional – however, the more information that you provide, the easier it will be for us to investigate and address your concerns.

<b>1</b>	A description of your concerns, including: <ul style="list-style-type: none"><li>• Location</li><li>• Time</li><li>• Persons involved</li></ul> <p><i>(You are encouraged to include with this disclosure any supporting evidence you may hold – you can use box 7 or a separate page if you run out of space)</i></p>	
<b>2</b>	How did you become aware of the situation?	
<b>3</b>	Who was involved in the conduct, including any names, departments and position?	

## OPTIONAL – DISCLOSURE FORM

<b>4</b>	Does anyone else know about the matters you are concerned about?  <i>(If yes, please describe any steps you have taken to report or resolve your concern and the outcome, if applicable)</i>	
<b>5</b>	Do you have any concerns about you or any other person being discriminated against or unfairly treated because of this disclosure?	
<b>6</b>	Do you think the reported conduct might happen again?	
<b>7</b>	Please include any other details which you believe are relevant	

## **SANDFIRE RESOURCES**

Level 2, 10 Kings Park Road, West Perth WA 6005

T: +61 8 6430 3800 F: +61 8 6430 3849 E: [admin@sandfire.com.au](mailto:admin@sandfire.com.au)

[www.sandfire.com.au](http://www.sandfire.com.au)