

# Whistleblower Policy

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## 1. Introduction

### 1.1 Commitment

This Whistleblower Protection Policy (**Policy**) has been adopted by the Board to ensure concerns regarding unacceptable conduct including breaches of the Company's Code of Conduct can be raised on a confidential basis, without fear of reprisal, dismissal or discriminatory treatment.

### 1.2 Purpose of this Policy

The purpose of this Policy is to promote responsible whistle blowing about issues where the interests of others, including the public, or of the organisation itself are at risk.

### 1.3 Who is covered by this Policy?

This Policy applies to the Company's Directors and employees, the Company's contractors (including subcontractors) and employees of the Company's contractors, joint venture partners (who have agreed to be bounding by the Policy) and suppliers (each a **Company Person**).

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## 2. Conduct Covered by this Policy

The Company Persons are encouraged to report any conduct which is related to:

- (a) dishonest behaviour, fraudulent activities, corrupt practices or illegal activities;
- (b) conduct endangering health and safety or the environment;
- (c) a suspected breach of the Code of Conduct; and
- (d) a breach of any the Company policy.

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## 3. Reporting and Investigating Unacceptable Conduct

If a Company Person suspects that unacceptable conduct has occurred, then they should contact one of the following Authorised Officers:

- (a) Company Secretary; or
- (b) Managing Director.

A person can make a report by calling +61 8 9226 0110 or by email at [admin@metalthawk.com.au](mailto:admin@metalthawk.com.au).

Upon receiving a complaint, the Authorised Officer will determine who will investigate the matter.

The Company Person making the complaint will have the option of either:

- (a) identifying themselves; or
- (b) remaining anonymous.

An internal report on the outcome of the investigation, including any recommended actions, will be prepared by the Authorised Officer.

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## **4. Protecting Confidentiality and Privacy**

### **4.1 Confidentiality**

If a Company Person makes a report of unacceptable conduct under this Policy, and the Company is aware of that person's identity, the Company will make every reasonable endeavour to ensure that person's identity is protected from disclosure. The Company will not disclose the Company Person's identity unless:

- (a) the Company Person making the report consents to the disclosure;
- (b) the disclosure is required by law;
- (c) the disclosure is necessary to prevent or lessen a serious threat to a person's health or safety; or
- (d) it is necessary to protect or enforce the Company's legal rights or interests or to defend any claims.

### **4.2 Protecting the Company Person**

Company Persons who make complaints in good faith and without malice can rely on the protection afforded by this Policy. However, disciplinary action may be taken against an individual making malicious or vexatious allegations.

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## **5. General Reporting on Whistleblower Activity**

The Company Secretary will prepare reports which contain a general summary of the number and type of incidents identified or complaints received through the Company's internal reporting processes, together with a description of the nature and results of any investigation conducted as a result of a reported incident or complaint.

These reports will be provided:

- (a) to the Board at the end of any month where a report has been received by the Authorised Person from the Company Person (or at a frequency to be determined by Board from time to time); and
  - (b) to the Audit and Risk Committee (or the Board until such time that the Audit and Risk Committee is established by the Board).
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## **6. Review of this Policy**

The Company Secretary will use the reports provided under this Policy to monitor and review regularly the effectiveness of the whistleblower protection program described in this Policy.

The Board is responsible for reviewing this Policy to determine its appropriateness to the needs of the Company from time to time.

This Policy may be amended by resolution of the Board.

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## 7. Who to contact

Any questions relating to the interpretation of this Policy should be forwarded to the Company Secretary.

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## 8. Glossary

**ASX** means ASX Limited ACN 008 624 691 or the securities exchange operated by it (as the case requires).

**Authorised Officer** means Company Secretary or the Managing Director or any other person appointed by the Board from time to time.

**Board** means the Company's board of directors.

**Chairman** means the person appointed as the chairman of the Board from time to time.

**Company Secretary** means any person appointed as the company secretary of the Company from time to time.

**Director** means the persons appointed as directors of the Company from time to time.

**Company** means Metal Hawk Limited ACN 630 453 664.

**Company Person** means the Company's Directors and employees, the Company's contractors (including subcontractors) and employees of the Company's contractors, joint venture partners and suppliers.

**Policy** means this document or any amending or replacement document.