

WHISTLE-BLOWER POLICY

Ryan Wilks Pty Ltd is committed to the highest standards of conduct and ethical behaviour in all our business activities, and to promoting and supporting a culture of honest and ethical behaviour, corporate compliance and good corporate governance. We encourage the reporting of any instances of suspected unethical, illegal, fraudulent, or undesirable conduct involving our business, and will ensure that those persons who make a report shall do so without fear of intimidation, disadvantage or reprisal.

You may make a report under this policy if you believe that a Ryan Wilks Pty Ltd director, officer, employee, contractor, supplier, tenderer or other person who has business dealings with Ryan Wilks Pty Ltd has engaged in conduct which:

- is dishonest, fraudulent or corrupt activity, including bribery.
- is an illegal activity (such as theft, drug sale or use, violence, harassment or intimidation, criminal damage to property or other breaches of state or federal law).
- is unethical or in breach of Ryan Wilks Pty Ltd policies (such as dishonestly altering company records or data, adopting questionable accounting practices or wilfully breaching Ryan Wilks Pty Ltd Code of Conduct or other policies or procedure.;
- is potentially damaging to Ryan Wilks Pty Ltd, a Ryan Wilks Pty Ltd employee or a third party, such as unsafe work practices, environmental damage, health risks or abuse of Ryan Wilks Pty Ltd property or resources.
- amounts to an abuse of authority.
- may cause financial loss to Ryan Wilks Pty Ltd or damage its reputation or be otherwise detrimental to Ryan Wilks Pty Ltd interests.
- involves harassment, discrimination, victimisation or bullying.
- involves any other kind of serious impropriety.

You should in the first instance report your concerns to management who will treat the matter with complete confidence. If you are not satisfied with the explanation or reason given to you by management you should escalate the matter to a director of Ryan Wilks Pty Ltd. If you are not satisfied with the explanation or reason given to you by a director you should raise the matter with the appropriate origination or body e.g. The Police, the Environment Protection Agency or Workcover.

You will not suffer any detriment as a result of any genuine attempt to bring light matters or concern, However, if the procedure has not been invoked in good faith (e.g. for malicious reason or in pursuit of a personal grudge), then you may subject to disciplinary action up to and including dismissal.

This policy will be formally reviewed in May 2025



Ron Ryan

General Manager

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