



Wolff Mining Pty Ltd

EMPLOYEE CODE OF CONDUCT

Wolff Mining expects its employees to achieve and maintain a high standard of conduct and work performance to ensure it achieves its goals and objectives and is consistent with client and community expectations.

All employees in the course of their work at Wolff Mining:

- Will perform their duties with professionalism and integrity by providing full and accurate information to other employees, customers and other interested parties, subject to confidentiality of company/customer information
- Will not, without prior management approval, be involved in any activity that is in conflict with their employment at Wolff Mining
- Will not engage in behaviour or action that will bring the company into disrepute
- Are required to dress appropriately, in Company supplied uniforms and PPE where necessary, for the duties they perform
- Will not discriminate against, or harass a colleague or client
- Will be made aware of the Company's Human Resource policies and procedures
- Will always acknowledge and appreciate other people's work and ideas
- Will treat all Company records and information as confidential and details will not be disclosed except in the course of normal business

Employees who do not conform to this standard of conduct will be subject to disciplinary action.

A handwritten signature in black ink, appearing to read "Terry Wolff".

Terry Wolff
Director

1 September 2015