



Information Privacy Policy

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1. Introduction

At Alkane Resources Ltd ("we," "us," or "the Company"), we are committed to protecting your privacy. We handle personal information in compliance with the Australian Privacy Act 1988 (Cth) and the Australian Privacy Principles (APPs). This policy outlines how we collect, use, share, and protect your personal information.

2. Scope

This Privacy Policy applies to all personal information we handle in connection with our business operations, including information about employees, contractors, customers, suppliers, landowners, and other third parties with whom we interact.

3. Definitions

3.1 Personal Information:

Personal information is any information or opinion about an identified person or a reasonably identifiable person, regardless of whether the information is true or not.

3.2 Sensitive Information:

Sensitive information is a type of personal information that includes a person's racial or ethnic background, political opinions, religious beliefs, sexual orientation, health information, or criminal history.

4. Collection of Personal Information

4.1. Types of Information Collected

We may collect the following types of personal information:

- Names, addresses, and contact details of employees, contractors, and suppliers.
- Employment details, including qualifications and work history.
- Financial information, such as bank account details for payments.
- Health and safety details, especially for site workers and visitors.
- Information about landowners and any agreements or permissions related to our operations.
- Location data from vehicles and equipment to ensure operational safety.

We may also collect sensitive information with your consent or if required by law. 'Sensitive information' is defined in the Privacy Act as:



- information or an opinion about an individual's:
 - racial or ethnic origin
 - political opinions
 - membership of a political association
 - religious beliefs or affiliations
 - philosophical beliefs
 - membership of a professional or trade association
 - membership of a trade union
 - sexual orientation or practices
 - criminal record; that is also personal information
 - health information about an individual
 - genetic information about an individual that is not otherwise health information
 - biometric information that is to be used for the purpose of automated biometric verification or biometric identification, or
 - biometric templates.

4.2 How We Collect Information

We collect personal information through a variety of methods, including:

- Directly from you via forms, agreements, or during site visits.
- From third parties, such as recruitment agencies or contractors.
- Automatically through safety monitoring systems and cookies on our website.

4.3 Consent and Pseudonyms

We collect personal information with your consent. When possible, you may interact with us using a pseudonym (a made-up name) or anonymously. However, we may need your real name and details for certain situations, such as employment or contracts.

5. How We Use Personal Information

5.1 Why We Use Your Information

We use personal information for various purposes, including:

- Managing employment and contractor relationships, including payroll and safety compliance.
- Environmental and safety monitoring and reporting, as required by law.
- Engaging with landowners, community stakeholders, and regulators.
- Processing payments and managing financial transactions.
- Maintaining and updating operational and safety records.
- Complying with legal and regulatory obligations.
- Marketing and promotional activities with your consent.



5.2 Direct Marketing

We may use your contact details to send newsletters or project updates. We comply with the Spam Act 2003, ensuring you can opt out of these communications by using the unsubscribe link or contacting us directly.

6. Sharing Your Information

6.1 Third-Party Disclosures

We do not send personal information outside of Australia. We may share information with trusted third parties in Australia, including:

- **Service Providers:** IT service providers, auditors, and environmental consultants who need access to certain information to support our operations.
- **Related Entities and Business Partners:** When directly related to our business operations.

We will always obtain consent before sharing personal information and ensure that third parties meet privacy obligations.

6.2 Sharing Sensitive Information

Sensitive information will only be shared when:

- You provide consent.
- The disclosure is required by law.
- It is necessary to prevent a serious risk to health or safety.

7. Keeping Your Data Safe

7.1 Data Security

We use access controls, encryption, and other security measures to protect your personal information from unauthorised access or breaches.

7.2 Data Storage

Personal information is stored securely with third-party providers in Australia who meet our data security standards.

7.3 How Long We Keep Your Data

We retain personal information only for as long as necessary to fulfil the purpose for which it was collected or as required by law. Once no longer needed, we securely delete or destroy the information.



8. Accessing and Correcting Your Information

8.1 Access

You can request a copy of your personal information by contacting our Privacy Officer.

Julia Beckett
Privacy Officer
Alkane Resources Ltd
privacy@alkane.com.au

8.2 Correction

If your personal information is incorrect or outdated, you can request that we correct it. If we don't agree with the change, we will explain why.

9. Complaints

If you have concerns about how we handle your personal information, please contact our Privacy Officer. We aim to resolve your complaint within 30 days.

If unsatisfied with our response, you can escalate the matter to the Office of the Australian Information Commissioner (OAIC).

10. Data Breach Notification

In the event of a data breach that may affect your personal information, we will comply with Australia's Notifiable Data Breaches (NDB) scheme.

If the breach risks serious harm to you, we will notify you and the Office of the Australian Information Commissioner (OAIC) as soon as possible.

11. Website Privacy Statement

For website users, the following privacy statement applies:

Privacy Statement for Website:

At Alkane Resources Ltd, we respect your privacy. Our website collects personal information (such as your name, email, and browsing data via cookies) to help improve your experience.

We do not share this information with third parties unless required by law. For more details, please refer to our full Privacy Policy.



If you have any questions or concerns, contact our Privacy Officer, Julia Beckett, at privacy@alkane.com.au or +61 8 9227 5677.

12. Changes to This Policy

We may update this Privacy Policy to reflect changes in the law or our practices. Any updates will be posted on our website, and we will notify individuals subscribed to updates. This policy will be reviewed annually or sooner if required.

13. Next Revision Date

This Privacy Policy will be reviewed on annually, or sooner if law or operational changes are required.

14. Glossary of Terms

- **Personal Information:** Information that can identify an individual, such as their name or email.
- **Sensitive Information:** Special types of personal information, like health records or racial background.
- **Pseudonym:** A made-up name that hides your real identity.
- **Cookies:** Small pieces of data stored on your computer by websites.
- **Encryption:** A method of securing data to protect it from unauthorised access.

15. Contact Details for the Privacy Officer

For any questions or concerns regarding this policy or your personal information, please get in touch with our Privacy Officer:

Contact Details:

Julia Beckett
Privacy Officer
Alkane Resources
privacy@alkane.com.au