

Social Functions Policy

1 Statement

At Magnetite Mines Limited (“the Company”), we recognise that socialising between co-workers, management, and other stakeholders can help to build morale, celebrate achievements and facilitate positive and productive working relationships.

The Company may organise work-related and work social functions from time to time and employees and other workers may attend industry or like functions in the course of their employment or engagement (“workplace functions”). These workplace functions may be held on work premises or at another venue. Third parties may also attend these workplace functions on occasion.

This Workplace Functions Policy (“the policy”) outlines the Company’s expectations of each of you when attending workplace functions, to ensure our people can enjoy these events safely, professionally and with respect for themselves and others.

This policy does not form part of your employment contract, or contract of engagement, with the Company and may be updated, varied, removed or replaced at any time. In so far as this policy imposes any obligations on the Company, those obligations are not contractual and do not give rise to any contractual rights.

2 Role Application of Policy

This policy applies to all employees, as applicable, contractors of the Company. It applies at all times, including at afterwork drinks, end of year events and team lunches and when you are with consultants, contractors and other stakeholders.

The Company:

- (a) requires your strict compliance with this policy. Failure to comply with this policy will be viewed seriously and could result in disciplinary steps being taken against you, which could include the termination of your employment or engagement; and
- (b) will not accept liability for any damage caused to its property or third-party property or injury to any person arising from or associated with a person being in breach of this policy and/or any applicable law.

This policy forms part of the Company’s work health and safety management system and should be read in conjunction with other Company policies, including as outlined below.

3 Policy Detail

3.1 Standards and expectations of everyone

Employees and contractors (where applicable) must conduct themselves in a professional and responsible manner during workplace functions. It is your responsibility to comply with this policy and you are expected to meet the following standards:

- (a) The Company recognises that employees and contractors (where applicable) may consume alcohol at workplace functions. If alcohol is served during a workplace function, you must take a responsible approach to personal alcohol consumption and must:
 - (i) not consume alcohol in a manner that adversely affects their behaviour or reflects negatively on themselves or the Company;
 - (ii) not to return to work, commence work, or drive a vehicle after consuming any alcoholic beverages;
 - (iii) conduct themselves in a manner that:
 - is respectful of others, and of Company property or other facilities (such as where a workplace function is held at a different venue); and
 - which aligns with the values set out in the Company's Code of Conduct.
- (b) Equal opportunity and anti-discrimination are a high priority within the Company and you are required to be mindful of your behaviour. You must comply with the Company's EEO, Anti-Discrimination, Harassment and Bullying Policy in all interactions with each other, consultants and contractor's in attendance in attendance, venue staff and members of the public.
- (c) Abusive language and threatening or violent behaviour are not permitted in any work situations including during workplace functions.
- (d) You are required to treat all Company property or other facilities (such as where a workplace function is held at a different venue) with respect and care.

Use, possession, distribution and/or sale of drugs prohibited by law is prohibited at workplace functions. For the avoidance of doubt, such drugs also include prescription medication that is not prescribed to the person. Any person found to be in possession of, or distributing or selling, illegal drugs will be referred to the proper authorities and may be subject to disciplinary action or termination of engagement.

Any person who management considers to be unfit to remain at a workplace function due to the effects of drugs or alcohol will not be permitted to remain at the workplace function. Employees are encouraged to notify their manager, and contractors are encouraged to notify management, if they suspect they or another person is unable to remain at a workplace function due to the effects of alcohol or drugs.

3.2 Additional responsibilities of managers

Managers are additionally responsible for:

- (a) Encouraging a culture that promotes a safe and healthy work environment, including at workplace functions and social events.
- (b) Ensuring suitable communication of this policy within their teams and providing appropriate guidance and supervision on same.

4 Other policies, additional information and support

This policy should be read in conjunction with other relevant Company policies, including:

- (a) Alcohol & Drugs Policy;
- (b) Code of Conduct;
- (c) EEO, Anti-Discrimination, Harassment and Bullying Policy;
- (d) Discipline & Termination Policy.

Any questions about this policy, or requests for support or guidance should be directed to your manager or the Chief Executive Officer.