

## **CORPORATE GOVERNANCE - ONGOING EDUCATION FRAMEWORK**

### **Purpose**

The purpose of the Ongoing Education Framework (“Framework”) is to facilitate the education of Directors and employees so they are equipped with the general and technical knowledge required to carry out their duties and understand the business of the Company. The goal of this Framework is to provide the skills and governance to ensure compliance and best practice in all areas of the business.

### **Application**

All Directors, executives and employees.

### **Legislative Framework**

The operations of the Company are regulated by a number of legislations and regulatory bodies. These include:

ASIC / Corporations Act 2001 (Cth)

ASX / ASX Listing Rules & ASX Corporate Governance Council Guidelines

DMP / Mining Act 1978 (WA)

EPA / Environmental Protection Act 1986 (WA)

Relevant accounting standards education

### **Who Provides the Education?**

Education may be provided by management and staff, legislative and regulatory bodies, third parties, education institutions, etc, as appropriate.

#### Induction

- Procedures manuals
- Policies & procedures

#### Internal education

- Key developments within the Company
- Industry development
- Risk management
- Safety systems

#### External education

- Legislation
- Technical courses



### **Requests for Education**

Directors and staff wishing to undertake external education opportunities are required to make a request to the Managing Director. The request should include, an outline of the course/seminar, a summary of how the course/seminar will benefit of the staff member and the Company, the dates and times of the course/seminar and associated costs. Should these requests be granted, attendees are requested to share their education experiences with relevant staff within the organisation; formally or informally as appropriate. The Company will hold at least one Board Meeting per year on site for the purpose of further educating the Board on the Company's operations. All Directors will be allowed to attend at least one relevant conference per year

### **Provision for Education**

Employees will be granted up to 20 hours of education and development leave during work hours within any calendar year to participate in position- or career-related education opportunities. Requests for education will be assessed on a case by case basis as above. Education required for maintaining licences or professional membership may be excluded from this allowance.

### **Responsibility**

While the Company may provide internal and external ongoing education for employees, this information should not be taken as a sanctioned means of compliance. The officeholder or executive always has responsibility to determine the most suitable compliance mechanism.

### **Approval / Review / Amendment History**

This Framework will be formally reviewed by the Board every 3 years.