# **COMPANY POLICY**



GMD-CORP-POL-1003

# **Privacy Policy**

# Purpose:

Genesis Minerals (hereinafter referred to as "we," "our," or "us"), is committed to protecting the privacy and security of your personal information. This Privacy Policy outlines our practices concerning the collection, use, disclosure, and protection of personal information. We adhere to Australian privacy laws and regulations, including the Privacy Act 1988 and the Australian Privacy Principles (APPs).

# Types of Personal Information we collect

We may collect and process the following types of personal information to the extent it is used in the running of the Company:

**Contact Information**: Name, address, email address, phone number, and other similar contact details.

**Identification Information**: Date of birth, driver's licence number, passport number, and other identification documents.

**Employment Information**: Job title, work history, qualifications, and related information.

**Financial Information**: Bank account details, payment information, and other financial data.

**Health and Safety Information**: Medical records, incident reports, and other health and safety-related information.

**Usage Information**: Information about your interactions with our website, including IP address, browser type, and cookies.

#### **How we collect Personal Information**

We may collect personal information through various means, including:

- Direct interactions with you (e.g., when you provide information in person, by phone, or through our website).
- Automated technologies (e.g., cookies and web analytics tools).
- Third-party sources (e.g., recruitment agencies, background checks, government agencies, and credit reporting agencies).

#### Purposes for collecting and using Personal Information

We collect and use personal information for the following purposes:

- To manage our minesites.
- To maintain health and safety records.
- ► To process payments and financial transactions.
- To respond to enquiries and requests.
- To comply with legal and regulatory requirements.
- For marketing and communication purposes (with your consent).

## **Disclosure of Personal Information**

We may disclose personal information to:

- Third-party service providers and contractors who assist in the provision of our services if required for Company business.
- Government authorities, regulatory bodies, and law enforcement agencies when required by law.
- Other third parties with your consent or as otherwise required if permitted by law.

## **Security of Personal Information**

We take reasonable measures to protect your personal information from unauthorized access, disclosure, alteration, or destruction. These measures include data encryption, secure access controls, and regular security assessments.

#### **Access and Correction**

You have the right to access and correct your personal information held by us. Please contact us using the details below to exercise these rights.

#### **Complaints**

If you have concerns about how we handle your personal information, please contact us using the details provided below. We will investigate and respond to your complaint in a timely manner.

# **Changes to this Privacy Policy**

We may update this Privacy Policy from time to time to reflect changes in our practices or legal requirements. Any updates will be posted on our website with the updated date.

#### **Contact Us**

If you have questions, concerns, or requests related to this Privacy Policy or your personal information, please contact us at:

Level 7 40 The Esplanade Perth WA 6000 or PO Box Z5024

St Georges Tce WA 6831

or

info@genesiminerals.com.au

Raleigh Finlayson
Managing Director
Genesis Minerals Limited

Last Review: September 2023 Next Review: September 2025