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## INTERIM ARI BEHAVIOURAL CODE

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*Australian Registry Investments [ARI] is committed to providing a workplace where employees and contractors operate in a fair, honest and transparent manner.*

*This Interim Behavioural Code is based on an expectation that all employees, contractors and visitors to LPI will be treated with fairness and respect. The ARI Board, ARI Management and the LPI Leadership Team are committed to this Behavioural Code in order to care for our business, people, customers and reputation.*

*The purpose of this Behavioural Code is to guide all directors, employees and other persons that act on behalf of the company, to perform their job in line with high ethical standards and applicable legal requirements.*

*At all times, ARI expects employees to be honest in their dealings with customers, colleagues and work efforts. We seek to provide a work environment where team members feel empowered to challenge the status quo, generate ideas and enjoy recognition for high performance.*

*ARI commits to providing a workplace which is free from any type of harassment and if made aware of inappropriate, unreasonable or unsafe behaviours, will act immediately to address the misaligned behaviour.*

### **Key Policies [interim]**

ARI has adopted key policies that govern the business conduct and how employees, consultants and contractors must conduct themselves in the pursuit of the company objectives.

These interim policies include:

- Anti-Discrimination, Bullying and Harassment Prevention
- Workplace Health and Safety
- Drugs and Alcohol
- Email and Internet Use
- Confidentiality and Privacy
- Gifts and Gratuities

### **Reporting of Serious Concerns**

Employees and contractors are encouraged to refer to policies, or their Team Leader or Manager if they have a concern about any conduct that may breach the policies. If in doing this an employee or contractor is not able to obtain a satisfactory response to their concern, or the concern is of a serious nature that could affect the whole company and its reputation, employees may escalate their concerns to another leader in the business or seek the support of peer to escalate accordingly.

### **Consequences of breaches of the Behavioural Code**

ARI requires its employees to comply with all company policies.

A critical area of compliance is the company's Workplace Health and Safety policy with the supporting management system that requires employees and contractors maintain familiarity with and comply with all relevant safety regulations affecting their work and work areas.

Employees and contractors should also familiarise themselves with ARI's whistleblowing policy 'Dealing with Serious Concerns' which details the arrangements in place to assist employees in reporting known or suspected instances of inappropriate conduct including Behavioural Code breaches.

A breach of the Behavioural Code or company policy will result in disciplinary action and may result in summary dismissal. You should be aware that some breaches could also result in civil or criminal action.

If you need more information or are unsure of ARIs expectations or your obligations in relation to the Behavioural Code or any the company's policies, we encourage you to speak with your Manager. Human Resources can also provide assistance where necessary.