

## Whistle-blower Protection Policy

### 1. Purpose

LaserBond is committed to a high standard of good corporate governance, conduct and ethical behaviour in all business activities, and investor confidence. This policy is to promote and support this commitment by encouraging the reporting of any instances of suspected unethical, illegal, fraudulent or undesirable conduct without fear of intimidation or retribution.

### 2. Reportable Conduct

The aim of this policy is to ensure any person has the confidence to raise concerns about conduct by a LaserBond director, officer, employee, contractor, supplier, consultant or other person with business dealings with LaserBond who appears to have engaged in reportable conduct; which includes:

- a) Dishonest, fraudulent or corrupt activity, including bribery or other **activity in breach of LaserBond's Anti-Bribery & Corruption Policy**
- b) Illegal activity, including theft, violence, harassment or intimidation, criminal damage to property or other breaches of law).
- c) Unethical conduct, including any breach of LaserBond policies.
- d) Activity potentially damaging to LaserBond, an employee or third party.
- e) Abuse of authority
- f) Activity that may cause financial loss or damage to the reputation of LaserBond.
- g) Activities involving discrimination or bullying.
- h) Any breach of the Corporations Act, including (but not limited to) insider trading, insolvent trading, breach of continuous disclosure rules, falsification of accounts, and a director or officer not acting in the best interest of the business/

### 3. Reporting Methods

It is expected that if a person becomes aware of any issues or behaviour considered to be reportable conduct is reported in one of the following two ways:

- a) Raise the matter with your immediate supervisor, manager or another senior employee within your division / business unit. The person in receipt of the report must take the matter to a Whistle-blower Protection Officer (WPO), ensuring the protection of whistle-blowers is adhered to as per paragraph 5 of this policy.
- b) Raise the matter directly with a WPO, currently:

HR & WHS Manager  
Carlie Junge

Phone: 02 4631 4500  
Email: [carliej@laserbond.com.au](mailto:carliej@laserbond.com.au)

It is the WPO's responsibility to engage an appropriate Board Member during the investigation process.

A report may be made anonymously if preferred, however this will likely affect the ability to investigate the matter properly due to the inability to communicate with the person reporting.

## 4. Investigation Process

The investigation process will vary depending on the nature of the conduct being reported. The initial purpose of any investigation will be to substantiate any concerns raised, and subsequently rectify any wrong doing uncovered. The investigation will be thorough, objective, fair and independent of the person reporting the conduct, anyone who is the subject of the reported conduct and any division / business unit concerned.

The person reporting the conduct will be advised of the outcome of any investigation from the report, subject to privacy and / or normal confidentiality requirements.

## 5. Protection of Whistle-Blowers

LaserBond is committed to confidentiality for all matters raised under this policy and those reporting in good faith are treated fairly and do not suffer any disadvantages.

### a) Protection of Identity

Subject to legal compliance, upon receiving a report LaserBond, including any person involved in receiving or investigating the report, will not disclose your identity as a whistle-blower unless consent is received to do so. Any disclosure consent provided will be on a strictly confidential basis (unless requested by ASIC, APRA or the Australian Federal Police)

### b) Protection of Investigation Records

All records of the investigation of any report will be retained under strict security. Any release of information to any persons not involved in the investigation will be considered a breach of this policy **and will be dealt with under LaserBond's disciplinary policies.**

### c) Fairness

Any person subjected to detrimental treatment as a result of making any report should advise a Whistle-blower Protection Officer.

The Corporations Act provides special protection to disclosures relating to breaches of the Act so long as certain conditions are met when reporting.

It is important to note that making a report may not protect the whistle-blower from any consequence from the investigation based on their involvement in the reportable conduct. However, cooperation, an admission and remorse may be taken into account when considering any action.

Further, if a report is found to be deliberately misleading, false or fraudulent in any manner the whistle –blower may be subject to disciplinary action.

