

# PEOPLE AND CULTURE POLICY

## 1. PURPOSE

BCI Minerals Limited and its wholly owned subsidiaries (BCI or Company) are committed to fostering an inclusive, high-performing, and diverse workforce. This People and Culture Policy sets out the principles that support BCI in meeting this commitment and aligning workplace culture with BCI's vision and values.

## 2. POLICY STATEMENT

We will:

- **Uphold Respect, Diversity, and Inclusion:** Promoting and encouraging a workforce culture of respect, diversity, inclusion, and a workplace free from discrimination, bullying, victimisation, and harassment.
- **Support Employee Wellbeing:** Promoting a work environment that supports employees' physical, mental, and emotional wellbeing, fostering motivation and a positive, high-performing culture.
- **Maintain a Safe Work Environment:** Ensuring a safe, productive and compliant work environment free from physical and psychosocial harm.
- **Ensure Fair and Equitable Recruitment:** Ensuring recruitment and selection processes are fair and equitable, and hiring decisions are free of bias and based on values, competency, and experience to attract the most suitable person for the role.
- **Offer Competitive Compensation:** Ensuring employees are rewarded fairly and competitively according to job level, market trends, individual skills, experience, performance and values alignment.
- **Support New Employees:** Offering a comprehensive onboarding program that embeds our company vision, purpose, culture, policies, procedures, performance measures, and accountabilities.
- **Ensure a Qualified and Competent Workforce:** Ensuring all employees are adequately qualified, trained, and competent to carry out the work processes for which they have been employed.
- **Adhere to Training Standards:** Meeting both regulatory and organisational requirements as outlined in Training Standards and Procedures.
- **Promote Continuous Learning:** Empowering employees to take ownership of their personal and professional growth by providing a range of opportunities, tools and assistance.
- **Provide Transparent Performance Management:** Committing to transparent performance management processes that contribute to achieving business and personal goals which are recognised and rewarded and address behaviour misaligned to our values and Code of Conduct, including through disciplinary processes where required.
- **Foster Open Communication:** Encouraging open and transparent two-way communication and feedback on employee accountabilities, performance, and development.
- **Respect and Protect Privacy:** Respecting and protecting the privacy of BCI employees as well as the privacy of others.
- **Undertake Regular Policy Review:** Periodically reviewing this policy to ensure its effectiveness and relevance to the organisation's evolving needs.
- **Encourage employee feedback:** Supporting and encouraging employees to speak up if our values, Code of Conduct or policies are not being followed.

## DOCUMENT CONTROL

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