



IGO GROUP COMMUNITY STANDARD 2

ABORIGINAL EMPLOYMENT & BUSINESS DEVELOPMENT

INDEPENDENCE GROUP NL





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1. OVERVIEW

In accordance with our Company values, IGO's Diversity & Inclusion Strategy, the 2013 International Council on Mining and Metals (ICMM) Position Statement on Indigenous Peoples and Mining and IGO's Community Policy, IGO seeks to support both a pathway to employment and the creation of real employment opportunities for Aboriginal people, many of whom are Traditional Owners on whose land IGO operates.

2. APPLICATION

This Standard applies to all IGO operations.

3. IGO UNDERTAKINGS

IGO seeks to support both a pathway to employment and the creation of real employment opportunities for Aboriginal people. To this end IGO will:

- Support education, vocational & job readiness training;
- Promote employment opportunities;
- Implement a supportive pre-employment process;
- Apply a preferential selection process;
- Promote a culturally sensitive workplace; and
- Impose clear requirements on major contractors with regard to employment of Aboriginal people.

In all our actions and business process, all IGO employees are subject to our Code of Conduct.

4. EDUCATION, VOCATIONAL & JOB READINESS TRAINING

IGO will actively support the education of Aboriginal people through:

- IGO's Community Development and Assistance Program (CDAP) funded in accordance with our Corporate Giving Standard, or where appropriate; and
- Relevant provisions contained in applicable agreements between IGO and the Traditional Owners.

5. PROMOTE EMPLOYMENT OPPORTUNITIES

IGO will establish business protocols to promote employment opportunities for Aboriginal people.

Where a Traditional Owner's representative body exists for an IGO mine site or project area, IGO will endeavor to come to agreement with that representative body as to how this is best achieved.

6. SUPPORTIVE PRE-EMPLOYMENT PROCESS

IGO acknowledges the profound disadvantage faced by many Aboriginal people as a consequence of our recent and past history. This history has created a legacy of issues that, given the application of our normal recruiting processes and standards, may preclude the employment of some Aboriginal people from the outset of the recruiting process. IGO undertakes to give its support to Aboriginal people in the pre-employment process. Specifically, IGO will consider the issues of criminal records, substance abuse and physical capability in the pre-employment process.

6.1 Criminal Records

IGO requires all job applicants (and employees) to disclose specific criminal record information relevant to the inherent requirements of the job for which they are applying (or already hold). Criminal record checks are a prerequisite of the pre-employment process, however their completion is subject to the consent of the job applicant or current employee.

The relevance of a job applicant or employee's criminal record will be assessed on a case-by-case basis against the inherent requirements of the role he or she would be required to perform. A criminal record is not generally an absolute bar to a person's employment.

6.2 Physical Capability

IGO requires job applicants to have the physical ability (functional capacity) to perform the tasks inherent to the job for which they are applying. This requirement serves both the interests of the individual and IGO; nobody wants to be injured in the work place and we have a duty of care to our employees. Many of the tasks on a mine site are physically demanding, as is the work environment and sophisticated medical care is often some hours away from site. As such, IGO requires the completion of a pre-employment medical for short-listed job applicants.

In order to support the engagement of Aboriginal people, where practical and or as agreed with Traditional Owners, IGO will establish a Job Readiness Training Program that includes physical fitness reviews and training relevant to the job type on offer.

6.3 Substance Abuse

As part of the pre-employment process, IGO requires all potential employees to participate in drug and alcohol testing (a regime that persists through the term of one's employment with IGO). IGO will not employ anyone who fails this pre-employment testing process.

In order to support the engagement of Aboriginal people, where practical and or as agreed with Traditional Owners, IGO will establish a Job Readiness Training Program that includes drug and alcohol testing. The results of the testing in the Job Readiness Training Program will not be provided to IGO. Rather, the results will be provided to the potential employee during the pre-employment process. It is intended that this process educate applicants about the potential consequences of their behavior and the necessity of a workplace where workers are fit for work.

7. PREFERENTIAL SELECTION

In the selection of employees, where two substantially equally qualified candidates are identified, and one is an Aboriginal person, all other things being equal, that Aboriginal person will be offered the role.

8. PROMOTE A CULTURALLY SENSITIVE WORKPLACE

8.1 Liaison Officer

IGO will employ a person whose duties will include the role of Liaison Officer (or equivalent position with an alternate title). The Liaison Officer's duties shall include various human resources and recruitment functions in relation to Aboriginal employees, and as mentor and guide both to Aboriginal employees and their supervisors.

The Liaison Officer will work with the relevant representative bodies to identify candidates for both the available jobs and the Job Readiness Training Program.

8.2 Cultural Awareness

All permanent IGO employees, and employees of contractors who will remain on site for more than twelve (12) months, are required to complete Cultural Awareness Training.

8.3 Disputes arising from cultural matters

In the event of any unresolved dispute or concern raised by, or in relation to, an Aboriginal employee, and given that the matter may be reasonably regarded as being of a cultural nature, IGO line-management will direct the matter to the Liaison Officer or IGO's Sustainability Manager, for the purpose of taking advice and reaching an outcome that serves, as far as possible, the interests of all involved.

8.4 Management of change

Change is a common challenge for all employees in all industries including the mining industry. The mining industry is particularly dynamic and change is frequent. Mines have a finite life and contractors come and go. IGO will work with all employees, and specifically Aboriginal employees, in the event that IGO is required make changes to their employment circumstances or that of their co-workers.

9. IGO'S REQUIREMENTS OF CONTRACTORS

IGO is committed to the employment of Aboriginal people on our mines and projects. To give effect to this commitment, IGO will require that all major contractors and sub-contractors (defined as a contractor who has ten or more site-based employees in low-skill or operator level roles) who provide services to our sites, to take all reasonable steps, acting in good faith, to train, promote and employ Aboriginal people in the performance of the work under the Contract.

Specifically IGO will require the contractor to develop and maintain an '**Aboriginal Employment Policy**'. This policy must:

- Materially conform to this IGO Standard;
- Include a statement of commitment to employing Aboriginal People; and
- Be publicly available, communicated to the contractor's line-management and displayed in the workplace.

9.1 Requirements for Aboriginal employment

The contractor must provide reasonable prior notice to IGO's Liaison Officer, or the IGO Representative, of any vacancies for on-site manual, operator or low-skilled jobs.

To assist in the identification of potential Aboriginal candidates, IGO's Liaison Officer, or IGO Representative, will provide the contractor with the names and contact details of potential candidates if any are available.

Without seeking to limit or constrain any other aspects of the contractor's recruitment process, the contractor shall apply the principles of preferential selection as defined in Section 7 of this Standard.

Where appropriate and practicable, IGO will encourage contractors to seek funding from the State and Federal governments to offset the cost of training and any restrictions that may limit the productivity of Aboriginal employees.

IGO will, within the constraints of the law, require major contractors to keep records enabling them, as far as practical, to enumerate the number of Aboriginal employees, and the funding they have received to support their employment.

IGO will require major contractors to report to IGO's Representative:

- the number of their Aboriginal employees on site, the roles they perform and the duration of their service; and
- the source and sum of funding received from government agencies for the purpose of training Aboriginal employees working at an IGO site.

This reporting must be completed every six (6) months.

IGO retains the right to publicly disclose all and any information pertaining to the contractor's employment activities with regard to Aboriginal People.

9.2 Job Readiness Training Program

From time to time IGO will run a Job Readiness Training Program for Aboriginal People.

Subject to agreement with the contractor, IGO will, from time to time, place one or more suitable Aboriginal trainees with the contractor such that they further develop the individual's workplace skills. It is expected that the contractor will make all reasonable endeavours to accommodate such trainee placements.

10. ENGAGEMENT OF ABORIGINAL BUSINESSES

IGO will work with the relevant representative bodies, where applicable, to establish process to support businesses owned and operated by Aboriginal people. Typically, such arrangements will be addressed in associated land use agreements or by such other mechanism as mutually agreed.

IGO will deliberately and specifically seek to identify contract works that might be suitable for local Aboriginal businesses.

IGO issues tenders for such contract works. IGO will consider all tenders on their technical and commercial merits. However, in circumstances where two entities are found to be equal, IGO will engage the Aboriginal business.

11. PROMOTING AWARENESS OF THIS STANDARD

IGO will promote awareness of this Standard among both our employees and contractors through dedicated training sessions.

Where applicable, IGO will work with the relevant representative bodies, in the areas in which we operate to promote awareness of this Standard, and the resultant employment pathway opportunities and the job opportunities that become available.

12. PUBLISHING INFORMATION ON ABORIGINAL EMPLOYMENT & BUSINESS ENGAGEMENT

IGO will report on its performance in relation to this Standard in IGO's Annual Sustainability Report.