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## Employment & Personnel Management Policy

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Australian Silica Quartz Group Ltd is committed to maintaining sound employee relations throughout the Company that facilitate high quality communications and promote harmony and efficiency within the organisation.

Managerial decisions shall be made with the approach of being ethical, honest, fair and consistent with our employees and contractors.

Underlying this policy are the following objectives:

- Compliance with all relevant employee and industrial relations legislation;
- Development and implementation of high quality employee relations management plans and agreements in line with project requirements;
- Employing suitably qualified and competent personnel through the diligent utilisation of company employment procedures;
- The implementation of Health and Safety Policies and the supporting Safety Management System procedures to provide a safe working environment for all employees and contractors;
- Maintain a harmonious work environment through early identification and management of employment issues;
- Sound management of dispute resolution, termination and redundancy processes; and
- The provision of leadership and innovation in the management of industrial and employee relations issues.

The achievement of these objectives will ensure a mutually beneficial outcome for employees, contractors and the Company.