

Sandvik Rock Processing Australia Pty Limited (SRPAU)

SRP Privacy Policy – Australia

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1 Background and purpose

In accordance with the Privacy Act 1988 (Cth) (“Privacy Act”) and the Australian Privacy Principles (“APPs”), this Privacy Policy outlines how Sandvik Rock Processing Australia Pty Limited in Australia (“SRP Australia”) collects, holds, uses, discloses, and otherwise manage your Personal Information.

SRP Australia collects Personal Information in order to conduct its business and comply with a range of legislative requirements.

The objectives of this Policy are to:

- a) ensure that the SRP Australia protects the privacy of all Workplace Participants and third parties;
- b) ensure provisions for secure record maintenance and storage; and
- c) explain how SRP Australia complies with its privacy obligations and how it manages the Personal Information it collects.

2 Definitions

In this Policy:

a. Data subject

Means any living individual whose personal data SRP Australia is processing.

b. Health Information

Means a subset of Sensitive Information which includes, information or an opinion about:

- i) the health, including an illness, disability or injury, (at any time) of an individual; or
- ii) an individual’s expressed wishes about the future provision of health services to the individual; or
- iii) a health service provided, or to be provided, to an individual, that is also Personal Information; and

c. Personal Information

Means information or an opinion about an identified individual or an individual whose identity can reasonably be ascertained, whether the information or opinion is true or not, and whether the information or opinion is recorded in a material form or not. Personal Information relates only to individuals (that is, natural persons) and not companies or other organisations. However, Personal Information may relate to individuals working for companies or organisations.

d. Sensitive Information

Sensitive Information is a special subset of Personal Information and includes information about an individual’s race or ethnic origin, political opinions or memberships of political associations, religious and/or philosophical beliefs or affiliations, membership of a professional, trade association or trade union, gender or sexual preferences, criminal record and Health Information.

e. Workplace Participant

Means an Employee of SRP Australia, as well as any other person who performs work for SRP Australia (which includes but is not limited to consultants, contractors, and employees of a labour

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hire organisation that has been assigned to work in the business of SRP Australia, either at or away from the premises of SRP Australia).

3 Audience

This Policy applies to the following entities within the Sandvik Group:

- a) Sandvik Rock Processing Australia Pty Limited

This Policy applies to all existing and prospective employees, directors, officers of SRP Australia and external third parties.

By providing SRP Australia with the Personal Information (as defined below), employees indicate to SRP Australia that they have read and fully understood this Policy and, where required, have been able to seek clarification from SRP Australia on any issues that they required guidance on.

If employees do not wish to provide Personal Information to SRP Australia, then they do not have to do so. However, in doing so, this may impact the role and tasks that they are engaged to perform for SRP Australia.

4 Types of personal information collected

SRP Australia may collect and hold personal information about you, that is, information that can identify you and is relevant to providing you with the products or services you are seeking. SRP Australia may collect:

- a) your name, email address, facsimile number, telephone numbers, residential or business address, credit card or banking details and any other personal information you provide;
- b) information provided when you send an email, place an order or otherwise communicate with us; and
- c) information provided when logging onto our website or other websites used for recruitment. Our server automatically records information your browser sends when it connects to a website, including information provided by you through your use of any downloading or ordering facilities on our website.

SRP Australia may also collect and hold sensitive information about you. Sensitive information that SRP Australia collects may include personal information about a person's racial or ethnic origin, political opinion, membership of a political association, religious beliefs or affiliations, philosophical beliefs, membership of a professional or trade association, membership of a trade union, sexual orientation or practices, criminal record, genetic information or health information.

5 Collecting personal information

SRP Australia will generally collect personal information directly from you:

- a) through any of our standard forms (including any form available on our website);
- b) over the internet and through our website (including when you access our website through a smart phone or tablet or by any other means);
- c) via email or other forms of electronic communications; and

There may, however, be some instances where personal information about you will be collected indirectly (e.g. from third parties) because it is unreasonable or impractical to collect personal information directly

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from you. SRP Australia will usually notify you about these instances in advance, or where that is not possible, as soon as reasonably practicable after the information has been collected.

If the personal information you provide to us is incomplete or inaccurate, or if you fail to provide the relevant personal information to us, we may be unable to provide you with the products or services you are seeking.

6 Providing personal information through our website

When you visit the website of SRP (www.rockprocessing.Sandvik) or use our online resources, we may collect the following generic information about you:

- a) server address;
- b) your Internet Protocol ('IP') address (which, in general terms, is a unique code assigned to your computer when it is connected to the Internet);
- c) details of the data downloaded from our server (such as web pages) and when it was downloaded. d) the date and time of your visit to the site;
- d) the previous site you visited;
- e) if you've visited our site before; and
- f) pages you access after you leave our website.

SRP Australia uses this information solely for statistical analysis, system administration and similar purposes. Although, in some circumstances, it may be possible to identify you from this information, SRP Australia does not use this information for this purpose and does not disclose the information to any third party.

For more information regarding the use of cookies the information is provided directly on the website, the cookie privacy policy can also be found under the cookies settings. Our website may contain links to other websites. We are not responsible for the privacy practices of linked websites and linked websites are not subject to our privacy policies and procedures.

7 Purpose of collection and use of personal information

The personal information that we collect and hold about you, depends on your interaction with SRP Australia. Generally, SRP Australia will collect, use and hold your personal information if it is reasonably necessary for or directly related to the performance of our functions and activities and for the purposes of:

- a) providing our products and services;
- b) processing your inquiries and orders;
- c) improving our products and services;
- d) advising you of additional products and services or information which may be of interest to you;
- e) developing existing and new products and services;
- f) maintaining and updating our business infrastructure and systems;
- g) promoting and advertise our other products and services to you; and

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- h) facilitating our internal business operations, including the fulfilment of any legal requirements.

Generally, we only use or disclose your personal information for the purposes for which it was collected (as set out above). SRP Australia may also disclose your Personal Information to:

- a) our officers, employees and other personnel, agents, related entities, contractors, partners, principals, licensors, service providers and members (Affiliates), who assist us in operating our business, and these Affiliates may not be required to comply with our Privacy Policy (e.g. licensors and service providers); and
- b) our related entities and other organisations with whom we have affiliations so that those organisations may provide you with information about our product and services and various promotion.

Other situations where we use your Personal Information and the situations where we would use or disclose your sensitive information include the following:

- a) if you consent;
- b) where we would reasonably expect you to consent to information of that kind being passed to third parties in the particular circumstances;
- c) if it is required or authorised by law;
- d) if it will present or lessen a serious and imminent threat to a person's life or health (including your own); or
- e) where it is reasonably necessary for the enforcement of the criminal law, a law imposing a pecuniary penalty or the protection of the public revenue.

8 Sending information outside of Australia

8.1 General

Subject to the remainder of this clause 8, we will not send your personal information to recipients outside Australia:

- a) without obtaining your consent;
- b) unless we are required to do so in performing our services or supplying products to you and then only to the extent necessary to comply with our obligations under the relevant agreement or legal requirements; or
- c) without complying with our obligations under the APPs.

SRP Australia may disclose your personal information overseas to our Affiliates or other third parties mainly located in, Brazil, Canada, Chile, China, the European Union, India, South Africa, the United Kingdom, and the USA. Please note that the above is not an exhaustive list of the countries to which your

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information may be disclosed, and the list of countries may change from time to time. The list represents the locations of the current legal entities of SRP.

8.2 Sandvik Group of Companies

SRP Australia is a member of the Sandvik Group of Companies, with affiliated companies and operations all around the world. SRP Australia may disclose your personal information to other members of the Sandvik Group of Companies and the Affiliates of SRP AB, within and outside Australia. By providing us with your personal information, you consent to us disclosing your personal information to Sandvik Affiliates within and outside Australia.

The Sandvik Group of Companies will treat your Personal Information collected in Australia and sent to other members of the Sandvik Group of Companies in accordance with the Privacy Act and the APPs and any applicable local laws relating to privacy.

9 Direct Marketing

SRP Australia may use your personal information to provide you with information on our products and services. SRP Australia may also provide your contact details to our Affiliates within Australia and overseas who may from time to time agree to offer or provide you with the products and services.

If at any time, you do not wish to receive any additional marketing material from us or do not wish your personal information to be provided to our Affiliates, please contact us at:

Global Marketing Manager Screening Solutions
Sandvik Rock Processing Australia Pty Limited
65 Epping Road,
North Ryde, NSW, 2113, Australia
Phone +61 2 9886 6000
Email: srp.au@sandvik.com

and your details will be removed from our marketing database. Once we receive notification, we will not send you any direct marketing material or provide your personal information to our Affiliates. We will also advise any Affiliates to whom we have sent your details to remove your details and cease sending you any direct marketing material.

If, after advising us, you receive any further marketing material from us or our affiliates, please let us know by sending an email to privacy@sandvik.com so we can investigate this on your behalf.

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Tax File Number and other Government Identifiers

Identifiers are unique numbers that a Commonwealth Government organisation has assigned to you, including your tax file number, pension number and Medicare number. SRP Australia only uses these numbers for the purposes required by law, including where we are required to disclose your tax file number to the Australian Taxation Office.

SRP Australia will not adopt or assign any of these Commonwealth Government identifiers as our own identifier of you.

11 Security

SRP Australia takes reasonable steps to protect your personal information from:

- a) misuse, interference and loss; and
- b) unauthorised access, modification or disclosure.

However, the open nature of the internet is such that information exchanged via the internet may be accessed and used by people other than those for whom the data is intended. If you send us any information, including (without limitation) your personal details, email address and other information, it is sent and received by us at your own risk.

12 Accessing and correcting personal information

Subject to the restrictions specified in the Privacy Act, you are entitled to access personal information that SRP Australia holds about you.

You can request access to your personal information, that is not directly accessible to you, by making a formal request via the Sandvik Group website, Personal data request (home.sandvik) or by sending an email to privacy@sandvik.com. You will be required to provide evidence that you are the individual whose personal information is being requested.

Some requests may be denied, including those that are frivolous, vexatious or illegal or requests that may be denied under the Privacy Act and the APPs.

If you believe there the personal information, we hold is inaccurate, incomplete or out of date, please make a formal request as mentioned above immediately. We will then take reasonable steps to investigate and correct any inaccuracies.

If you wish to make a complaint about the collection, use or disclosure of your personal information, please follow the same procedure, and we will work with you to resolve the issue.

13 Your authority

By continuing to use our website, placing orders and registering for offers on our website you consent to us maintaining, using and disclosing your personal information in the way described in our Privacy Policy.

14 Further information

Our Privacy Policy will be updated from time to time. You should review our Privacy Policy each time you visit our site, place an order or provide us with personal information.

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15 Complaints and feedback

If you suspect a personal data breach or wish to make a complaint about a breach of the Privacy Act, the APPs or a privacy code that applies to us, please contact us using the details below and we will take reasonable steps to investigate the complaint and respond to you.

Service Desk:

- itincident@sandvik.com
- [Service Portal - Sandvik Service Portal](#)

For more information about privacy in general, you can visit the Office of the Information Commissioner's website at www.oaic.gov.au.

If, after this process, you are not satisfied with our response, you can submit a complaint to the Office of the Information Commissioner. To lodge a complaint, visit the 'Complaints' section of the Information Commissioner's website, located at <http://www.oaic.gov.au/privacy/privacy-complaints>, to obtain the relevant complaint forms, or contact the Information Commissioner's office.

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