

PRIVACY STATEMENT

Introduction

RATCH-Australia Corporation Pty Ltd and its Australian related entities (each and together, **RAC**) may from time to time collect, use and disclose personal information relating to various individuals in the course of conducting its business and in order to comply with legal and regulatory obligations.

It is the policy of RAC to comply with the *Privacy Act 1988* (Cth) (**Privacy Act**) and the Australian Privacy Principles (**APPs**) in the collection, security, storage, use and disclosure of personal information.

RAC values and respects its relationships with employees, consultants, contractors, other individuals and organisations with whom it deals, and it respects their desire for privacy.

When this policy refers to personal information it is a reference to personal information as defined under the Privacy Act.

Personal information – what RAC may collect and how

RAC may collect personal information that is reasonably necessary to be collected for the purposes of RAC fulfilling its functions and activities.

RAC may collect and hold a range of information about you. Primary examples of the type of information we may collect from time to time include (without limitation):

- (a) **Contact information:** when you use our services, you may provide personal information such as your name, date of birth, gender, email address, contact information and any other information which you may provide;
- (b) **Communication information:** when you communicate with us via telephone, email, SMS or online, we will collect your contact information and any other information you choose to provide to us;
- (c) **Counterparty information:** if you represent a company or business providing services to us or to whom we provide services, we may collect information about you, including your contact details and any other personal information you provide while communicating with us; and
- (d) **Prospective employee information:** if you apply for a position with RAC, we may collect information regarding you such as your identity and contact information, contact details, driver's licence, passport number, financial, banking and taxation details, qualifications, employment history, medical information, security checks, and any other relevant information.

RAC may collect personal information directly from you, or in the course of our dealings with you, including (but not limited to) the following examples:

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Approved by (date): RAC Board (10 December 2022)

Issued by: Simon Greenacre (Executive General Manager – Legal, Governance and Commercial Strategy)
Knowledge manager: Patricia Clifford (GM, Human Resources & Corporate Administration)

- potential employees– when selecting, interviewing and managing relations with you (please note the personal information of current and former employees is not subject to this Privacy Statement and such persons should refer to RAC's internal Privacy Policy for further information);
- contractors, consultants, agents, suppliers and business contacts – when selecting, engaging, dealing with and managing relations;
- participating landholders – when entering into and dealing with feasibility studies and lease arrangements; and
- members of the public – when you register your interest in a particular development project or event.

We may collect information from you when you interact in the ordinary course of using RAC's information technology systems and website. When you access our website, we (including companies we work with) may place small data files on your computer or any other device. These data files may be cookies, pixel tags, e-tags, 'flash cookies' or other local storage provided by your browser or associated applications, which are collectively referred to as "cookies" in this policy. We use these cookies to recognise you, customise our services and content, measure engagement, ensure your security, mitigate risk and prevent fraud and to promote trust and safety across our site. You are free to decline our cookies in your browser if your browser or browser add-on permits unless our cookies are required to prevent fraud or ensure the security of the websites we control. However, we note that declining our cookies may interfere with your use of our website.

RAC may collect personal information in a number of ways, including, directly from you (such as over the phone, via IT systems, via written correspondence, and through webforms), from publicly available sources, from RAC's records of your interactions with us or on RAC's behalf, as permitted by law, and from third parties.

How RAC may use and disclose your personal information

RAC may use and disclose your personal information for the primary purpose for which the information was collected. This may include, for example, for the purpose of RAC's normal business operations and activities as an owner and developer of power generation assets. Other examples of how your personal information may be used include, but are not limited to, providing support, complying with legal obligations, resolving disputes and responding to enquiries. RAC may also use and disclose your personal information for other purposes related to the primary purpose for which the information was collected in accordance with the Privacy Act.

The circumstances in which RAC may disclose your personal information include, but are not limited to:

- reporting to regulatory authorities and government bodies on RAC's regulatory compliance and performance obligations;
- verifying your identity in respect of employment opportunities, including contacting referees, verification identification and/or other police clearances;

- complying with contractual requirements, including processing payments to landholders on RAC projects and assets;
- conducting events, forums or consultations as part of RAC development projects including distributing community newsletters;
- communicating directly with the individuals concerned;
- when RAC works with third parties who provide services to us, including organisations and contractors that assist us with the purposes for which we use your information (such as mailing, information technology, network, legal, business consulting, banking, payment, data processing, data analysis, document management, research, insurance, surveillance, payroll, and superannuation);
- where RAC is required or authorised by law; and
- to your authorised representatives.

RAC takes reasonable and appropriate measures to ensure that any third parties who it discloses personal information to are bound by confidentiality and privacy obligations. Third parties that RAC may disclose your personal information to include:

- RAC's related bodies corporate;
- RAC's contractors, consultants, suppliers and agents only as reasonably necessary for the provision of services they provide to RAC's business;
- government agencies, regulatory authorities or enforcement bodies where required or authorised by law; and
- RAC's professional advisors who are under a duty of confidentiality.

Generally, RAC does not disclose or transmit any of your personal information to recipients outside Australia. However, in limited circumstances RAC may be required to disclose information to its ultimate shareholder based in Thailand. Thailand and other foreign jurisdictions to which we may be required to disclose your information may not have privacy standards commensurate with Australia. We will not send your personal information to recipients outside of Australia without first taking reasonable steps to ensure that the overseas recipient complies with the Australian Privacy Principles and this policy, or by obtaining your consent or otherwise complying with the Privacy Act.

Storage and security of personal information

- RAC may store your personal information in hard copy or electronic format, in storage facilities that RAC owns and operates, or that are owned and operated by our service providers.
- RAC takes reasonable steps to protect the personal information RAC holds from misuse, interference and loss and from unauthorised access, modification or disclosure. Please notify RAC immediately if you become aware of any actual or potential breach of security.
- Except to the extent liability cannot be excluded due to the operation of statute, RAC excludes all liability (excluding negligence) for the consequences of any unauthorised access to your personal information.

Rights of access and correcting personal information

- RAC will take reasonable steps to ensure that the personal information that it collects is accurate, up-to-date and complete.
- You have a right to request access to or correction of your personal information held by RAC. RAC will provide you with access to your personal information that it holds unless there is a reason it is not required to do so under the Privacy Act. If you wish to access, correct or update any personal information, please contact RAC as set out below.
- RAC will correct any inaccurate or out-of-date information within a reasonable time of notification of error. If RAC refuses access in accordance with the Privacy Act, RAC will provide you with the reasons for the decision. S
- RAC will take all reasonable steps to delete or destroy any personal information that is no longer required.

Inquiries and complaints about personal information

- RAC will take any privacy complaint seriously. If you have any questions or concerns about RAC's collection, use or disclosure of personal information please contact RAC via company.secretary@ratchaustralia.com.
- RAC expects its procedures will deal fairly and promptly with your complaint. If however you remain dissatisfied for any reason, you may also make a formal complaint with the Office of the Australian Information Commissioner (www.oaic.gov.au).

Updates to this statement

- RAC may revise this statement and/or its information handling practices from time to time to take account of new laws and the changing business environment. Any updates to this statement will be published on RAC's website.