

**GEOPACIFIC RESOURCES LTD  
ACN 003 208 393  
("Company")**

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**ANTI-BRIBERY AND ANTI-CORRUPTION POLICY**

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## **1. INTRODUCTION**

Geopacific Resources Limited (**Geopacific**) is committed to responsible corporate governance and to conducting business in an honest and ethical manner in accordance with the law. Honesty and integrity are considered integral to the Company's values and the way Geopacific and its subsidiaries (**Geopacific Group**) operate their businesses (refer the Geopacific Code of Conduct). Conduct associated with bribery, corruption and dishonesty is inconsistent with these values and against the law and may result in Geopacific and individual Company employees being prosecuted.

This Anti-Bribery and Anti-Corruption Policy (**Policy**) prohibits Geopacific Personnel (defined below) from engaging in activity that constitutes bribery or corruption. This Policy supports Geopacific's corporate governance framework.

This Policy supports the objectives of the Australian Criminal Code and the Organisation of Economic Cooperation and Development (OECD) Anti-Bribery Convention to which Australia is a signatory.

The purpose of this policy is to:

- a) set out the responsibilities of Geopacific Personnel in observing and upholding the prohibition on bribery, corruption and related improper conduct; and
- b) provide information and guidance on how to recognise and deal with instances of bribery and corruption.

## **2. WHO DOES THE POLICY APPLY TO?**

This Policy applies to all individuals at all levels who are employed by, act for, or represent the Geopacific Group (**Geopacific Personnel**) in all countries. This includes, but is not limited to, the following:

- a) directors;
- b) officers;
- c) managers;
- d) employees;
- e) contractors;
- f) consultants;
- g) agents; and
- h) any other person representing the Geopacific Group.

This Policy applies to Geopacific Personnel irrespective of their employment status (that is, whether they are employed on a full-time, part-time, fixed term, casual or temporary basis).

## **3. WHAT IS BRIBERY AND CORRUPTION?**

### **3.1. Bribery**

Bribery is the act of offering or accepting a benefit, with the intention of influencing a person to behave outside the responsibilities of their role or to not act in good faith, in order to gain a personal or business advantage that is not legitimately due.

Acts of bribery are typically intended to improperly influence individuals to act dishonestly in the performance or discharge of their duty.

A bribe could be either a direct or an indirect promise, offering, or authorisation, of anything of value designed to exert improper influence. The benefit that is offered, given or received may be monetary or non-monetary. For example, it may involve non-cash gifts, political or charitable contributions, loans, reciprocal favours, business or employment opportunities or lavish corporate hospitality.

### **3.1.1. Target of the bribery**

Whether the target of the act of bribery works in the public or private sector is irrelevant. The relevant laws apply to bribery of public officials as well as bribery in respect of any proposed or completed commercial transaction in the private sector.

### **3.1.2. Direct and indirect forms**

Bribery can be direct or indirect. It may involve procuring an intermediary or an agent to make an offer which constitutes a bribe to another person, or where a bribe is made to an associate of a person who is sought to be influenced.

### **3.1.3. Acceptance of a bribe**

It is irrelevant if a bribe is accepted or paid. Merely offering the bribe will usually be sufficient for an offence to be committed.

Bribery can occur even if the bribe is ‘unsuccessful’ (e.g. the conduct sought to be induced does not occur).

## **3.2. Corruption**

Corruption is dishonest activity involving the misuse of office or power or influence and/or trust to obtain an advantage or gain not legitimately due (whether for private or personal gain or that of Geopacific).

### **3.3. Secret commissions**

Secret commissions typically, but not always, arise where a person or entity (eg. any Geopacific Personnel) offers or gives a commission to an agent or representative of another person which is not disclosed by that agent or representative to their principal. Such a payment is made as an inducement to influence the conduct of the principal's business.

## **4. WHAT CONDUCT IS PROHIBITED?**

### **4.1. Legal obligations**

In Australia laws that prohibit bribery and corruption apply to businesses incorporated in Australia and to individuals who are Australian citizens or residents, wherever they may be.

This Policy applies the terms of the Australian legislation to Geopacific Personnel for all actions within Australia and for all actions outside Australia where the local legislation is of an equal or lower standard. Where the Company operates in a jurisdiction with a higher standard of legislation then that standard must be adhered to.

### **4.2. Prohibition for Geopacific Personnel**

Geopacific Personnel must not do any act that constitutes bribery or corruption as described in paragraph 3 of this Policy. This means that Geopacific Personnel must not directly or indirectly give, offer, promise, request or receive a bribe or cause a bribe to be given or received.

In addition, the payment of secret commissions by any Geopacific Personnel is prohibited.

## **5. WHAT ARE THE CONSEQUENCES OF A CONTRAVENTION?**

Corruption, bribery and any related conduct are very serious offences and individuals can under Australian and Papua New Guinea Laws be subject to significant penalties or jail terms.

If any Geopacific Group Company is found to have taken part in bribery or any other related improper conduct addressed by this Policy, it could face a fine, be excluded from tendering for public contracts and/or suffer reputational harm.

A breach of this Policy by any Geopacific Personnel will be regarded by Geopacific as serious misconduct and may lead to disciplinary action which may include termination of employment and/or referral of a matter to the relevant authorities.

## **6. WHAT GIFTS AND HOSPITALITY MAY BE GIVEN OR ACCEPTED?**

### **6.1. Gifts, entertainment and hospitality**

Gifts, meals, travel, entertainment and other hospitality (**Gifts**) often form part of a legitimate commercial relationship. However, in some circumstances Gifts can compromise the exercise of objective business judgement and may result in a breach of this Policy. Therefore, it is important to be careful when offering, promising, giving or receiving anything of value, particularly involving any government official, to ensure that it does not constitute a bribe or corrupt payment or that it would not be perceived as engaging in improper conduct. As such, precautions must be taken and this Policy must be complied with when offering Gifts to, or receiving Gifts from, any external party or entity.

### **6.2. Criteria for allowable Gifts**

This Policy does not preclude any Geopacific Personnel from giving to, or accepting a Gift from, a government official or any other person, when engaging in Geopacific Group business in accordance with the following guidelines.

Before giving a Gift to, or accepting a Gift from any person, including a government official, it is important to:

- a) ensure that the Gift is directly connected to a legitimate business activity;
- b) ensure that no regulatory approvals (such as the granting of permits or licences) are currently being considered by that person or government official such that a Gift could, or could be seen to, influence or reward action taken by that person or government official;
- c) ensure that the proposed recipient can accept any such Gift (many government officials and other private sector representatives cannot do so under local laws or their own code of conduct);
- d) ensure that it is of an appropriate value and nature considering local custom, the position of the recipient and the circumstances;
- e) assess that the giving or acceptance of the Gift would not cause a third party to form an impression that there is an improper connection between that Gift and a business opportunity;
- f) **must not be cash or a cash equivalent;** and
- g) comply with the requirements in paragraphs 6.3 and 6.4 of this Policy.

If a Gift does not satisfy the criteria set out in paragraph 6.2, the Gift must not be given or received by the Geopacific Group or any Geopacific Personnel.

The criteria set out in paragraph 6.2 remains applicable in the case of customary gifts (such as for weddings or cultural festivals).

### **6.3. Giving Gifts**

If any Geopacific Personnel proposes to give a Gift to any external party which is of a value in excess of A\$300 (or the Kina equivalent), they must obtain prior written clearance from a General Manager (Level 4) or higher.

### **6.4. Receipt of Gifts**

Gifts of any kind must not be demanded or sought from any supplier, customer, government official or other party with whom Geopacific conducts business.

If any member of Geopacific Personnel receives a Gift from an external party which is of a value in excess of A\$300 (or the Kina equivalent), they must report it to a General Manager (Level 4) or higher, who will then decide whether to provide clearance for the Geopacific Personnel to accept the Gift having regard to the criteria set out in paragraph 6.2.

### **6.5. Register of Gifts**

If clearance is given to give or receive a Gift to/from an external party in accordance with paragraph 6.3 or 6.4, it must be recorded in a register (**Register of Gifts**), which will be maintained in a central Company database and provided to the Board of Directors of Geopacific on a six-monthly basis.

In addition, anything given to or received from the same person or entity in accordance with paragraph 6.2 which amounts to an aggregated value over a 12 month period in excess of A\$ 1,500 (or the Kina equivalent) must be recorded in the Register of Gifts.

## **7. CORPORATE SOCIAL RESPONSIBILITY (CSR) - CAPACITY BUILDING**

Geopacific recognises its capacity building responsibilities to improve educational, health and governance capability of communities and countries where it operates. For example, any bona fide requests to subsidise travel, attending conferences, providing education scholarships by officials, bureaucrats and advisers from Papua New Guinea to Australia will be considered but will require approval from the CEO and should be notified to the Company Secretary.

It is important to ensure that project related CSRs are not used as a subterfuge for bribery, consequently transparency through the tender process and the process to approve, manage and report on the CSR spend is critical. Appropriate due diligence review on the various parties involved in the governance and administration of the CSR project is required.

Any such capacity building support is to be recorded in the Register of Gifts.

## **8. HOW DOES THIS POLICY APPLY TO THIRD PARTIES?**

The Geopacific Group will not engage or deal with any third party (being any person or entity who is not a member of Geopacific Personnel, including agents, consultants, distributors, other contractors or joint venture partners) if there is a known risk that they will breach applicable anti-bribery or anti-corruption laws or Geopacific's policies and procedures relating to anti-bribery and anti-corruption.

Third parties must be chosen carefully and engaged appropriately, as any improper conduct by a third party could damage Geopacific's reputation and expose the company and its directors and employees to criminal or civil liability or other sanctions.

Before entering into a relationship with a third party, appropriate due diligence enquiries must be undertaken in relation to the third party. The necessary enquiries will vary depending on the nature of the proposed relationship, but will typically, among otherthings, determine whether:

- a) the third party is reputable, competent and qualified to perform the work for which they are being engaged;
- b) the compensation the third party requests is reasonable;
- c) the proposed arrangement complies with all applicable legal requirements; and
- d) there is any conflict of interest that means engaging the third party would be inappropriate.

Once a third party is engaged, they must be advised of this Policy.

Standard terms must be included in contractual arrangements with the third party that oblige the third party to operate in accordance with relevant anti-bribery and anti- corruption laws and in accordance with this Policy, and if requested in writing by Geopacific, provide Geopacific with a written statement that the third party is fully compliant with the relevant anti-bribery and anti-corruption laws and this Policy.

Furthermore, reasonable steps must be taken to monitor the transactions of the third party, which may involve periodic due diligence and review.

## **9. RECORD KEEPING**

All accounts, invoices, and other documents and records relating to dealings with any external party or third party should be prepared and maintained with accuracy and completeness. No accounts may be kept "off-book" to facilitate or conceal potential breaches of this Policy.

Further, Geopacific Personnel will:

- a) make no false or misleading entries in the books and records of Geopacific;
- b) ensure contracts, invoices and other documents relating to third party relationships accurately describe the transactions to which they relate;
- c) abide diligently by payment control procedures; and
- d) abide diligently by requirements to record and obtain approvals for payments and expenses, including those relating to gifts, hospitality, entertainment, travel, charitable donations, sponsorships, political donations, community program/capacity building and other stakeholder engagement.

Under the Australian Commonwealth Criminal Code, it is a criminal offence if, amongst other things, a person makes, alters, destroys or conceals an accounting document either recklessly or with the intention to facilitate, conceal or disguise a bribe to foreign public officials, Commonwealth public officials or to corporations. Committing such an offence can result in individual fines or a jail term.

## **10. WHAT REPORTING OBLIGATIONS APPLY UNDER THIS POLICY?**

### **10.1. Responsibilities of Geopacific Personnel**

All Geopacific Personnel have a responsibility to aid in the prevention, detection and reporting of behaviour in contravention of this Policy. They are also expected to ensure that all Geopacific Personnel under their control are aware of this Policy and the consequences for any person, irrespective of position, who breaches these provisions.

### **10.2. How to report an incident**

Should a member of Geopacific Personnel reasonably believe or suspect that a breach of this Policy has occurred, or is likely to occur, they must immediately:

- a) notify a General Manager (Level 4) or higher; or
- b) notify the Company Secretary.

If you are unsure whether a particular act constitutes bribery or a secret commission or have any other queries, you should ask your manager the General Manager People and Performance or the Company Secretary.

The Company has adopted a Whistle-blower Policy to assist Geopacific Personnel in reporting concerns regarding ethical business conduct, including suspected bribery and corruption, on an anonymous basis. A copy of this Policy can be obtained on the Company's website.

No action will be taken against anyone reporting in good faith a suspected violation of this Policy. However, any person who is found to have knowingly made a false or misleading report or accusation under the terms of this Policy will be deemed to be in breach of this Policy and dealt with as though they have acted, or attempted to act, corruptly.

### **10.3. Protection for Geopacific Personnel reporting behaviour**

Geopacific is committed to ensuring no person will suffer detriment because they have reported a matter. Detriment includes dismissal, disciplinary action, threats or other unfavourable treatment connected with reporting a matter (refer the Company's Whistle-blower Policy)

## **11. DO YOU REQUIRE FURTHER GUIDANCE?**

If you require further guidance as to this Policy, please contact the Company Secretary at the Company's office in Brisbane or by email at [mmeintjes@geopacific.com.au](mailto:mmeintjes@geopacific.com.au)

## **12. COMPLIANCE WITH THE POLICY**

Geopacific is committed to maintaining its reputation and complying with the law in all jurisdictions in which it operates.

Not all situations can be directly addressed in a policy. Geopacific Personnel should also bring their own reason, propriety and judgement to a situation based on the principles set out in this Policy.

## **13. REVIEW**

This Policy is to be reviewed:

- a) as soon as practicable after a key change in the nature or scope of Geopacific's activities or a change in legislation relating to bribery and corruption; or
- b) otherwise at least once every two years.

Revised and Approved by the Board: 31 May 2021