

POLICY

Number: **RVT-POL-GOV-003** 

Name: **PRIVACY** 

Category: Corporate Governance

## PURPOSE

Richmond Vanadium Technology Limited (RVT) is committed to maintaining the privacy and dignity of all key stakeholders including employees (or prospective employees), suppliers, contractors and members of the general community. This includes the collection of information which can be linked to the identity of a person, such as information about their family, age, health, history, employment, preferences or opinions. We endeavour to handle all private information with sensitivity and according to legislation.

## SCOPE

This Policy applies to all employees of RVT, its contractors and / or suppliers, along with all visitors to RVT projects.

## **POLICY STATEMENT**

RVT has an obligation to:

- protect the legitimate privacy of employees;
- minimise the degree to which record-keeping activities intrude into the privacy of employees;
- ensure that records on employees are collected, maintained, used and disclosed in an appropriate manner;
- provide access and use of private and personal information to employees who require such access to undertake their official duties.

Monathon Price Managing Director

## **RELATED POLICY, PROCEDURES AND GUIDELINES**

RVT-GUI-HR-002 Privacy Guidelines

Updated : 03/08/2023 Review date : 03/08/2024