

## Human Rights Statement

<b>Release Date</b>	<b>4 April 2022</b>
<b>Completed by</b>	<b>People and Safety</b>
<b>Policy Number</b>	<b>HR-POL-018</b>
<b>Document Version</b>	<b>V.1</b>

### 1. Coates' commitment to Human Rights

Our commitment to human rights is intrinsic to the Coates business and living our value of 'Care Deeply'. For Coates, the safety and wellbeing of its people, customers and communities has always been its highest priority and we wish to ensure that all people who are within or are affected by our sphere of influence have their right to liberty and freedom and their pursuit of happiness respected and upheld.

By acting responsibly and doing the right thing by our people, customers, communities and supply chains, we encourage and expect the same behaviour from our own suppliers and external stakeholders in their support of human rights and the way in which they care for their own people.

### 2. Scope

This Statement provides the human rights responsibilities that must be met and are incorporated into related policies, processes, frameworks and action plans that apply across Coates and its entities. These requirements include legal and regulatory obligations and voluntary commitments which require the protection of, or respect for, human rights. This includes those relating to modern slavery and land rights.

This Statement is informed by the United Nation's (UN) Guiding Principles on Business and Human Rights and the Universal Declaration of Human Rights and other related conventions.

This Statement applies to all employees and contractors. The United Nations (UN) defines human rights as rights

inherent to all human beings, regardless of their nationality, place of residence, gender, national or ethnic origin, colour, religion, language, or any other status.

This Statement applies to all Coates employees who may seek to involve themselves as a Coates employee or with the Coates brand or provide equipment in community activities. The processes set out in this Statement and associated Policies must be followed to ensure Coates' reputation and equipment is appropriately managed. Without formal approval, authorisation and record keeping, the use of Coates equipment or resources is not permitted.

### 3. Purpose

The purpose of this Statement is to set out the human rights responsibilities and duties we have towards our employees and the communities that we work with and within, and/or other people affected by our operations.

To uphold a clear standard in our promotion of human rights, we diligent in identifying and preventing risk to human rights that may be caused by our business or supply chain, in line with the UN Guiding Principles.

If contraventions to human rights are discovered that are linked to our business activities, we are committed to transparent remediation and resolution at the highest level.

### 4. Key Principles:

#### 4.1 Work rights

##### **Slavery, child labour, forced labour and human trafficking, ethical supply chain practice**

We actively condemn and reject slavery, child labour, forced labour, human trafficking, debt bondage and will work to ensure that we are not knowingly complicit in these human rights abuses through our business or supply chain. For more information on our commitments in relation to modern slavery, please refer to our [Modern Slavery Statement 2022](#).

##### **Appropriate pay, working hours, collective bargaining**

Employees are entitled to fair remuneration and reasonable working hours, suitable leave and termination arrangements that comply with appropriate legislation.

Employees are free to join trade unions and/or participate in collective bargaining agreements.

## Discrimination, diversity & inclusion

Coates has in place policies and practices which reflect its commitment to act ethically and with integrity and transparency in regard to its employment practices and to comply with applicable employment laws. These policies include the Discrimination, Bullying & Harassment Policy and Grievance Resolution Policy as well as the Code of Conduct which have been developed to promote a safe and positive working environment.

We are committed to a culture that embraces, champions and encourages inclusion and diversity at every level, providing our employees equal opportunity.

Our employees and contractors should expect to be treated fairly and equally in an environment that is free from bullying, harassment, intimidation and discrimination regardless of age, gender, nationality, race, sexuality, colour, ethnicity, religion or disability.

We also support free expression as long as the expression is not illegal and does not put anyone at risk of harm.

## Health, safety and security at work

Employees' health, wellbeing and safety is protected and promoted in the workplace and workers receive ongoing and appropriate training to assist in maintaining their own safety and that of those with whom they work and engage with through their employment. Coates maintains a team of qualified People and Safety specialists to ensure appropriate systems and processes are in place for a safe workplace. Coates also engages a recognised and approved provider of a confidential Employee Assistance Program giving employees and their family members access to counselling services for work and non-work-related matters.

The right for employees to participate in a workplace that is free from the risk of violence, threat and coercion is also upheld by the business. Employees are encouraged to report situations, behaviours or plant/equipment that are or might be unsafe or inappropriate.

## 4.2. Indigenous Rights

Upholding and respecting the rights of the First Nations People, their culture and connection to land and water is integral to the operation of the business.

Coates 2020 ['Reflect' Reconciliation Action Plan](#) (RAP) supports the National Reconciliation Movement with Aboriginal and Torres Strait Islander peoples and their communities by building relationships and meaningful

opportunities as well as increasing employment participation and supporting local indigenous trading through the procurement of goods and services.

In FY22, the Coates 'Innovate RAP' will focus on further strengthening relationships with Aboriginal and Torres Strait Islander peoples and their representative organisations, engaging employees and stakeholders in reconciliation, encouraging cultural awareness through targeted training, developing and piloting innovative strategies to empower Aboriginal and Torres Strait Islander peoples.

### 4.3. Community & Stakeholder Engagement

Upholding the human rights of the communities in which we operate as well as striving to create a positive social and sustainable impact is inherent to the way the business operates.

The Coates [Sustainability Playbook](#) outlines the responsibilities our business has towards the communities we interact with by making the appropriate sustainable decisions to protect their environments and all environments that Coates may impact upon or influence through our operations. In addition, the Coates Foundation enables Coates to give back to communities through employee giving, volunteering and donations.

We also promote this Statement on human rights to all stakeholders, including employees, contractors and suppliers and those involved in our supply chain practices.

### 4.4. Privacy

We recognise the responsibilities to protect personal information, individual confidentiality, security of data as well as ensuring every individual's right to privacy in accordance with our [Privacy Policy](#).

### 4.5. Grievances

All employees with a genuine concern in regards to Coates' involvement in activities that cause adverse human rights impacts have access to effective [grievance mechanisms](#) and will be protected from any detrimental treatment in raising their concern/s. Where we identify that we have caused or contributed to human rights harm, we commit to provide for, or cooperate in remediation for those impacted.

Employees can access the Coates Grievance Resolution Policy which encourages the resolution of workplace issues at a workplace level or involving investigation as required.

We encourage employees to raise any concerns you may have with your immediate manager first, and if this is not possible or appropriate, their next level leader and/or Human Resources.

#### 4.6. Whistleblower reports

Serious concerns of misconduct or an improper state of affairs at Coates (that are not personal work-related grievances) can be reported and will be investigated in accordance with Coates' Whistleblower Policy. Please refer to our [Whistleblower Policy](#) for more information as to when this process may apply.

### 5. Living out our Statement and upholding our responsibilities

#### Breach of Statement

Any breach of this or other policies are investigated, and action may be taken to address and correct performance, behaviour or processes not in line with Company expectations. This may include disciplinary action if appropriate.

#### Awareness, training and communication

Coates will communicate our human rights commitments and expectations to all our people, suppliers and business partners and will work together with those who are in our supplier risk categories to ensure that they understand our expectations and requirements.

#### Effectiveness of processes & review

The responsibilities referred to above are subject to audit to assess their effectiveness and make any necessary improvements. The assessment process will include an analysis of whether the current policies that Coates has in place have the intended effect of encouraging high and medium risk suppliers to implement essential policies and procedures to combat risk to human rights.

### 6. Document Control

#### 6.1 Document Review

This document is to be reviewed every 2 years and/or when legislation is changed.

## 6.2 Related Documents

Document Name	Document Number
Whistleblower Policy	HR-POL-029
Coates Foundation Policy	HR-POL-037
Privacy Policy	Not Applicable
Sustainability Playbook	Not Applicable

## 6.3 Document History

Version	Date	Author	Approver	Reason
1	4 April 2022	Sheridan Jones	Murray Vitlich, CEO	New Statement
1.1	4 November 2023	Zsa-Zsa Bowie Wilson		Document link updates