

Guide to Making a Disclosure

This Guide should be read in conjunction with the Whistleblowing Policy. This Guide may be referred to by employees or officers of FPA or FPI when they wish to make a report under the Policy.

All employees are encouraged to report issues of concern. If your report does not come under the Whistleblowing Policy it can be made to your line manager or HR Representative.

When will a report come under the Whistleblowing Policy?

Disclarable Matter

- Report must be about:
- Misconduct or an improper state of affairs or circumstances
- An offence under the Corporations Act or other Commonwealth law
- •A danger to the public or the financial system
- Retaliation for making a whistleblowing disclosure
- •a work related grievance that has "significant implications"

Not a work related grievance

• Report must NOT be about a personal work-related grievance

•e.g. an interpersonal conflict between you and another employee; a decision relating to your engagement, transfer or promotion or terms and conditions of your employment; a decision to supend or terminate your engagement or to discipline you.

Report must be made to:

- External hotline
- •a WPO
- An Eligible Recipient (Director, Officer, Senior Manager)

How can I contact the External Hotline?

Telephone: 1800 500 965

Web: https://www.kpmgfaircall.kpmg.com.au/frasers

Post: The FairCall Manager, KPMG Forensic

PO Box H67, Australia Square, Sydney NSW 1213

• Fax: (02) 9335 7466

What will happen to my report?

- When you make a report, whether it is to the hotline, a WPO or an Eligible Recipient, you will be asked to provide your consent to disclose your identity.
- You can remain anonymous if you wish, but we encourage you to provide your name, as your assistance may be essential for us to investigate your report and for us to take further action.
- All reports will be treated confidentially and all reasonable steps will be taken to reduce the risk that you are identified (if you have not consented to disclosure of your identity).
- FPA or FPI will endeavour to investigate all reports, where this is possible.



- If your identity is known, a WPO will keep you updated on the progress of investigation and any action taken as a result of your report.
- If you do not want to provide consent to disclose your identity, we encourage you to maintain regular contact with the Eligible Recipient so they can keep you updated on progress and action taken.

How will I be protected?

The Policy prohibits anyone from:

- Disclosing your identity without consent (except in limited circumstances); and
- Retaliating against you (causing you any detriment) because you have made a report under the Policy.

Who can answer my questions?

Any questions about the Whistleblowing Policy can be directed to a WPO. The WPOs are:

- The Company Secretary (currently Maria Vesic, contactable on 9767 2142);
- The Assistant Company Secretary (currently Janis Wood, contactable on 9767 2178);
- The General Manager, Taxation, Treasury and Risk (currently Anita Au, contactable on 9767 2455) (Frasers Property Australia);
- The General Manager, IT and Digital (currently Sumeer Shoree contactable on 029 767 2162 (Frasers Property Australia);
- The General Manager, Finance (currently Kathryn Tomkins contactable on 02 9767 2652) (Frasers Property Industrial); and
- The General Manager, Finance (currently Alex Vrzic contactable on 02 9767 2037) (Frasers Property Industrial).