

WORKPLACE SOCIAL ACTIVITIES AND EVENTS POLICY

ARA Group Limited ABN 47 074 886 561 and its related corporate entities in Australia and New Zealand (collectively **ARA Group**) are committed to establishing the standards of conduct and behavioural expectations of directors, officers, employees and contractors of the ARA Group (**Employees**) generally during any ARA Group's including externally organised work-related social activities and events.

1. PURPOSE

The purpose of this Workplace Social Activities and Events Policy (**Policy**) is to outline the expectation and guidelines of the ARA Group for all Employees for organising and participating in ARA Group's including externally organised work-related social activities and events (**Social Activities and Events**) to ensure compliance with relevant laws and promoting a positive and safe work environment for all people attending the Social Activities and Events.

2. APPLICATION

This Policy applies to all permanent and temporary employees, directors, officers, personnel and contractors of ARA Group in Australia and New Zealand together with all third parties acting on ARA Group's behalf or representing ARA Group's interests, such as agents and consultants (collectively referred to as **Employees**).

3. GUIDELINES

Types of Social Activities and Events

This Policy applies to all Social Activities and Events, including but not limited to:

- (a) social gatherings, whether it is formal or informal events, such as holiday parties, team lunches, and celebrations of achievements;
- (b) team-building activities including conference or seminars, or work relates travels;
- (c) wellness activities including fitness classes and health and wellbeing workshops; and
- (d) community engagement and volunteer opportunities that support local charities and promote social responsibility.

Participation

Participation in Social Activities and Events is encouraged but not mandatory. Employees should not feel pressured to attend.

Code of Conduct

All Employees are expected to maintain a courteous and respectful behaviour during the Social Activities and Events. Employees are reminded to adhere to the ARA Group's Code of Conduct Policy at all times even during social setting.

Expectations of Employees

The safety and well-being of participants during Social Activities and Events are paramount. Hence compliance with this Policy and all of ARA Group's policies (including the following) is mandatory:

- (a) Bullying and Harassment Policy;
- (b) Code of Conduct;
- (c) Drug, Alcohol and Smoking Policy;
- (d) Employee Grievance Policy;
- (e) Work Health and Safety Policy; and
- (f) Sexual Harassment Policy.

Additionally, Employees must note:

- (a) Excessive consumption of alcohol is to be avoided;
- (b) Consumption or possession of any illicit drugs are strictly prohibited;
- (c) Any discrimination, harassment, or inappropriate behaviour will not be tolerated;
- (d) Abusive language and cursing are not permitted; and
- (e) Uninvited or unwelcomed inappropriate physical contact.

4. COMPLAINT

All complaints concerning alleged breaches of this Policy must be made in accordance with ARA Group's Employee Grievance Policy.

5. COMPLIANCE AND DISCIPLINARY ACTION

It is expected that all Employees must comply with this Policy. Under no circumstances whatsoever is any Employee permitted to engage in conduct inconsistent with this Policy.

Any Employees found to have engaged in conduct which is in direct contravention of this Policy including ARA Group policies may result in disciplinary action against the person(s) involved, including but not limited to suspension or termination of employment with ARA Group.

6. REVIEW

This policy will be reviewed and amended periodically to ensure its effectiveness and relevance to ARA Group's goals and objectives as necessary.

7. CONCLUSION

Social Events and Activities contribute to a positive team culture and enhance employee satisfaction. By following this Policy and adhering to requirements, we can ensure that these events are enjoyable and safe for all Employees.



Edward Federman
Chief Executive Officer

21 January 2026

Date