



Whistleblower Policy (EU)

Atlas Arteria Limited
Atlas Arteria International Limited

Whistleblower Policy

1.1 Introduction and Overview

For the purposes of this document, **Atlas Arteria** means Atlas Arteria Limited ACN 141 075 201 (**ATLAX**), Atlas Arteria International Limited Registration No 43828 (**ATLIX**) and their respective controlled entities.

As evidenced in its Vision and Values Statement, Atlas Arteria is committed to the highest standards of ethical practices and honest relationships and to the protection of individuals who report instances or allegations of wrongdoing that they have reasonable grounds to suspect. Atlas Arteria is equally committed to corporate compliance and seeks, through this Policy, to provide a framework for compliance with obligations prescribed under relevant laws.

Atlas Arteria's aim is to encourage employees to report any wrongdoing suspected on reasonable grounds in an environment free from victimisation so that the Board and senior management can address any improper conduct.

Compliance with this Policy is overseen by the ATLAX and ATLIX Audit and Risk Committees.

A breach of this Policy will be notified to the ATLAX and ATLIX Audit and Risk Committees and investigated. Disciplinary action, up to and including termination of employment or engagement and removal from providing services to Atlas Arteria, may result.

This Policy includes and should be read in conjunction with the Annexures to this Policy. Unless expressed otherwise, capitalised terms are as defined in Annexure A of this Policy.

1.2 Who does this policy apply to?

This Policy applies to all employees, directors, trainees and third party service providers of Atlas Arteria-controlled entities that are registered in the European Union.

The Atlas Arteria Whistleblower Service is also available to all Whistleblowers (as defined in section 1.3).

1.3 Who is a "Whistleblower"?

A Whistleblower is any person who, whether anonymously or not, has reasonable grounds to suspect wrongdoing and makes or attempts to make a disclosure of that wrongdoing in accordance with this Policy.

1.4 When should you speak up?

Each of us shares responsibility for acting in the best interest of Atlas Arteria and its shareholders and people.

We have an obligation to escalate any concern we have if we consider, on reasonable grounds, that someone is not adhering to the law, the Atlas Arteria Code of Conduct or has engaged in some other form of wrongdoing.

You are encouraged to be confident to ask questions, to challenge custom and practice, and to make a difference. If you feel under pressure to act in a way which is inconsistent with the law, Atlas Arteria's Code of Conduct or which conflicts with Atlas Arteria's policies, you should speak up.

Everyone makes mistakes, but what will distinguish each of us in our careers is how we deal with, and learn from, our mistakes. Speak up if you have done something wrong or if you become aware of wrongdoing by others.

1.5 What is Wrongdoing?

Examples of wrongdoing include but are not limited to:

- A breach of laws or regulations.
- Dishonest, corrupt, fraudulent, or other illegal or unethical conduct or activity including theft, financial fraud, and soliciting, accepting or offering a bribe.
- Impeding internal or external audit processes.
- Improper behaviour relating to accounting, internal accounting controls, actuarial or audit matters, including falsifying financial records.
- Conduct endangering health and safety or the financial system.
- Conduct that is contrary to, or in breach of, Atlas Arteria's Code of Conduct and /or Policies.
- Conduct involving substantial risk to the environment.
- A substantial mismanagement of Atlas Arteria's resources.
- Conduct that is detrimental to Atlas Arteria's financial position or reputation.

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- Conflicts of interest.
- Concealment of wrongdoing.
- Sexual harassment.
- Bullying, discrimination, harassment or vilification.

You are encouraged to speak directly with your manager or local human resources staff in relation to general employment related queries and concerns that are not of the nature and gravity of those included in the examples of wrongdoing referred to above.

1.6 How do I report wrongdoing?

The principal internal officers for reporting wrongdoing are:

1. Your Manager;
2. A manager further up your reporting structure;
3. The Whistleblower Advocate;
4. The Atlas Arteria CEO; and
5. The ATLAX and ATLIX Chairman.

Concerns should be raised (orally or in writing) in the above order unless it is not practical or appropriate to do so. Upon request of the Whistleblower, a physical meeting shall take place within a reasonable timeframe.

Employees and directors reporting wrongdoing either to their manager or the members of senior management listed above can be assured that they will be protected and that the investigation will be conducted in accordance with the principles of fairness and natural justice. Any person that submits or receives a report must treat the matter confidentially.

Any recipient of a report of wrongdoing must make (and provide to the Whistleblower Advocate) a written record, including details of the reported allegations and where relevant, how they have been investigated and resolved.

Whistleblowers can also use the Whistleblower Service outlined in section 1.7.

1.7 Whistleblower Service

The Atlas Arteria Whistleblower Service is available as a means to report concerns of wrongdoing either orally or in writing. Upon request of the Whistleblower, a physical meeting shall take place within a reasonable timeframe.

Atlas Arteria recognises that employees may prefer to bypass relevant management in certain circumstances, including but not limited to, the following:

- They believe they may be victimised if they use a normal reporting channel;
- They prefer to make the report anonymously; or
- The report involves a relevant member of management.

To ensure these employees can make a Whistleblower report without fear of victimisation, Atlas Arteria has established a Whistleblower Service operated by an independent third party service provider. The Whistleblower Service has provided sufficient guarantees to implement appropriate technical and organisational measures to be in compliance with the EU General Data Protection Regulation. Subject to applicable laws, employees can report any wrongdoing in any language through Atlas Arteria's dedicated web-based service available 24 hours a day on an identified or anonymous basis. Further details can be found on posters located at all Atlas Arteria sites or online at www.atlasarteriaspeakup.deloitte.com.au.

The policy does not prevent an employee from reporting wrongdoing to a regulator under an applicable law.

1.8 Whistleblower Advocate

This policy provides for the appointment of a Whistleblower Advocate.

Employees reporting wrongdoing can seek advice from the Whistleblower Advocate prior to, or after, making a report.

The current Whistleblower Advocate is the Atlas Arteria General Counsel.

The Whistleblower Advocate is responsible for protecting a Whistleblower from being victimised as a result of making a report, and for investigating Whistleblower reports.

The Whistleblower Advocate is not responsible for providing legal advice to a Whistleblower in relation to the whistleblower report or whistleblower protections.

The Boards may appoint, remove or replace the Whistleblower Advocate at any time.

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The Guidelines for the Whistleblower Advocate are included in Annexure B.

1.9 Investigating wrongdoing

Investigations of allegations of wrongdoing will be conducted in a manner that is confidential, fair and objective and in accordance with applicable laws including the EU General Data Protection Regulation. The Whistleblower Advocate will decide the appropriate form of investigation and resources required. The Whistleblower will receive acknowledgement of receipt of his/her report (unless reporting was made anonymously.)

The investigation process will vary depending on the nature of the alleged wrongdoing and the amount of information provided.

For a report to be fully investigated, it must contain sufficient information to form a reasonable basis for investigation. An employee reporting anonymously should provide as much information as possible so as not to compromise the ability to fully investigate the report.

In the course of the investigation, or in a case where a Whistleblower residing in the European Economic Area (EEA) reports to internal officers or a Whistleblower Service located outside the EEA, this may involve the transferring of Personal Data out of the EEA. Where Atlas Arteria transfers, stores and processes Personal Data outside of the EEA, Atlas Arteria has ensured that appropriate safeguards are in place to provide an adequate level of data protection. This may be by way of an adequacy decision of the European Commission confirming an adequate level of data protection in the respective non-EEA country or by way of an agreement containing EU Model Clauses.

1.10 Outcome of Investigation

An investigation can result in one of three outcomes:

- The wrongdoing is proven.
- The wrongdoing cannot be proven, but there is enough suspicion to warrant further ongoing surveillance or investigation.
- The wrongdoing cannot be proven, and no further ongoing surveillance or investigation will follow.

In any event, the investigation may result in a review of internal controls.

Following completion of an investigation, and where appropriate having regard to the circumstances (including privacy rights and confidentiality obligations), both the Whistleblower (in cases where the Whistleblower is known to the Whistleblower Advocate) and the person accused of wrongdoing shall be informed independently of the result. If the investigation takes more than three months from the acknowledgement of receipt of the Whistleblower's report, interim feedback should be provided to the Whistleblower.

The relevant contract between Atlas Arteria and the person proven to have been involved in wrongdoing will govern what further action Atlas Arteria will take in respect of the wrongdoing. Where the wrongdoing involves a possible criminal offence, police involvement may be necessary.

Atlas Arteria will give its full support to persons who are the subject of an investigation where the allegations contained in a Whistleblower report appear to be wrong or unsubstantiated. A Whistleblower who makes a report that is not made in good faith may be subject to disciplinary measures. Where an investigation does not substantiate the report, the fact that the investigation has been carried out, the results of the investigation and the identity of the person who is the subject of the investigation, must be handled confidentially. In such circumstances, no record of the report or the investigation is to be kept in any human resources or employment-related record of the person who was investigated in relation to the wrongdoing.

1.11 Protection from victimisation

The Whistleblower Advocate and Atlas Arteria can protect the Whistleblower in a number of ways including:

- Ensuring confidentiality in the investigation.
- Protecting the Whistleblower's identity (see section 1.12 below).
- Offering an employee leave of absence while a matter is investigated.

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Atlas Arteria forbids any employee or director from penalising any person who has reasonable grounds to suspect wrongdoing and makes a Whistleblower report in accordance with this Policy. This includes any reprimand, reprisal, change in work duties, change in employment amenities, change in reporting requirements, damage to career prospects or reputation, threats to do any of these or deliberate omissions which damage the person. Any employee or director who retaliates against the Whistleblower will be subject to disciplinary measures.

1.12 Protection from identification

Atlas Arteria will to the full extent possible and to the full extent permitted by law protect the identity of the Whistleblower, unless the Whistleblower consents to disclosure of his or her identity.

Any communication of Whistleblower reports made in accordance with this Policy must not contain the identity of the Whistleblower, unless this is required by law or the Whistleblower has consented to disclosure of his or her identity.

Whistleblowers should be aware that the EU General Data Protection Regulation may require that his or her identity be disclosed to the person being investigated, such that Atlas Arteria will need the Whistleblower's consent to disclose his or her identity before commencing investigations based on the information provided.

Whistleblowers may therefore choose to make reports anonymously.

1.13 Reporting and Governance

The Whistleblower Advocate keeps a record of reports of wrongdoing submitted under this Policy, whether to managers or through the Whistleblower Service, including the investigation results.

Reports on matters raised under this Policy are provided regularly to the Senior Executive Team and the Audit and Risk Committees in accordance with the Guidelines for the Whistleblower Advocate set out in Annexure B.

1.14 Access to this Policy

All Atlas Arteria employees and directors of Atlas Arteria-controlled entities that are registered in the European Union are notified by email of this Policy and its location on Atlas Arteria's servers.

The Policy is also available at www.atlasarteria.com.

1.15 Review

This policy will be reviewed once every two years and submitted to the Atlas Arteria Audit and Risk Committees for approval.

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ANNEXURE A

Detriment includes (but is not limited to): dismissal of an employee; injury of an employee in his or her employment; alteration of an employee's position or duties to his or her disadvantage; discrimination between an employee and other employees of the same employer; harassment or intimidation; harm or injury to a person, including psychological harm; property damage; reputational damage; damage to a person's business or financial position; and any other damage to a person;

Personal Data means any information relating to an identified or identifiable natural person. An identifiable natural person is one who can be identified, directly or indirectly, in particular by reference to an identifier such as a name, an identification number, location data, an online identifier or to one or more factors specific to the physical, physiological, genetic, mental, economic, cultural or social identity of that natural person.

Policy means this Whistleblower Policy;

Whistleblower means any person who, whether anonymously or not, has reasonable grounds to suspect wrongdoing and makes or attempts to make a disclosure of that wrongdoing in accordance with this Policy.

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ANNEXURE B

Guidelines for the Whistleblower Advocate

The Boards of Atlas Arteria have appointed a Whistleblower Advocate. These Guidelines set out the functions and responsibilities of the Whistleblower Advocate.

1. Responsibilities

The principal responsibilities of the Whistleblower Advocate are to:

- 1.1. Assist the Boards in fulfilling their responsibility for ensuring that Atlas Arteria complies with its legal and ethical obligations in relation to Whistleblowers;
- 1.2. Protect Whistleblowers from being victimised as a result of reporting an allegation of wrongdoing;
- 1.3. Engage and oversee an independent third party service provider to administer a Whistleblower Service;
- 1.4. Co-ordinate investigations into matters raised through the Whistleblower Service in such manner as the Audit and Risk Committees consider appropriate having regard to the nature of the complaint; and
- 1.5. Report to the Audit and Risk Committees on all complaints and investigations made through the Whistleblower Service. This includes, but is not limited to:
 - a) advising the Chairs of the Audit and Risk Committees of reports of wrongdoing:
 - i. at the time a report of wrongdoing is made; and
 - ii. at the meeting of each Audit and Risk Committee convened subsequent to a report;
 - b) immediately advising the Chairs of the Audit and Risk Committees of reports of wrongdoing by, or relating to any senior executive of Atlas Arteria;
 - c) providing the Audit and Risk Committees, on an annual basis, with aggregated information on:
 - i. the number of complaints;
 - ii. the nature of complaints;
 - iii. whether the complaints have been substantiated; and
 - iv. whether action has been taken in response to the complaints.
- 1.6. Ensure and monitor, in cooperation with any responsible data protection officer of the entity involved, compliance with the processes described in the Whistleblower Policy and with applicable data protection law, including the EU General Data Protection Regulation, and in particular ensure that Personal Data that is no longer needed for investigation purposes is deleted.

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2. Authority

The Whistleblower Advocate is authorised by the Boards to:

- 2.1. Obtain any information it requires in order to fulfil its responsibilities (as set out in under “Responsibilities” above) from any employee of Atlas Arteria or its subsidiaries;
- 2.2. Engage an independent third party service provider to administer a Whistleblower Service at Atlas Arteria’s expense as appropriate;
- 2.3. Obtain or retain outside legal or other professional advice at Atlas Arteria’s expense as appropriate; and
- 2.4. Contact and/or make a report to police and/or a regulatory authority.

3. Reporting

In addition to the reporting responsibility in Section 1.5 above, the Whistleblower Advocate will report to the Boards as soon as practicable if there are:

- 3.1. Any matters which in his/her opinion are regarded as major allegations or material breaches that should be brought to the attention of the Boards; and
- 3.2. Any recommendations requiring prompt Board approval and/or action.

Any reporting should include Personal Data only to the extent that such Personal Data is required for the legitimate performance of tasks by the Board.

4. Other

- 4.1. The Senior Executive Team will review these Guidelines annually or as often as it considers necessary.
- 4.2. The Boards may change these Guidelines from time to time by resolution.