

PRIVACY POLICY



PURPOSE OF THE POLICY

1. Minara Resources Limited and its related entities (**Minara**) are committed to respecting and protecting the privacy of personal information.
2. The way Minara manages personal information is governed by the Privacy Act 1998 (Cth) (**Act**) and the National Privacy Principles (**NPPs**) established under the Act.
3. This Privacy Policy:
 - (a) provides you with a detailed description of the way Minara collects, stores, uses and discloses any personal information that we obtain in the course of business including as a result of use of the Minara website; and
 - (b) outlines the way you can access, amend and update your personal information.

PERSONAL INFORMATION

4. Personal information means information or opinion, in any form, that can be used to identify, or reasonably ascertain the identity of, an individual.
5. Personal information may include:
 - (a) your personal contact details such as name, address, telephone numbers and email address;
 - (b) your emergency contact details; or
 - (c) your date of birth, gender and occupation.

COLLECTION AND STORAGE OF YOUR PERSONAL INFORMATION

6. The personal information that we collect and hold includes:
 - (a) information provided by you in the course of applying for employment positions at Minara;
 - (b) information provided by you when updating or changing your details;
 - (c) information contained in documents or other correspondence that you provide to us; and
 - (d) any other information provided by you directly when providing information by phone, in person, electronically via our website, or when completing documents or forms.
7. Secure storage of personal information is a priority to Minara. We will take reasonable steps to protect the personal information that we hold from misuse and loss and from unauthorised access, use, modification or disclosure.

USE AND DISCLOSURE OF YOUR PERSONAL INFORMATION

8. Minara will use or disclose your personal information only as permitted under the NPP's, including (without limitation):
 - (a) to deal with your request, enquiry or application for employment;
 - (b) to contact you should we need to;
 - (c) to address any feedback or complaints you have;
 - (d) to conduct and support our business activities; and
 - (e) to do anything we are required or authorised by law to do.

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9. Minara may disclose your personal information to:
 - (a) an authorised legal representative nominated by you;
 - (b) law enforcement, government, any regulatory or other authority or other entities as required or permitted by law;
 - (c) our professional advisors, contractors or other service providers whom we may engage from time to time to carry out, advise or assist with carrying out the business activities of Minara;
 - (d) other parties that, at the time of collecting the information from you, we advised that we would disclose the information to; and
 - (e) any other parties that you consent to us giving information to (whether that consent is express or implied).
10. Minara will not use or disclose your personal information for any purpose unrelated to the purpose for which it was collected, without your consent, unless the disclosure is permitted under the Act or some other law.

MINARA'S WEBSITE

11. Minara collects and logs certain information regarding visits to the Minara website. The information includes the type of internet browser and operating system you are using, your computer's Internet Protocol address, the date and time of visits and pages visited. This information is used in an anonymous aggregated form for statistical analyses or purposes.
12. When you access the Minara website, it sends a "cookie" to your computer. A "cookie" is a data file that a website sends to your internet browser, which is then stored on your computer. Minara does not use cookies to identify users. They are used to allow the Minara website to interact more efficiently with your browser.
13. You can set your internet browser to notify when you receive a cookie and provide you with the opportunity to accept or reject it. You can also set your browser to reject all cookies. If your computer does not accept cookies, you may not be able to make full use of the Minara website.

USE OF SECONDARY INFORMATION

14. If Minara uses or discloses your personal information for a purpose (**Secondary Purpose**) other than the main reason for which it was originally collected (**Primary Purpose**), to the extent required by the Act we will ensure that:
 - (a) the Secondary Purpose is related to the Primary Purpose of collection (and directly related in the case of sensitive information), and you would reasonably expect that Minara would use or disclose your information in that way; or
 - (b) you have consented to the use or disclosure of your personal information for the Secondary Purpose; or
 - (c) the use or disclosure is required or authorised by or under law; or
 - (d) the use or disclosure is otherwise permitted by the Act (for example, as a necessary part of an investigation of suspected unlawful activity).

KEEPING PERSONAL INFORMATION UP TO DATE

15. Minara will take reasonable steps to:
 - (a) make sure that the personal information that we collect, use and disclose is accurate, complete and up to date; and
 - (b) destroy or permanently de-identify personal information that is no longer needed for any purpose that is permitted by the Act.
16. You can contact us to amend or update your personal information using the contact details at item 21 of this Privacy Policy (**Contact Details**).

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17. If any of your personal information is inaccurate, incomplete or no longer current we will amend your personal information accordingly. If we disagree with your proposed changes to your personal information we will contact you and arrange for you to provide us with documents evidencing the requested change to your personal information.

ACCESS TO YOUR PERSONAL INFORMATION

18. In most cases you can access your personal information held by us by contacting us using the Contact Details.
19. We may ask you to provide proof of your identity if you request access to your personal information.
20. The NPP's provide instances where a holder of personal information may refuse to provide an individual with access to their personal information. If we refuse to give you access to your personal information we will provide you with written reasons for our decision.

QUESTIONS OR FURTHER INFORMATION

21. If you would like:
 - (a) more information regarding this Privacy Policy or the way that Minara deals with personal information;
 - (b) to request access to your personal information;
 - (c) to correct or update your personal information; or
 - (d) make a complaint regarding the way in which Minara collects, stores, uses or discloses your personal information,

you can contact the Company Secretary at info@minara.com.au or by phone at +61 (0)8 9212 8582 or write to:

Company Secretary
Minara Resources Limited

PO Box Z5523
St Georges Terrace
PERTH WA 6000
AUSTRALIA

FEDERAL PRIVACY COMMISSIONER

22. If you are not satisfied with the way that Minara deals with your request or complaint you can contact the Federal Privacy Commissioner.

CHANGES TO PRIVACY POLICY

23. Minara reserves the right to amend or update this Privacy Policy from time to time. If we do so, a copy of the Privacy Policy, as amended or updated will be posted on our webpage (www.minara.com.au) as soon as practicable following that update or amendment.