

15th January, 2022

VACCINATION DECLARATION INSTANT PRODUCTS GROUP EMPLOYEES

Instant Products Group Action Plan in Response to Covid-19 (IPG-1200-G01-222-0003) requires that all Instant Products Group employees comply with the Mandatory Vaccination requirements of the Western Australian Government. Specifically,

- a) As of the 31st December 2021 have received one dose;
- b) As of the 31st January 2022 be fully vaccinated against COVID-19 with an Australian Government Department of Health approved COVID-19 vaccine(s); or
- c) Have a Valid Exemption

Instant Products Group has in place procedures to actively monitor our workforce for compliance, including the Mandatory vaccination requirements as amended from time to time by the Western Australian Government. The company maintains records of vaccination status for all employees.

Information provided by our employees remains confidential and the company does not have any right to disclose the same without consent from the employees before doing so. Instant Products Group intends to comply with the advice published by the OAIC in relation to Privacy obligations for our employees.

<https://www.oaic.gov.au/privacy/guidance-and-advice/coronavirus-covid-19-vaccinations-understanding-your-privacy-obligations-to-your-staff>

Individual employees presenting to sites for access shall comply with all government requirements and present, when asked to do so, a copy of suitable identification to verify their vaccination status.

Should you require any further information on our group policies please do not hesitate to contact the following members of our team

HSEQ Manager	Ana Krstanoska	ana.krstanoska@instantproducts.com.au
HR Manager	Jeff Villanueva	jeff.villanueva@instantproducts.com.au

A handwritten signature in black ink that reads "Scott Rawson". Below the signature, the text "MANAGING DIRECTOR" is printed in a small, all-caps, sans-serif font.

MANAGING DIRECTOR

IPG-0000-G01-207-0002
[https://instantproducts.sharepoint.com/sites/hseqmanagementsystem/ipg_hseq_system/9_records/communication/4_declarations/15.01.2022 - ipg vaccination declaration.docx](https://instantproducts.sharepoint.com/sites/hseqmanagementsystem/ipg_hseq_system/9_records/communication/4_declarations/15.01.2022_-_ipg_vaccination_declaration.docx)

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