

## PUBLIC RELATIONS POLICY

Mantr Group has developed this Public Relations Policy to set protocols for dealing with the community or members of the public. Mantr Group is committed to ensuring all workers who interact with members of the public are aware of their responsibilities and are adequately supported in the event of unreasonable behaviour. This policy aims to balance public accessibility and worker security.

The policy applies to all employees and private contractors/consultants who may interact with the community or members of the public. It applies to all forms of interaction including verbal, non verbal and written communication.

- You must direct any public enquiries immediately to your site supervisor
- You must not attempt to respond to the enquiry under any circumstances without approval of your site supervisor
- Where a member of the public has made contact or attempted to make contact with a sub contractor or other 3rd party contractor you must inform the CEO
- Employees or subcontractors are not to engage in or respond to behaviour that is offensive or threatening
- No unauthorised visitors are permitted access to secure staff work areas unless they are accompanied by an inducted worker and adequately covered by site regulations, unless there are exceptional circumstances such as emergencies
- Mantr Group will provide guidance and ongoing support for dealing with the public

A handwritten signature in blue ink that reads "Pawan".

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**Signed: Pawan Mishra – CEO**

01/05/2019

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**Date**