CORPORATE GOVERNANCE STATEMENT

Access Engineering Systems is a strong advocate of good corporate governance.

Good corporate governance is central to Access Engineering Systems' approach to good and ethical business.

The corporate governance and practices of Access Engineering Systems are set out in several key documents and policies. A summary of these documents and policies are set out below.

All Employees are always expected to act ethically and responsibly.

Access Engineering Systems will seek to achieve this through strong relationships with our employees, customers, partners, local communities and other stakeholders, which are based on honesty, transparency and mutual value creation. These principles underpin our corporate governance policies and procedures.

Access Engineering Systems recognises that high standards of corporate governance are essential to achieving our objectives. Access Engineering Systems continually reviews its corporate governance practices.

This statement summarises the corporate governance policies and practices adopted by Access Engineering Systems and its controlled entities (collectively **Access Engineering Systems**).

ROLE OF THE LEADERSHIP TEAM

Our Leadership Team is responsible for developing and operating a successful business.

The General Manager is responsible for evaluating and setting the strategic direction for Access Engineering Systems, establishing goals for management and monitoring the achievement of those goals. The General Manager is responsible to the Managing Director for the day-to-day management of Access Engineering Systems operations and implementation of Access Engineering Systems' strategic direction.

The General Manager Board has sole responsibility for the following:

- developing, reviewing and monitoring Access Engineering Systems' long-term business strategies;
- providing strategic direction to management;
- approving and monitoring budgets, major capital commitments and capital management
- ensuring that the Company has systems in place for risk management,
- internal compliance and control, codes of conduct and compliance with
- legislative requirements and ethical standards;
- reviewing and approving the Company's financial statements and other reporting obligations;
- establishing and maintaining corporate governance standards;

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- establishing a culture within Access Engineering Systems which strives for and rewards best practice in all areas of the business;
- monitoring Company performance and whether Access Engineering Systems is
  appropriately skilled to meet the changing needs of Access Engineering Systems;
- measuring performance of management against approved strategies;
- reviewing and monitoring the adequacy of resources for management to
- properly carry out approved strategies and business plans;
- ensuring that policies and compliance systems consistent with Access Group Solutions 'objectives and best practice are in place and that Access Engineering Systems and its managers act legally, ethically and responsibly on all matters.

MANAGEMENT FUNCTIONS

Our Leadership Team is responsible for developing corporate and operational strategy for Access Engineering Systems. Our Leadership Team is also responsible for:

- safeguarding Access Engineering Systems assets;
- managing the executive team responsible for Access Engineering Systems' operations;
- assessing business opportunities which are of potential benefit to Access Group
- Solutions;
- maximising the utilisation of available resources.

DIVERSITY

Access Engineering Systems is an equal opportunity employer and believes in treating all people with respect and dignity. These core principles of equality, diversity and recruitment and promotion based on merit are at the heart of everything that Access Engineering Systems does.

Access Engineering Systems believes that people are the key to its success and that a talented and diverse workforce is a key competitive advantage. Learning and development is focused on developing employee's strengths.

Access Engineering Systems values the contribution that people from a diverse range of backgrounds, cultures and communities can make. Our equal opportunity employment strategy supports the contribution from people with differences in ethnicity, gender, language, age, sexual orientation, religion, socio-economic status, physical and mental ability, thinking styles, experience and education.

Access Engineering Systems supports various strategies aimed at promoting and encouraging a diverse and talented workforce. Access Engineering Systems aims to recruit highly talented operational personnel from diverse cultural and operational backgrounds. Access Engineering Systems has flexible working arrangements, both generally and with specific employees, that are designed to encourage women to either remain in, or return to, the workforce and to allow all employees to accommodate work and family arrangements.

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Access Engineering Systems has adopted a Diversity Policy as an extension of Access Engineering Systems Equal Opportunity Employment Policy.

Access Engineering Systems has set an initial gender diversity target of 10% employees and 20% for manager/supervisor level and above. These targets have not been achieved but Access Engineering Systems has continued to appoint women to positions across the organisation where practical to do so.

EVALUATION OF SENIOR MANAGEMENT

Access Engineering Systems has adopted a self-evaluation process to measure its own performance and the performance of its Managers.

The Managing Director currently reviews the performance of all senior executives. This is conducted by a formal performance review process involving two-way dialogue and interviews with the General Manager to assess the performance of each executive.

CODE OF CONDUCT

Access Engineering Systems acknowledges the need for continued maintenance of the highest standard of corporate governance and ethical conduct by all Managers and Employees of Access Engineering Systems.

Access Engineering Systems has adopted a Code of Conduct for Employees to promote ethical and responsible decision-making.

The principles of the Code of Conduct for Employees are:

- Employees must act honestly, in good faith and in the best interests of Access
- Group Solutions as a whole;
- Employees must recognise that the primary responsibility is to the Access Engineering Systems
- Employees must not make improper use of information acquired in their role
- Employees must not take improper advantage of their positions
- Employees must not allow personal interests, or the interests of any associated person, to conflict with the interests of Access Engineering Systems;
- Confidential information received by an Employee during his or her duties remains the property of Access Engineering Systems and it is improper to disclose it, or allow it to be disclosed, unless that disclosure has been authorised by Access Engineering Systems, or the person from whom the information is provided, or is required by law;
- An Employee should not engage in conduct likely to bring discredit upon Access Engineering Systems;
- An Employee has an obligation, always, to comply with the spirit, as well as the letter of the law and with the principles of the Code of Conduct.

Access Engineering Systems Code of Conduct, which is available on the Access Engineering Systems website, provides guidelines aimed at maintaining high ethical

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standards, corporate behaviour and accountability within Access Engineering Systems.

All Employees are expected to:

- uphold high moral and ethical standards in conducting Access Group Solutions business;
- comply with all relevant laws and regulations;
- avoid real or perceived conflicts of interest;
- respect confidentiality and not misuse Company information, assets or facilities;
- value and maintain professionalism when dealing with others both internally and externally;
- act in the best interests of Access Engineering Systems;
- by their actions contribute to Access Engineering Systems reputation as a good corporate citizen which seeks the respect of the community and environment in which it operates;
- perform their duties in ways that minimise environmental impacts and maximise workplace safety;
- exercise fairness, courtesy, respect, consideration and sensitivity in all dealings within their workplace and with customers, suppliers and the public generally; and act with honesty, integrity, decency and responsibility always.

RISK MANAGEMENT

Managing Director is responsible for the oversight of Access Engineering Systems risk management and control framework. Responsibility for control and risk management is delegated to the appropriate level of management within Access Engineering Systems, with the General Manager having ultimate responsibility for the risk management and control framework.

POLICIES ON ACCESS ENGINEERING SYSTEMS WEBSITE

The following policies are contained in our Policies/Information section of Access Engineering Systems website: www.accessgroupsolutions.com.au.

- Code of Conduct for Employees
- Diversity & Inclusion Policy
- Procurement – Supplier Code of Conduct
- Modern Slavery Policy
- Legislative Compliance Policy
- Leaning & Development Policy
- Human Rights Policy
- Environmental Policy
- CSR Policy Statement
- Biodiversity Policy

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