

WHISTLEBLOWER POLICY

Feb 2025

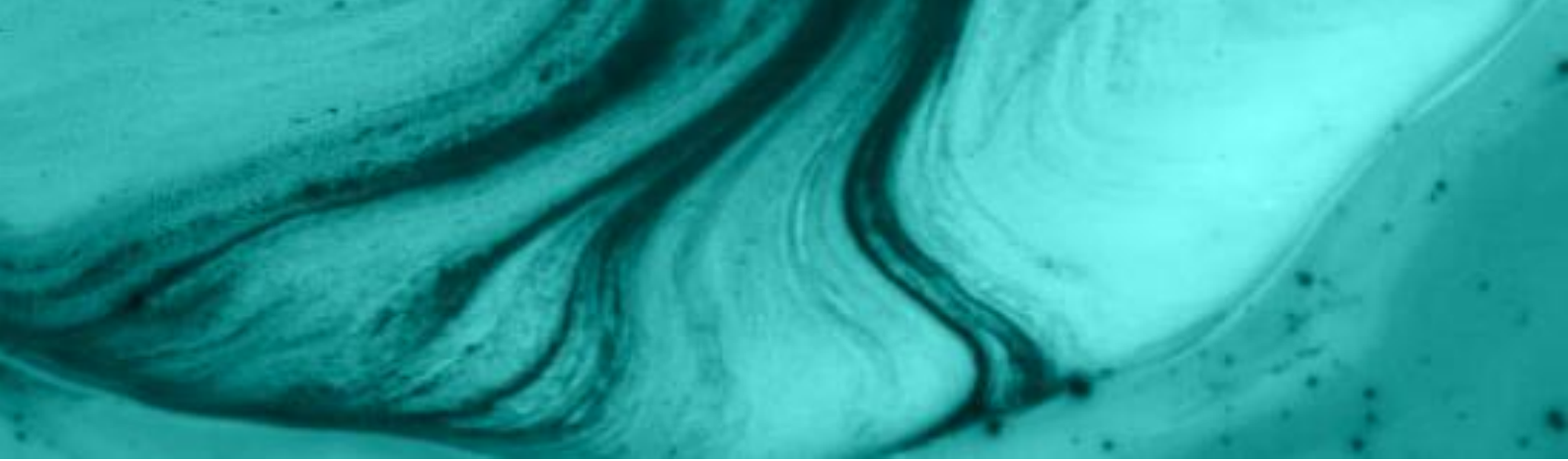
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Contents

.....	3
1 Overview	3
2 Purpose	3
3 Scope	3
4 Reportable Conduct	3
5 Making a Disclosure	4
5.1 Internal Reporting	4
5.2 Anonymity	4
5.3 External Reporting	4
5.4 Emergency or Life-Threatening Situations	4
6 Investigation	5
7 Protection for Whistleblowers	5
7.1 Protection from Legal Repercussions	5
7.2 Protection from Detrimental Conduct	5
7.3 Confidentiality	5
8 Record Keeping and Oversight	5
9 Support Available	5
10 Review and Updates	6



1 Overview

At Buildix Consultants, we are committed to maintaining the highest standards of integrity, accountability, and ethical behaviour. This Whistleblower Policy reflects our values and supports a culture of transparency and honesty in all our dealings with clients, partners, employees, contractors, and the community.

2 Purpose

This Policy is intended to:

- Encourage the reporting of concerns regarding actual or suspected misconduct;
- Protect individuals who make such disclosures from retaliation or adverse treatment;
- Ensure all reports are handled confidentially, sensitively, and fairly;
- Promote ethical business conduct and compliance with legal obligations.

3 Scope

This Policy applies to all individuals currently or previously associated with Buildix Consultants, including:

- Employees
- Directors
- Contractors and sub-contractors (including their employees)
- Suppliers (including their employees)
- Consultants
- Associates
- Auditors
- Relatives or dependents (or spouses of such) of any of the above

4 Reportable Conduct

You may report conduct you reasonably believe to be:

- Dishonest, fraudulent, or corrupt;



- Unlawful (including theft, violence, drug use, or property damage);
- A breach of legislation, regulation, or internal policy;
- Misconduct or gross negligence;
- Actions risking public safety or damage to the environment;
- Harassment, bullying, discrimination, or victimisation;
- Financial mismanagement or tax avoidance;
- Any attempt to conceal such behaviour.

Note: Personal work-related grievances (e.g., interpersonal conflicts, promotions, disciplinary actions) are generally not covered under this Policy and should be addressed through the appropriate grievance resolution processes.

5 Making a Disclosure

5.1 Internal Reporting

Disclosures may be made to any Director of Buildix Consultants, who will act as the Whistleblower Protection Officer.

You may contact them via:

Email: Abdullah.habash@buildixconsultants.com

Private & Confidential

Whistleblower Protection

Buildix Consultants Pty Ltd

If you feel that reporting to a Director is inappropriate or unsafe, you may report to an external authority as detailed below.

5.2 Anonymity

You may choose to report anonymously. However, doing so may limit Buildix's ability to investigate and follow up effectively. We encourage you to provide a method for safe communication, even if your identity remains undisclosed.

5.3 External Reporting

Disclosures can also be made to:

- ASIC (Australian Securities and Investments Commission)
- APRA (Australian Prudential Regulation Authority)
- The ATO (Australian Taxation Office)
- A legal practitioner for advice or representation

5.4 Emergency or Life-Threatening Situations

If the issue poses an immediate threat to life, safety, property, or the environment, contact emergency services. After the danger has passed, follow up with a report under this Policy.



6 Investigation

All disclosures will be assessed and, if appropriate, investigated. Investigations will be:

- Independent from any individuals named in the report;
- Conducted in a timely, fair, and objective manner;
- Handled with strict confidentiality to the extent possible.

If your identity is known, a Director will contact you to outline the investigation process and any protective measures.

7 Protection for Whistleblowers

7.1 Protection from Legal Repercussions

Individuals making disclosures in good faith will not face civil, criminal, or administrative action for their reports. This does not protect individuals who were involved in the misconduct.

7.2 Protection from Detrimental Conduct

Buildix prohibits retaliation against whistleblowers. This includes (but is not limited to):

- Termination or demotion
- Disciplinary action
- Bullying, harassment, or discrimination
- Damage to property, reputation, or financial position

Any form of retaliation should be reported to a Director immediately. You may also be entitled to legal remedies including reinstatement, compensation, or civil penalties.

7.3 Confidentiality

Your identity will remain confidential unless:

- You consent to disclosure;
- Disclosure is legally required; or
- It is necessary to prevent a serious threat or to investigate your report effectively.

We will take all reasonable steps to de-identify your information where possible.

8 Record Keeping and Oversight

All reports and investigations will be documented securely. Directors will review trends, outcomes, and corrective actions taken and may share de-identified summaries with relevant stakeholders to support continuous improvement.

9 Support Available

While Buildix does not yet have an internal Employee Assistance Program, you are encouraged to access external support services such as:



- Lifeline: 13 11 14
- Beyond Blue: 1300 22 4636

10 Review and Updates

This Policy will be reviewed annually or as required to reflect changes in the law or company structure. Buildix Consultants reserves the right to amend this Policy at its discretion.

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