



# GROUP COMMUNITY STANDARD 1 CORPORATE GIVING STANDARD

DATE: 2 JUNE 2022



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2/06/2022	Last amendment	Committee
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## 1. PURPOSE

IGO and its employees support a wide range of good causes and charitable organisations. This Standard:

- sets out IGO's philosophy regarding corporate giving and the associated governance processes
- applies to all IGO donations and all IGO employees
- is intended to provide guidance to IGO employees and information to IGO's external stakeholders; and
- is a public document.

## 2. OVERVIEW

In general, IGO's Corporate Giving is provided to supporting charities and other not-for-profit organisations that improve the quality of life of their beneficiaries.

In accordance with IGO's Purpose and Community Policy, the majority of IGO's Corporate Giving will be targeted specifically at the communities near our operational areas (i.e., our mines, development projects and our major exploration projects). These communities are referred to as our Host Communities. IGO's long-term success depends on our ability to build relationships with our host communities and related stakeholders. To this end, and in accordance with our Community Policy, IGO will work in a collaborative and transparent way with our stakeholders regarding corporate giving:

- create and share value through our corporate giving
- support the sustainable development of our host communities through our corporate giving; and
- measure our impacts and the effectiveness of our corporate giving.

IGO's Board approves an annual 'Corporate Giving' budget based on a formula that is reviewed periodically, along with a publicly available guidance statement that clearly describes our focus areas for donations and outlines the selection process for identifying recipients. This Standard provides that guidance.

## 3. FORM OF IGO'S CORPORATE GIVING

The nature of IGO's corporate giving takes two general forms, being cash and 'in-kind' donations. Cash donations can be in the form of direct donations or be made as part of IGO's employee donation-matching schemes. 'In-kind' donations generally include the donation of IGO resources (including people's time) or assets.

Employee donation-matching schemes are addressed in Section 13. IGO's provision of 'in-kind' donations is addressed in Section 14.

## 4. BUDGET FOR IGO CORPORATE GIVING

Subject to change at IGO's discretion, IGO will establish an annual corporate giving budget, based on the previous year's total revenue. At present this equates to 0.09% of total revenue.



This is benchmarked against company peers and LBG Australia data and will be reviewed every three years.

## 5. ALLOCATION OF BUDGET

Subject to change at IGO's discretion, the IGO budget for Corporate Giving will be allocated as follows:

- Typically, about 70% of the Corporate Giving Budget will be allocated to IGO's Host Communities, 15% will be allocated to General Community giving and the remaining 15% to sponsorship of not-for-profit events that are aligned with IGO's Corporate Giving Strategy; and
- Typically, about 80% of the Corporate Giving Budget will be allocated to Targeted Beneficiaries and the remaining 20% will be allocated to Other Beneficiaries, including IGO's employee donation matching schemes.

## 6. TARGETED BENEFICIARIES

In general, IGO's corporate giving shall be given to organisations that:

- support and improve the education of children
- support and improve the health and well-being of children
- enhance, protect, or rehabilitate the environment
- involve decarbonisation or adaption initiatives reducing climate change impacts; and
- support promotion of STEM/mining related education.

Collectively, those organisations that meet the above criteria are referred to as Targeted Beneficiaries. All other potential beneficiaries are referred to as Other Beneficiaries.

Irrespective of the type of beneficiary, in general, IGO will only make donations to accredited educational institutions, sports organisations, charities and not-for-profit organisations. As normal practice, IGO will not make donations to individuals nor to for-profit businesses.

## 7. RECIPIENT SELECTION CRITERIA

To be eligible for IGO's Corporate Giving, the potential recipient organisation must:

- possess and operate in accordance with a Code of Conduct that is materially aligned to IGO's Code of Conduct
- not be directly involved in gambling, recreational or illegal drugs, tobacco, armaments or alcohol (with the exception of those charities and organisations specifically dedicated to tackling addiction or drug abuse)
- not cause harm to animals for the purposes of either sport or entertainment
- not have, as their main purpose, the dissemination of political or religious information and do not otherwise use their charitable work to encourage support for political or religious causes
- not promote activities which involve significant damage to the environment.

IGO's preference is to support organisations that:

- have long-term goals and objectives
- are directly providing a service; and



- take an innovative approach to their projects and initiatives

## 8. REQUESTS FOR DIRECT DONATIONS

IGO will publicly call for donation requests from Targeted Beneficiaries following the internal approval of IGO's Annual Budget.

Typically, it is anticipated that the call for donation requests will occur on an annual basis in September. IGO may directly approach charities and other not-for-profit organisations in our host communities.

All requests for donations should be directed to the Company Secretary at the address set out in Section 16.

## 9. CHARITABLE CONTRIBUTIONS AND SPONSORSHIPS

All donations and sponsorships shall be made and approved in accordance with this Standard and be reported to the Board on an annual basis.

### 9.1 Charitable donations

IGO may make charitable donations that are legal and ethical under local laws and practices. A charitable donation may only be offered or made with the prior approval of the Corporate Giving Committee. The Corporate Giving Committee may put in place standing authorities for managers to make donations to specified levels, provided that this is consistent with delegated authorities, they are reviewed annually, and they are provided to the IGO's auditors.

In some countries, charities can be used as a screen for illegal bribes. Care must be taken to ensure that charitable donations are applied for the intended purpose.

### 9.2 Sponsorship

Sponsorship may not be offered or provided in exchange for a contract, permit or other business benefit. They also must not be offered with the objective of obtaining an improper business or other advantage or where it is likely to be perceived by third parties that this was the intention. Sponsorships must not be linked to a governmental official, politician or political party. Where appropriate, due diligence should be undertaken on the organisation seeking the sponsorship before providing sponsorship. Sponsorship arrangements must be transparent and documented in an agreement with the relevant organisation.

## 10. IGO CORPORATE GIVING COMMITTEE

The IGO Corporate Giving Committee is appointed by the CEO and is chaired by the Company Secretary. The role of the Committee is to:

- define host communities in consultation with operational and exploration leadership teams
- allocate a budget to each given host community from the total corporate giving budget
- monitor the performance of any project funded through the Corporate Giving program
- evaluate applications for IGO donations
- monitor compliance with this Standard, and
- report on the effectiveness of IGO's Corporate Giving program to the IGO Executive Committee and Board.



## 11. APPLICANT EVALUATION

Applications for donations up to \$10,000 shall be determined at the discretion of the Company Secretary.

Any applications for a donation of greater than \$10,000 in any one year, or greater than \$30,000 over three years, will be evaluated by the IGO Corporate Giving Committee. The IGO Corporate Giving Committee will select the successful applicants.

All individuals and organisations requesting support will receive notification either approving or rejecting their request. IGO's aim is to answer requests within six weeks of receiving them. An organisation which has a request for support rejected may submit a new request in the following financial year.

## 12. AGREEMENTS WITH BENEFICIARIES

Any donation of greater than \$10,000 in any one year, or \$30,000 over three years, from IGO to a Beneficiary will be supported by a formal written contract. The contract will specify the purposes for which the money is to be used and define the governance requirements as mutually agreed by the parties. The contract shall disclose all relevant corporate and personal conflicts of interest. Upon entering a contract with each beneficiary, IGO encourages co-promotion of the donation or sponsorship including use of the IGO logo. The parameters for using the IGO Company Name and Logo will be established on a case-by-case basis between the Company and the Beneficiary.

For the purposes of contract management, IGO's Company Secretary will be the Company's Representative.

## 13. SUPPORT OF IGO EMPLOYEE'S CHARITABLE ACTIVITIES

IGO encourages employee involvement in local charities and good causes and supports employee efforts by complementing existing employee fund-raising and contributions. Similarly, IGO also encourages employees to give their time and expertise to good causes and other organisations.

IGO will provide up to two day's paid leave per annum to any employee wishing to donate their time. Such leave is classified as Volunteer Leave and must be applied for as per the normal leave application process. From time to time, IGO may elect to have some, or all of the organisation employees participate in a 'Volunteer Day' of some type. Such days will be treated as a normal working day.

Employee led fundraising initiatives are similarly encouraged by IGO. Fundraising initiatives need to be an official event for a not-for-profit organisation with deductible gift recipient (**DGR**) status. IGO will fund 50% of each IGO employee's registration fees up to a maximum amount of \$250 per person in a financial year (capped at \$5,000 per fundraising team/event) and fund 50% of one piece of IGO logo clothing to wear at the event up to a maximum of \$100 per person (employees applying for funding for their team need to manage this using IGO preferred suppliers and ensure only IGO's authorised logo is used).

The team are encouraged to write an article for the IGO newsletter after the event noting IGO's support.

Within the constraints of the approved IGO Corporate Giving budget, IGO will match dollar-for-dollar all funds raised by IGO employees for charities up to a maximum value of \$250 per



employee. This can be arranged through an application for support of a specific fundraising project to the Company Secretary.

#### **14. IN-KIND DONATIONS**

On occasion, IGO may seek to dispose of redundant plant or equipment. Subject to IGO procedure, where appropriate, IGO employees may seek approval to have such materials donated to approved beneficiaries.

Any employee wishing to arrange such a donation should contact their Registered Manager or the IGO Company Secretary.

#### **15. IGO HUMANITARIAN APPEALS**

This Standard allows for the launch of an 'IGO Appeal' as approved by IGO's CEO.

For example, such an appeal may occur in response to a humanitarian crisis or a serious workplace incident.

Under such an Appeal, IGO would facilitate the activities of employees to raise contributions from fellow employees and match those contributions with IGO funds up to a pre-determined ceiling.

All Appeals must conform with the terms of this Policy and IGO's Code of Conduct and, unless there are exceptional circumstances, may run for no longer than two months.

#### **16. INFORMATION ON IGO CORPORATE GIVING**

Every year, IGO will publish the following details of its Corporate Giving in its Sustainability Report or similar:

- Any changes or modifications made to IGO's overall Corporate Giving strategy during the financial year
- The total amount donated to the leading recipients and a breakdown of donations by geographical area and sector; and
- The number of donation requests received, approved and rejected during the year by IGO.

IGO is also committed to communicating the details of its charitable donations program to employees as part of broader efforts to encourage employee participation in supporting charities and good causes.

If you have a request for a donation or any questions or concerns, you should contact the Company Secretary at:

IGO Limited  
PO BOX 496  
South Perth  
Western Australia 6951

Phone: 08 9238 8300

Email: [Joanne.McDonald@igo.com.au](mailto:Joanne.McDonald@igo.com.au), Attention: the Company Secretary.

This Standard will be reviewed annually by the Committee.