



PRIVACY POLICY & WEBSITE DISCLAIMER

Version 4.0

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1. Acceptance of this Privacy Policy

By providing EOS with personal information, using this website or applying for a job with the EOS group, persons agree to the collection, holding, use and disclosure of their personal information in accordance with this Privacy Policy.

Should persons not agree to the terms of this Privacy Policy, contact EOS to discuss alternative arrangements which may be considered. Our Privacy Officer's contact details are found in the Contacting EOS section of this policy.

2. Amendments to Privacy Policy

This Privacy Policy can be subject to change and will be updated from time to time to include any relevant changes. Persons should review the policy that is 'current' at the time of submission of any personal information, ensuring that they comprehend this Policy.

3. Kinds of information collected

Employees and candidates may be required to provide EOS with personal information while working with EOS. Persons applying for employment, providing goods or services to EOS or purchasing goods or services from EOS may also be asked for their personal information. The information that EOS collects will depend on the situation. In general, EOS may collect information such as:

- Name and contact details;
- Date of birth;
- Criminal record via a National Police Check;
- Citizenship or Residency Status;
- Medical/Health information
- Work history, experience and details of your performance;
- Education, qualifications and skills;
- Awards and achievements;
- Professional memberships, hobbies and affiliations;
- Details of referees and personal references; and
- Responses to EOS queries which assist to conduct the business, including recruitment decisions and staff surveys.

4. How information is collected

There are a number of ways in which EOS may collect personal information. EOS may request persons to provide personal information:

- Via EOS website;
- Directly, from publicly available resources;
- With consent, from third parties (where appropriate) including medical professionals and referees;
- View EOS careers database;
- When applying for a specific job vacancy;
- When persons are visiting an EOS location;

- Upon receiving a request to be a supplier or contractor; or
- When persons contact us.

5. Storage of personal information

EOS Australia has security measures in place to protect against the misuse, interference, loss and unauthorised access, modification or disclosure of personal information under our control. EOS presently stores all information on secure servers that are located either on site in one of our secure server rooms. Data that has been uploaded into the Microsoft Azure environment is controlled and cannot leave the Australian sovereign boundaries without the direct authorisation of the EOS Chief Information Officer.

EOS Australia does not currently store any information overseas however, if in future EOS Australia elects to transfer personal information to someone in a foreign country, this will be done in accordance with the requirements of the Australian Privacy Principles. It is likely that some of the entities which provide services to EOS store information overseas.

6. Passive information collection on website

Cookies or similar technologies may be used to collect information about visits to EOS' website www.eos-aus.com. A cookie is a small text file which is stored on computers or devices by a web browser when a website is accessed to enable visits to be recognised.

The kinds of information collected and held about the website visits include IP address, domain name, locality, operating system, browser type, referring website, search terms, pages and links accessed, and visit date and time. EOS may use this information for the purpose of maintaining and improving the company's website and enhancing customer experience browsing the website.

Cookies may be disabled when accessing the EOS' website, however some parts of the website may not function properly as a result.

7. Use of your personal information

EOS collects and uses personal information where necessary for business activities, including facilitating employment, sales, dealing with customers and suppliers.

Personal information will not be passed to anyone outside EOS for any other purpose than those set out under this Privacy Policy, except with those selected third party organisations who may be asked to assist in providing more information, goods, products or services that have been requested or in assessing applications for employment with EOS.

In relation to information provided by candidates for employment, EOS will only use applicant information in order to facilitate the recruitment process. EOS will not provide applicant information to any other individual, company or government body or organisation whatsoever, except as part of this process or as required by law.

8. Disclosure of personal information

EOS will not disclose personal information to any third parties except:

- To other companies within the EOS group, if required;
- To the extent required in order to contact referees or other people in order to confirm information you have provided (e.g. your work history and qualifications) and to perform relevant background checks with consent of the applicant;
- To third parties appointed by EOS, including our contractors, website and data hosting providers, technology service providers, accountants, lawyers and advisers (in which case EOS uses reasonable steps to ensure such third parties keep your personal information confidential) where consent has been provided to use the information in accordance with this policy.

9. Accessing and correcting your personal information

If access to personal information held by EOS is required (for example to update or correct it), we will provide access to that information in accordance with the Act. Where permitted by the Act, a reasonable fee may apply.

To request a correction, update or access to the personal information held by EOS, please contact the Chief Information Officer (designated EOS Privacy Officer).

10. Complaint process

Any questions or concerns about EOS' collection, use or disclosure of personal information, or if employees believe EOS has not complied with this Privacy Policy or the Act, please contact EOS using the contact details provided in section 12 of this document, providing as much detail as possible in relation to the query, issue or complaint.

EOS has an internal privacy complaint management process, which is guided by The Office of the Australian Information Commissioner (OAIC) general guidance for APP entities on establishing appropriate procedures for the handling of privacy complaints. You can find out more about the process, guidelines and how the OAIC accepts complaints by accessing their website <https://www.oaic.gov.au/privacy/privacy-complaints>.

11. Reporting of Notifiable Data Breaches

EOS takes reasonable steps to protect personal information from misuse, interference and loss, and unauthorised access, modification or disclosure. EOS has in place a data breach response plan intended to enable EOS to contain, assess and respond to data breaches in a timely manner, to help mitigate potential harm to individuals. Where required by the Act, EOS will notify any affected individuals or corporations, as well as the Office of the Australian Information Commissioner, in respect of notifiable data breaches which occur.

12. Contacting EOS

Any questions or comments about this Policy, or about handling of personal information should be addressed to the Chief Information Officer (EOS Privacy Officer):

Address: Electro Optic Systems, 18 Wormald Street, Symonston ACT 2609, Australia

Telephone: +61 2 6222 7900

Email: enquiry@eos-aus.com

EOS respects customer's privacy, the privacy of the business contacts and the privacy of employees.

If at any time you no longer wish to be notified by EOS, please send an email to enquiry@eos-us.com with the word "unsubscribe" in the subject line and your name and contact details in the body of the email to advise EOS that you do not wish to be further contacted. Please allow up to five working days for request to be processed.

13. EOS Website Disclaimer

1. By accessing or using the EOS website, or any information or data contained therein, you agree to the terms of use set out below. The terms of use include our legal disclaimers, our privacy policy and any other terms and conditions of use posted from time to time on the website.
2. The information provided on this website has been compiled for your convenience. Electro Optic Systems Pty Limited and its related bodies corporate, affiliates and their directors, officers, employees, agents, contractors, successors and assigns (together, the Company) makes no warranties about the accuracy or completeness of any information contained on this website.
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10. EOS share price is obtained from the Australian Securities Exchange and may be delayed. Users of this website are advised to contact the Australian Securities Exchange for the latest share price.
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14. Document Attributes

Document Information

Document Owner	Chief Operating Officer
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Stakeholder Approval

Version	Date	Approved by Board / Executive / Other
v1.0	Unknown	Approved by Board
v2.0	08/2018	Approved by COO and Company Secretary
V3.0	07/2021	Merged into v4 for approval
V4.0	07/2022	Approved by COO & CIO

Document Modification

Version	Date	Modification	Name
v1.0	Unknown	Created new Privacy Policy	Unknown
v2.0	08/2018	Reviewed and updated all relevant clauses	Jason Henry
V3.0	07/2021	Updated relevant clauses	Renee Strama
V4.0	07/2022	Updated complaints clause and general wording	Mark Haydon