



CANNON

RESOURCES

MENTAL HEALTH POLICY

Approval Date	April 2023
Review Date	April 2024
Last Update	April 2023

Mental Health Policy

Cannon Resources Limited ACN 646 149 902 (Company)

1 Introduction and Purpose

This Mental Health Policy (**Policy**) has been established by the board of directors (**Board**) of the Company to promote and maintain the health, safety and wellbeing of the employees of the Company and its subsidiaries (together, the **Group**) by identifying the causes and impact of work-related stress, recognizing the adverse effect of personal stress on work, and supporting the mental wellbeing of all employees.

The Company believes that the mental health and wellbeing of its staff is key to organizational success and sustainability.

2 Scope

This Policy applies to all employees of the Company, including contractors, interns, consultants, casual staff and directors for all entities within the Group.

3 Objectives

The objectives of this Policy are to:

- (a) build and maintain a workplace environment and culture that supports mental health and wellbeing;
- (b) provide education and training to recognise and respond to any mental health symptoms at the earliest opportunity;
- (c) promote a workplace that priorities health, wellness and safety for all staff members;
- (d) reduce any stigma around mental health concerns (including anxiety and depression) within the workplace, and the broader community;
- (e) enable active participation in initiatives that seek to support mental health and wellbeing; and
- (f) implement the use of preventative and early intervention models which support staff toward positive mental health and wellbeing.

4 Responsible parties

Role / Title	Responsibility
Company	<ul style="list-style-type: none"> • Promote a culture of open communication, encouraging employees to voice their mental health and wellbeing issues through one of the reporting channels listed in section 5 below, or a medical professional. • Ensure the work environment is free from all discrimination (including bullying, intimidation, harassment and victimisation). • Provide training for managers in good management practices. • Provide workplace flexibility (where required) to assist staff dealing with mental health and wellbeing issues (either themselves or a family member) such as flexible hours, provision of sick leave, working from home and monitoring workloads.

	<ul style="list-style-type: none"> • Take account of stress and mental wellbeing when planning and allocating workloads. The Company will provide opportunities to discuss these through one-on-one supervision processes. • Monitor working hours and overtime to ensure staff are not overworking and monitor holidays to ensure that employees are using their entitlement. • Treat mental health leave the same as sick leave, so that staff can address their mental health and wellbeing issues in the same manner as physical illnesses. • Ensure risk assessments include or specifically address work-related stress.
Employee	<ul style="list-style-type: none"> • Take care of their own mental health and wellbeing (including discussing any mental health and wellbeing concerns through a channel detailed above or a medical professional. • Support and contribute to a mentally healthy and supportive environment for all employees, including understanding this Policy and engaging in positive communication. • Awareness of their own actions so as to not impact the health and safety of other employees.

5 Reporting Channels

The Company provides key channels for employees who are facing mental health struggles to voice their concerns. Providing different channels allows employees to voice their concerns using the option they feel most comfortable with. These channels are listed below.

Channel	Contact
By phone	08 6383 9911
Written correspondence	admin@cannonres.com.au
Face to face	Company Secretary

All information provided and an employee's personal details will not be shared with any third party. Breach of confidentiality may result in disciplinary action being taken against the individual. However, the following circumstances may give rise to circumstances in which information needs to be shared with a third party:

- where an employee presents an immediate danger to themselves or others;
- where medical advice is required on how to support an employee or address issues on a particular mental health concern;
- where there have been allegations of bullying, harassment or misconduct which may require disciplinary action to be taken; and/or
- where action is required to reallocate work within a team.

6 Communication

In line with the Group's promotion of positive mental health and wellbeing, the Company will ensure that:

- employees all receive a copy of this Policy during their induction process;

- (b) this Policy is easily accessible by all employees;
- (c) employees are informed when a particular activity aligns with this Policy;
- (d) employees are notified of all changes to this Policy; and
- (e) employees are given the opportunity to contribute and provide feedback to this Policy.

7 Review of the Policy

This Policy shall be reviewed annually by the Board to ensure that it is operating effectively and ascertain whether changes are required to the Policy.