

JTH Asset Management Pty Ltd is committed to ensuring the health, safety, and wellbeing of all employees, subcontractors, visitors and clients and will therefore provide a smoke and vape free working environment. This policy applies to all JTH employees, subcontractors and visitors attending or working at our premises. When working on mine site, employees are required to adhere to the smoking policy for the site.

The purpose of this policy is to ensure compliance with legislation and workplace health and safety requirements, to effectively manage a smoke and vape free workplace to minimise the health risks associated with smoking and passive smoking in the workplace.

JTH will maintain the following "Smoke Free" areas through proactive involvement of all employees and management by not smoking:

- In offices.
- In crib rooms or eating areas.
- Inside vehicles or machine cabs.
- Any smoke free designated public place.
- At any location where signage prohibits smoking.

JTH Asset Management aims to achieve these policy objectives by:

- Providing training and education on JTH's smoking policy and health effects caused by smoking.
- Providing employees access to support resources or medical advice to assist with quitting smoking.
- Providing employees access to JTH's EAP to assist those wanting to lead a healthier lifestyle.

This policy statement shall be displayed at our JTH office in Mackay and is communicated to employees during our Safety Induction, and accessible via our Company website. We will review this policy periodically to ensure it remains relevant to the needs of the Company and our clients.

The directors of JTH Asset Management endorse this policy to confirm their personal commitment to providing a smoke and vape free working environment for employees and members of the public.

**JTH IS COMMITTED TO PROVIDING A SMOKE FREE WORKPLACE THOROUGH RESPONSIBLE  
MANAGEMENT.**

**Jason Trannore** | Director

**Dan Hollis** | Director