



ANTI-HARASSMENT POLICY

Title: Anti-harassment policy	Document No. 001
Effective Date: 01 December 2023	Next Review Date: 01 December 2026
	Approved by the executive committee on 01 December 2023

TABLE OF CONTENTS

1. GENERAL.....	3
2. OVERVIEW	4
3. BACKGROUND	5
4. POLICY.....	6
5. SCOPE	7
6. WHAT IS HARASSMENT?	8
7. REPORTING HARASSMENT	9
8. REVIEW.....	10

Code of good practice on the prevention and elimination of harassment in the workplace ...11

1. GENERAL

- 1.1 Northam Platinum Holdings Limited (Northam Holdings, Northam, the company or the group) is listed on the main board of the securities exchange operated by the JSE Limited (JSE), under share code NPH.
- 1.2 The instruments of its subsidiary, Northam Platinum Limited, are listed on the debt market of the JSE under debt code NHMI.
- 1.3 The group includes Northam Holdings and all entities that, from time to time, qualify directly or indirectly as subsidiaries of Northam Holdings.

2. OVERVIEW

- 2.1 In accordance with principle 3 of the King IV Report on Governance for South Africa, 2016 (King IV™), Northam is a responsible corporate citizen, and complies with the Constitution of South Africa (the Constitution) including the Bill of Rights.
- 2.2 The Constitution represents the highest law of the country and protects the right to dignity, equality and fair labour practices in terms of the Bill of Rights.
- 2.3 The Employment Equity Act, 1998 (the Act), is one of the key legislative and policy interventions within the Constitution that Northam subscribes to with the aim to achieve equity in the work environment by promoting equal opportunity and fair treatment in employment, through the elimination of unfair discriminatory employment policies, procedures and practices which result in inequalities in the workplace.

3. BACKGROUND

- 3.1 Section 6(1) of the Act prohibits unfair discrimination, directly or indirectly against an employee in any employment policy or practice on, one or more grounds, including race, gender, sex, pregnancy, marital status, family responsibility, ethnic or social origin, colour, sexual orientation, age, disability, religion, HIV status, conscience, belief, political opinion, culture, language, birth, or on any other arbitrary ground.
- 3.2 Section 6(3) of the Act states that harassment of an employee is a form of unfair discrimination and is prohibited on, any one or a combination of grounds of unfair discrimination listed in subsection 6(1) of the Act.
- 3.3 Section 54 of the Act empowers the Minister of Employment and Labour to issue codes of good practice on the advice of the Commission for Employment Equity.
- 3.4 In terms of section 54 of the Act, the Code of Good Practice on the Prevention and Elimination of Harassment in the Workplace (the code) was issued under government gazette 11409 on 18 March 2022.
- 3.5 Northam has adopted the prescripts of the code to form the basis of its anti-harassment policy, including consideration to the Promotion of Equality and Prevention of Unfair Discrimination Act, 4 of 2000.
- 3.6 A copy of the code is attached to this policy.

4. POLICY

- 4.1 Northam takes responsibility to provide a harassment free work environment, and will not permit, tolerate or condone harassment of any kind.
- 4.2 Employees are required to create and maintain a working environment in which the dignity of others is respected, and must:
 - 4.2.1 Refrain from committing any acts of harassment.
 - 4.2.2 Ensure their standards of conduct do not cause offence.
 - 4.2.3 Discourage unacceptable behaviour on the part of others.
- 4.3 Any person who is, or has been subjected to harassment has the right to, and is encouraged to report all incidents of harassment to the company.
- 4.4 The company will endeavour to resolve all incidents in a sensitive, efficient, effective and confidential manner.
- 4.5 Confirmed incidents of harassment will result in disciplinary action up to and including termination of employment.
- 4.6 Victimisation or retaliation of any sort against a person, who in good faith reports an incident or grievance of harassment, is a disciplinary offence and will result in disciplinary action.
- 4.7 Any malicious or bad faith reporting of harassment incidents for improper reasons are considered unacceptable, and if found guilty will result in disciplinary action including dismissal.

5. SCOPE

- 5.1 This policy applies to the company, all its directors, officers and employees, clients and customers, suppliers and contractors, job seekers and job applicants, as well as other persons having dealings with the company, acting in their capacities as such, whether on a permanent or temporary basis, irrespective of their position, job grade or level.
- 5.2 This policy does not substitute any related human resources policies or processes.
- 5.3 It is the responsibility of each person / party described in 5.1 above, to familiarise themselves with the content of this policy and understand how this policy applies to their roles within the company.

6. WHAT IS HARASSMENT?

- 6.1 The term “harassment” refers to unwanted or unacceptable conduct that is distinguishable from acceptable conduct in the workplace which impairs the dignity, creates a hostile or intimidating work environment for one or more employees, and is related to one or more of the grounds in terms of section 6(1) of the Act.
- 6.2 Harassment can occur as a single instance or event, or as a result of a pattern of persistent unwanted conduct.
- 6.3 Harassment can occur between persons irrespective of their sex or gender expression, and is not only limited to sexual harassment and racial harassment.
- 6.4 Harassment includes violence, physical abuse, psychological abuse, emotional abuse, sexual abuse, gender-based abuse and racial abuse.
- 6.5 Harassment involves the use of physical force or power, whether threatened or actual, against another person, or against a group or community.
- 6.6 Other forms of harassment include:
 - 6.6.1 Bullying which comprises offensive, intimidating, or insulting behaviour through the abuse and/or misuse of power, intended to undermine, humiliate, denigrate or injure a person or group of employees.
 - 6.6.2 Victimisation or intimidation, whereby a person is treated inappropriately or is subjected to a detriment or fear as result of reporting discrimination by another person, or refusal to submit to an unwanted conduct.

7. REPORTING HARASSMENT

- 7.1 Any person who is, or has been subjected to any unwanted conduct, that is considered to constitute harassment, is encouraged to report the incident to the human resources department, security, or the independent ethics and fraud hotline.
- 7.2 Reporting includes incidents from both employees and non-employees of harassment, either by persons employed within the company or by third parties, such as suppliers and contractors.
- 7.3 Reporting of incidents can also include any person who witnesses or becomes aware of any harassment.
- 7.4 All incidents of harassment, irrespective of the person's position, job grade or level should be reported in a timely manner to allow the company to take appropriate action in terms of conducting an independent investigation.
- 7.5 The investigation will be to determine, based on initial examination of information, if the report of harassment has sufficient evidence to be considered as valid.
- 7.6 A report comprising the results of the investigation will be presented to the human resources department for its consideration.
- 7.7 Reporting is confidential, and the company reserves the right to suspend the alleged person or persons until such time the investigation has been finalised.

8. REVIEW

- 8.1 This policy shall be reviewed as and when necessary to enhance its overall effectiveness to ensure compliance with laws and regulations, as well as best practice and good corporate governance.

Code of good practice on the prevention and elimination of harassment in the workplace