



Workplace Response to Family & Domestic Violence and COVID-19

To: All employees - Australia

From: Stephen McIntosh, Group executive – Growth & Innovation and HSE
Sponsor of Rio Tinto's Family & Domestic Violence response initiative
Male Champion of Change

Action: Guidance for employees based in Australia

Dear Colleagues

At Rio Tinto we want our people to be safe and healthy at work and at home. The COVID-19 pandemic is adding pressure to many households with self-isolation measures, financial hardship and changes to working and schooling arrangements. In times like these, some of our employees and their families may be in a situation where their risk of family and domestic violence has increased. We want to help.

The following support is available:

- **Speak to someone:** if you are affected by family or domestic violence and need support, please speak in confidence to your leader, to your HR representative, a Peer Supporter or our Employee Assistance Programme provider.
- **Work arrangements:** for employees affected by, or at greater risk of, family and domestic violence by working-from-home:
 - You can be designated as “essential office workers” and you will then have access to a safe office location operated in accordance with COVID-19 safety protocols. Your leader and HR can arrange this for you.
 - You also have access to self-contained accommodation as per Rio Tinto's Family & Domestic Violence Guidance Note. Your leader and HR can arrange this.
- **Rio Tinto's Family & Domestic Violence Guidance Note** has the following support available:
 - Up to 10 days paid leave with additional leave that may be granted on a case-by-case basis;
 - Emergency accommodation
 - Emergency financial assistance
 - We can support and guide you through a safety plan

- **External support service providers:** There are several options for employees seeking support through external services and service support cards for the various regions in Australia are attached here.

Don't be a bystander

At the moment, when a large number of us are working from home, the lines between work and home are more blurred than usual. We may have employees who are affected by domestic violence and the sobering reality is that we may also have employees who use violence or abuse at home. The same will be true in our neighbourhoods and communities at this time of heightened anxiety and pressure.

If you see something that doesn't look right with one of your colleagues, the attached Service Support Cards can provide advice on how to have the right discussions and offer support. Your regional HR team and our EAP provider are also available to you if you need guidance to support a colleague through a domestic violence situation.

The first priority in the event of any incident must always be the safety of the individual and their family. Call the Police if danger is imminent. Don't be a bystander, don't rationalise or make excuses for a situation if you think someone is at risk.

At Rio Tinto we believe everyone should be safe at work and at home. This means living our values every day, speaking up, asking someone if they are OK and offering support. Intervention is critical to breaking the cycle of violence.

Your health, safety and wellbeing are our top priority. Please reach out and ask for help if you need it, and look out for each other.

Be safe.
Steve

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