




Privacy Policy

Babylon Pump & Power Limited

(ACN 009 436 908)

Adopted by the Board on 22 June 2023

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Babylon Pump and Power Limited – Privacy Policy

The privacy and security of the personal information that we hold about you is very important to us and is an important part of our relationship with our clients. The following Privacy Policy applies to all clients of Babylon Pump and Power Limited and its related entities (collectively BPP). It is designed to assist you in understanding how we collect and deal with your personal information. By dealing with us, you consent to the collection, use and disclosure of your personal information as described in this policy.

1 Introduction

We will not use or disclose personal information for a purpose other than that for which it was collected unless it is:

- (i) a purpose described below
- (ii) a purpose required by law, or
- (iii) a purpose for which we have obtained consent.

2 Collection of Information

Personal information will only be collected to the extent necessary for us to be able to provide you with the assistance you seek from us, or, if you have “opted in”, for the purposes of providing marketing and investment materials, except as is required or authorised by law. We may request information from you in order to provide the best service possible. In addition, we may collect personal information in client meetings, in writing, by telephone and email and through other methods of communication.

Instances when we collect such information include:

- (i) when interviewing and recruiting for employment
- (ii) when providing rental and maintenance services to you
- (iii) when interacting with you via our websites
- (iv) when dealing with certain government agencies or departments
- (v) when required by law.

Information collected would generally comprise name, address, postal address, telephone, email contact details, business, and professional details, as well as details of the BPP products or services that you use.

Information collected for recruiting may include sensitive information such as criminal record checks, policy checks, and health or genetic information. Information collected for employment will include payment details, next of kin and qualifications relevant to the position of employment.

Should you contact us requiring technical or similar assistance, information relating to your problem or suggested solution are also recorded by us to assist customer relationship management.

When we collect personal information from you, we will take reasonable steps to ensure that you are aware of:

- (i) our contact details
- (ii) your rights to access the personal information we have collected
- (iii) the purpose for which the information was collected
- (iv) types of third parties we will normally disclose or transfer personal information to
- (v) any legal requirement on our part to collect the personal information
- (vi) the possible consequences of us not disclosing personal information when required to do so.

When applying for vacant positions and job applications, we may disclose the personal information you provide to us to BPP employees and/or advisors for the purpose of considering you for career opportunities at BPP.

3 How We Use This Information

If you purchase a product or service from us, we may request certain personally identifiable information from you. You may be required to provide contact information (such as name, email, and postal address) and financial information. We use this information for ordering and billing purposes, and if we have trouble processing an order, to contact you. We collect personal information so that we can communicate with you about:

- (i) employment
- (ii) the products and/or services that you use and efficiently administer all products and services we provide to you.
- (iii) ASX notices, company updates, and investor information.
- (iv) Upcoming events such as seminars and conferences in which BPP is participating.

In addition, we use the personal information we collect to enable us to provide appropriate services to you, and to enable us to comply with any legal requirements.

Correspondence is recorded in order to provide service references, and to assist in our staff development.

If at any stage you do not wish to receive such information and you contact us in writing to advise us of your wishes, we will remove your information from our marketing list.

4 Information Storage

Electronic customer management and database systems are used to store personal information. The systems are accessed by authorised users and contain security features to ensure the protection and integrity of the data that we hold. BPP will take reasonable steps to destroy or permanently de-identify personal information if it is no longer needed for the purposes for which BPP is authorised to use it.

We take all reasonable measures to protect personal information from loss, unauthorised access, destruction, misuse, modification or disclosure.

5 Disclosure

BPP may at its discretion use other third parties to provide essential services on our website or for our business processes. We may share your details as necessary for the third party to provide that service. These third parties are prohibited from using your personally identifiable information for any other purpose. BPP does not share any information with third parties for any unknown or unrelated uses.

We reserve the right to disclose your personally identifiable information to BPP's advisors or third parties engaged by BPP to assist in providing you with the services requested, as required by law and when we believe that disclosure is necessary to protect our rights and/or comply with a judicial proceeding, court order, or legal process that may be served on us.

6 Access to Information

We aim to keep our information as accurate as possible. Individuals can access their personal information, request correction or deletion of the personal information (but only where it is no longer required for a legitimate business purpose), and request that the processing of their personal information is restricted.

For queries on this policy, please contact The Privacy Officer at admin@babylonpumpandpower.com, or write to us:

The Privacy Officer
Babylon Pump & Power Ltd
PO Box 31
Como WA 6952

We are committed to protecting the privacy of your personal information, and if you are dissatisfied with either the manner of collection or the use of such personal information, please contact our Privacy Officer on the contact details listed above to discuss the matter.

7 Links

Links on the BPP site to external entities are not covered by this policy. The terms and conditions set out in this privacy statement only cover content hosted on www.babylonpumpandpower.com.

8 Changes to Privacy Policy

If we decide to change our policy about privacy, we will post the change(s) to this policy, BPP's website and other places we deem appropriate so that you are aware of what information we collect, how we use it, and under what circumstances, if any, we disclose it.