IT ACCEPTABLE USE POLICY
EVN-POL-IT-001

1. PURPOSE

1.1. This policy defines the requirements and protocols for utilising Evolution Mining's ("EVN", "Evolution" or "the Company") Information, Communication and Technology Systems ("ICT") to ensure that these are used in an appropriate manner, consistent with the values and relevant policies of the Company, and to maintain the integrity and security of the Company's assets and data.

1.2. ICT infrastructure is provided for the primary purpose of enabling Employees to perform their work-related tasks efficiently and effectively. Employees are personally accountable for all data and actions recorded under their unique login credentials.

2. SCOPE

2.1. ICT infrastructure includes all computer systems such as computer network equipment, servers, desktop and notebook computers, fixed and mobile communication devices and platforms, cloud systems and all other electronic information, media and data repository platforms owned or used by the Company to process, store or access data and information.

2.2. This policy applies to all Evolution employees and contractors ("Employees") using any ICT infrastructure supplied by the Company or using a personal device to access the Company's ICT infrastructure.

3. POLICY

3.1. Employees must ensure they use the ICT infrastructure appropriately and in accordance with EVN values, policies and Code of Conduct.

3.2. Employees must not use the ICT infrastructure to do anything that is illegal, compromises EVN's security, confidentiality, reputation, software licensing conditions, operational and/or financial performance or which involves inappropriate content or any commercial activity or business undertaking for personal gain.

3.3. Employees must complete Cyber Security Awareness Training and use the ICT infrastructure in accordance with the available training documentation.

3.4. Employees must ensure that they regularly access the Company's electronic communication platforms (including, but not limited to email, the Portal and Yammer) for important messages, announcements, updates and guidelines, including those related to the ICT infrastructure.
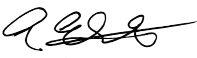
4. BREACH OF POLICY

Failure to comply with this policy may result in the suspension or termination of access to any or all the ICT Infrastructure, disciplinary action, and possible termination of employment.

5. FURTHER INFORMATION

The Company has developed a set of Guidelines to support the ICT Infrastructure which includes details of the physical devices and software applications used across the Company, and a non-exhaustive list of inappropriate behaviours. The Guidelines are available on The Portal.

6. APPROVALS

IT Acceptable Use Policy	EVN-POL-IT-001	Owner: Group IT	Approver: Executive Chairman
Version Control: 3.0	Issued: 16/7/2018	Name: Evan Elstein	Name: Jake Klein
Uncontrolled if printed.	Review Date: 31/7/2020	Signature	Signature