

## Communications

Hannas endeavours to maintain a consistent and high profile as a professional contractor in the construction industry. In order to achieve this, the public face of the company must be clearly and consistently articulated.

The only personnel authorised to release information to the public on behalf of the company are the Chief Executive Officer and the Chief Operating Officer.

The only personnel permitted to speak to the media about the company or its operations are the Chief Executive Officer and the Chief Operating Officer.

If staff or employees are solicited by the media for information about the company or its operations, they shall direct the interested party to the Chief Executive Officer.

If the public requests information or presents a complaint about company operations, the recipient of the request or complaint shall be polite to the person(s) and shall direct them to the relevant Supervisor or Project Manager to respond with the relevant information or complaint procedure.

Management are responsible for ensuring adherence to the provisions of this policy. All staff are responsible to assist Hannas in achieving the objectives of the policy.

A handwritten signature in black ink, appearing to read 'Danny Hanna'.

**Danny Hanna**  
**Chief Executive Officer**  
Hannas  
12<sup>th</sup> October 2016