

Due Diligence Policy

A proactive approach to managing aviation, road transport, environmental, and work health and safety risks and impacts.



At Airbus Australia Pacific (Airbus AP), due diligence is a critical and proactive approach to enable our leaders to manage Airbus AP aviation, road transport, environmental, and work health and safety risks and impacts.

We expect our leaders to bring an enquiring mind to these risks and impacts. We also expect our leaders to positively promote a culture of compliance with Airbus AP processes, systems and practices, which are designed to manage these risks and impacts.

Airbus AP adopts a zero tolerance approach to non-compliance with its processes, systems and practices.

Due diligence includes taking every precaution that is reasonable in the circumstances to protect all workers, others, and the environment from risks and impacts arising from our business (including undertakings).

When exercising due diligence, it is important for leaders to consider each step, as well as the process as a whole, taking into account the interconnections between the steps and observing any relevant patterns and trends.

This Policy will apply to all Airbus AP leaders, including leaders who may perform leadership roles in circumstances such as leave and other acting arrangements.

It is important for Airbus AP leaders to keep records of their due diligence activities.

Due diligence steps

As a minimum, Airbus AP leaders are expected to take reasonable steps to:

- 1. Acquire and keep up to date knowledge** of aviation, road transport, environmental, and work health and safety matters.
- 2. Gain an understanding of the nature of the operations of the business** and generally of the hazards, risks and impacts associated with those operations.
- 3. Ensure appropriate resources and processes are provided** to enable hazards to be identified and risks to be eliminated or minimised.
- 4. Ensure that the business has appropriate processes for receiving and considering** information regarding incidents, hazards, risks and impacts and responds in a timely way to that information.
- 5. Ensure the business has, and implements, processes for complying with any legal duty or obligation** of the business under relevant laws.
- 6. Verify the provision and use of the resources and processes referred to in 2. – 5. above.**

At Airbus AP, we are committed to supporting our leaders meet their proactive due diligence obligations.

A stylized signature of Andrew Mathewson, consisting of a large 'A' followed by a horizontal line.

Andrew Mathewson
Managing Director

Date: 13 May 2020

AIRBUS