

Sustainability Report 2022 GRI Content Index

Port Waratah Coal Services Limited has reported in accordance with the GRI Standards for the period 1 January 2022 to 31 December 2022. This GRI Content Index provides an overview of our reporting against the GRI Global Reporting Standards.

GRI STANDARD	DISCLOSURE	LOCATION AND ADDITIONAL INFORMATION	OMISSION AND EXPLANATION
GRI 1: Foundation 2021			
General Disclosures			
GRI 2: General Disclosures 2021	2-1 Organizational details	SR: 6; Annual Financial Report	
	2-2 Entities included in the organization's sustainability reporting	SR: Inside front cover	
	2-3 Reporting period, frequency and contact point	SR: Inside front cover	
	2-4 Restatements of information	There were no restatements of information.	
	2-5 External assurance	SR: Inside front cover, 14, 18; Annual Financial Report	
	2-6 Activities, value chain and other business relationships	SR: 6, 10, 42, 44, 45	
	2-7 Employees	SR: 37, 39	
	2-8 Workers who are not employees	SR: 36	
	2-9 Governance structure and composition	SR: 37; Annual Financial Report ; Our people	
	2-10 Nomination and selection of the highest governance body	SR: 10; Board Members are selected based upon percentage of shareholdings and possess significant qualifications and experience and broad industry knowledge as denoted in the Annual Financial Report	
	2-11 Chair of the highest governance body	The Chairperson of the Board is not a Senior Executive of Port Waratah.	
	2-12 Role of the highest governance body in overseeing the management of impacts	Governance ; The Board's ARC and HSEC, both hold four meetings a year respectively and focus specifically on compliance and governance to manage our operational risks and challenges.	
	2-13 Delegation of responsibility for managing impacts	SR: 46; Governance Framework	
	2-14 Role of the highest governance body in sustainability reporting	SR: 46; Governance	
	2-15 Conflicts of interest	Code of Conduct ; Board members note the following statement at the start of every Board meeting: "Given that all Directors are nominated by a shareholder or group of shareholders and that shareholders are all participants in the coal industry we all, to some extent, have a potential conflict of interest with Agenda Items included in these papers. We should note that any decisions made on these items by Port Waratah Directors will be made in the long-term interest of Port Waratah by arriving at a fair and equitable solution for our customers, and hence maintaining the reputation of Port Waratah."	
	2-16 Communication of critical concerns	SR: 30; Code of Conduct ; Whistleblower Policy Statement and Whistleblower Policy Procedure provide a policy governance framework for communication of critical concerns. Our Board committees (ARC and HSEC) also channel material issues/ concerns through to the Board. These committees both meet four times a year, and our Board meets bi-monthly from March (five times per year).	

GRI 2: General Disclosures 2021

2-17 Collective knowledge of the highest governance body	<p>Our HSEC is the channel by which new developments are reported to the Board. The HSEC meets four times a year. Agendas of the ARC and HSEC include items for new developments and new legislation.</p>
2-18 Evaluation of the performance of the highest governance body	<p>Under the direction of the Chair, our Board conducts a self-evaluation survey every three years. Survey results are reviewed by the Board and follow-up actions are implemented. Board Committees are able to call on external experts for presentations and training when required.</p>
2-19 Remuneration policies	<p><u>Annual Financial Report</u>: No Director has received or become entitled to receive a benefit by reason of a contract made by the company or a related body corporate. As set out in Note 24 (b) of our annual Financial Statements, there is no scheme for the payment of bonuses, options, additional retirement benefits, loans or any other form of incentive payment to Directors.</p> <p>The remuneration of Key Management Personnel is set out in Note 24 (a) of our annual Financial Statements. Senior Executives are remunerated aligned to market competitive terms. Remuneration of executive management includes bonuses identified through business and role specific performance indicators, which are also related to economic, environmental and social dimensions.</p>
2-20 Process to determine remuneration	<p>Port Waratah's approach to determining and providing remuneration, benefits, development and career opportunities to employees are based on commitment of the following principles;</p> <ul style="list-style-type: none"> • providing market-competitive remuneration to attract, motivate and retain key talent • ensuring financial rewards are directly linked to employee contributions, individual and business performance • providing a consistent and equitable approach to remuneration review processes and ensuring all reward decisions are made free from bias and support diversity • completing annual performance reviews to provide feedback on performance and areas for improvement • ensuring that remuneration is fair and reasonable, based on merit and underpinned by a transparent and consistent methodology • identifying and taking action to correct gender pay inequities and any other remuneration inequities <p>For employees engaged under the Enterprise Agreement, remuneration movement is negotiated, agreed and approved for the term of the agreement, and lodged with Fair Work Australia. For employees engaged under individual employment contracts, a role classification framework and remuneration matrix are used to guide and determine remuneration decisions and movement. Additionally, periodic remuneration benchmarking is conducted to compare remuneration levels within similar industries. Other factors that inform remuneration decisions include budget, internal relativity comparisons, gender pay-equity considerations, economic indicators, individual and business performance levels.</p> <p>Remuneration decisions follow multiple levels of review and approval, including the Leader, Human Resources and the Chief Executive Officer. The Manager Human Resources recommends and approves all remuneration offers and movements and provides continued guidance and recommendations in relation to elements of remuneration, rewards, recognition, and management of performance.</p>

GRI 2: General Disclosures 2021	2-21 Annual total compensation ratio		Omission: Entire disclosure Reason: Confidentiality constraints Port Waratah operates in a highly competitive industry. Wages of all Port Waratah workers are market competitive. A benchmark review of market parity is conducted annually.
	2-22 Statement on sustainable development strategy	SR: 4, 5, 8	
	2-23 Policy commitments	SR: 8; Annual Financial Report; Governance	
	2-24 Embedding policy commitments	Who we are; Governance : Port Waratah's Board meets bi-monthly from March (five times per year). The ARC and HSEC both meet four times per year.	
	2-25 Processes to remediate negative impacts	SR: 18-30; Engagement with stakeholders involves learning and understanding their perspective and concerns around potential negative impacts. We provide them with information on management processes and where relevant and appropriate, establish improvement measures through investment and special projects. Our Intelligent Dust Management System and Control Discharge Filtration System are examples of this. Both of these systems were developed to reduce impacts to air quality and improve the water quality of excess water released to the Hunter River and address key stakeholder concerns.	
	2-26 Mechanisms for seeking advice and raising concerns	Whistleblower Policy Statement; Whistleblower Policy Procedure	
	2-27 Compliance with laws and regulations	SR: 10, 19	
	2-28 Membership associations	Partnership - Who We Are	
	2-29 Approach to stakeholder engagement	SR: 6, 8, 10, 15, 30, 36, 37	
	2-30 Collective bargaining agreements	SR: 36	
Material topics			
GRI 3: Material Topics 2021	3-1 Process to determine material topics	SR: 6	
	3-2 List of material topics	SR: 7	
Economic Performance			
GRI 3: Material Topics 2021	3-3 Management of material topics	SR: 9, 44; Annual Financial Report	
GRI 201: Economic Performance 2016	201-1 Direct economic value generated and distributed	SR: 32-34; Annual Financial Report	
	201-2 Financial implications and other risks and opportunities due to climate change		Omission: Entire disclosure Reason: Information unavailable/incomplete Intend to include in 2023 reporting suite.
	201-3 Defined benefit plan obligations and other retirement plans	Annual Financial Report	
	201-4 Financial assistance received from government	Port Waratah did not receive any government funding in 2022.	

Market Presence		
GRI 3: Material Topics 2021	3-3 Management of material topics	SR: 9, 12-13, 39; Supporting home grown talent
GRI 202: Market Presence 2016	202-1 Ratios of standard entry level wage by gender compared to local minimum wage	Omission: Entire disclosure Reason: Not applicable The proportion of employees that are compensated based on wages subject to minimum wage is considered immaterial.
	202-2 Proportion of senior management hired from the local community	SR: 37
Indirect economic impacts		
GRI 3: Material Topics 2021	3-3 Management of material topics	SR: 8, 9, 32-33, 44
GRI 203: Indirect Economic Impacts 2016	203-1 Infrastructure investments and services supported	SR: 42; Community partnerships
	203-2 Significant indirect economic impacts	SR: 32-34; Storylines
Procurement		
GRI 3: Material Topics 2021	3-3 Management of material topics	SR: 32; Modern Slavery Statement
GRI 204: Procurement Practices 2016	204-1 Proportion of spending on local suppliers	SR: 32-33
Anti-corruption		
GRI 3: Material Topics 2021	3-3 Management of material topics	Code of Conduct ; Commercial practice
GRI 205: Anti-corruption 2016	205-1 Operations assessed for risks related to corruption	Referencing local legislation and with only two locations, Port Waratah's comprehensive Code of Conduct ; Whistleblower Policy Statement and Whistleblower Policy Procedure outline how we identify, assess, and manage potential risks related to bribery and corruption across 100 per cent of our operations. These risks are integrated into our risk assessment and management systems as legal compliance risks.
	205-2 Communication and training about anti-corruption policies and procedures	All employees are made aware of our anti-corruption policies during their formal induction. Ongoing training for all employees takes place formally every two-year employment anniversary through an induction renewal training package and informally during the annual employee development days and via awareness collateral such as posters. All governance body members receive a Director's Kit, which provides business governance documentation. Communication on matters and issues arising for the Board is conducted via the ARC and HSEC. Our Risk Register also includes legal compliance and corruption. Our position on anti-corruption in relation to suppliers is included in our Terms and Conditions.
	205-3 Confirmed incidents of corruption and actions taken	SR: 10

Anti-competitive behaviour		
GRI 3: Material Topics 2021	3-3 Management of material topics	Capacity Framework Arrangement ; Code of Conduct ; Commercial practice
GRI 206: Anti-competitive Behaviour 2016	206-1 Legal actions for anti-competitive behaviour, anti-trust, and monopoly practices	SR: 10
Tax		
GRI 3: Material Topics 2021	3-3 Management of material topics	SR: 42, Annual Financial Report ; The Board's ARC holds four meetings a year and focuses on compliance and governance to manage our operational risks and challenges, including tax.
GRI 207: Tax 2019	207-1 Approach to tax	SR: 42, Annual Financial Report
	207-2 Tax governance, control, and risk management	Our Board of Directors and Executive Management are accountable for compliance with our tax policy and strategy. Port Waratah's Tax Risk Management and Governance Policy, which is approved by the Board, has been developed to enhance our Tax Risk Management and Governance Framework. The policy is reviewed every three years. Internal auditors are accountable for undertaking an annual review of compliance with our tax governance and control frameworks and external auditors provide assurance of our financial statements on an annual basis. See also Whistleblower Policy Statement and Whistleblower Policy Procedure
	207-3 Stakeholder engagement and management of concerns related to tax	SR: 30; Whistleblower Policy Statement ; Whistleblower Policy Procedure Port Waratah is committed to pay the appropriate amount of tax in accordance with the relevant tax law and to conduct its tax affairs in accordance with intent and the spirit of applicable laws, engaging with tax authorities with honesty, integrity and transparency in all tax matters. This includes the following: <ul style="list-style-type: none"> • Complying with all applicable laws and regulations relating to tax, including meeting tax compliance obligations in a timely manner. Ensuring the appropriate tax advice is sought and considered as part of the overall commercial assessment of any significant transaction. • Not participating in tax evasion or facilitating the evasion of tax by a third party in any way. • Maintaining open and constructive relationships with all relevant revenue authorities and avoiding unnecessary and time-consuming disputes wherever possible. • Protecting the reputation of Port Waratah in relation to tax matters. • Only taking tax positions that can be clearly explained and substantiated to the Australian Tax Office. • Maintaining high standards of tax risk management and governance. Maintaining a "low" risk rating from all relevant revenue tax authorities.
	207-4 Country-by-country reporting	Annual Financial Report Port Waratah is an Australian resident for tax purposes. Australia is the only tax jurisdiction in which Port Waratah operates and for which audited consolidated financial statements are produced.

Energy			
GRI 3: Material Topics 2021	3-3 Management of material topics	Footprint ; Climate ; Environmental Policy ; Greenhouse Gas and Energy Policy ; Operating to an international standard	
GRI 302: Energy 2016	302-1 Energy consumption within the organization	SR: 30; Conversion from kWh (electricity) and kL (liquid fuels) to MJ using the National Greenhouse and Energy measurement determination. Calculated based on supplier invoices. No energy sold nor energy used for heating, cooling or steam.	Omission: a, b, c.ii-c.iv, d.i-d.iv Reason: Not applicable No fuel consumption and no energy used for heating, cooling or steam. No energy sold
	302-2 Energy consumption outside of the organization		Omission: Entire Disclosure Reason: Information unavailable/incomplete Information unknown. We will further explore in future years, as we roll out our new Climate Action Plan.
	302-3 Energy intensity	SR: 28; Based on our 2022 electricity efficiency of 0.6897 kWh/t, our energy intensity is 2.48 MJ/t (Megajoules per tonne handled). Note this only includes energy from electricity which accounts for 98.7% of total energy consumed by Port Waratah.	
	302-4 Reduction of energy consumption	SR: 28	
	302-5 Reductions in energy requirements of products and services	There were no reductions in energy requirements during the reporting period.	
Water and effluents			
GRI 3: Material Topics 2021	3-3 Management of material topics	SR: 23-24; Water ; Kooragang Operation Water Management Plan	
GRI 303: Water and Effluents 2018	303-1 Interactions with water as a shared resource	SR: 23-25; Kooragang Operation Water Management Plan	
	303-2 Management of water discharge-related impacts	SR: 26, 28	
	303-3 Water withdrawal	SR: 24-25	
	303-4 Water discharge	SR: 23; In 2022, the total discharge of routine released water was 292.7ML; the total discharge as overflow was 1,304.4 ML; Port Waratah's total discharge volume in 2022 was 1,597.2 ML.	
	303-5 Water consumption	SR: 24-25	
Biodiversity			
GRI 3: Material Topics 2021	3-3 Management of material topics	SR: 24, 26; Footprint Port Waratah aims to prevent damage to biodiversity and manages natural habitats adjacent to its operations. Our approach is outlined in more detail in our Biodiversity Management Plan, Land Management Strategy and Land Use Strategy.	
GRI 304: Biodiversity 2016	304-1 Operational sites owned, leased, managed in, or adjacent to, protected areas and areas of high biodiversity value outside protected areas	SR: 24	
	304-2 Significant impacts of activities, products and services on biodiversity	SR: 24	
	304-3 Habitats protected or restored	SR: 24	
	304-4 IUCN Red List species and national conservation list species with habitats in areas affected by operations	SR: 24	

Emissions		
GRI 3: Material Topics 2021	3-3 Management of material topics	Footprint ; Climate ; Environmental Policy ; Greenhouse Gas and Energy Policy ; Operating to an international standard
GRI 305: Emissions 2016	305-1 Direct (Scope 1) GHG emissions	SR: 28
	305-2 Energy indirect (Scope 2) GHG emissions	SR: 28
	305-3 Other indirect (Scope 3) GHG emissions	Omission: Entire disclosure Reason: Information unavailable/incomplete: Port Waratah is yet to determine the boundaries of its Scope 3 emissions. This is an action identified in our 2023-2030 Climate Action Plan (see page SR: 11).
	305-4 GHG emissions intensity	SR: 28
GRI 305: Emissions 2016	305-5 Reduction of GHG emissions	SR: 28-29
	305-6 Emissions of ozone-depleting substances (ODS)	Port Waratah does not produce, import or export ozone-depleting substances.
	305-7 Nitrogen oxides (NOx), sulfur oxides (SOx), and other significant air emissions	Port Waratah prepares and reports air emissions annually via the Federal Government's National Pollutant Inventory (NPI). All reported emissions are available to the public on the NPI website. Emission quantities are calculated using the appropriate emission estimation technique (EET) manuals published on the NPI website. NPI home page ; Data ; NPI EET (305-7 b, c)
Waste		
GRI 3: Material Topics 2021	3-3 Management of material topics	Footprint ; Operating to an international standard
GRI 306: Waste 2020	306-1 Waste generation and significant waste-related impacts	SR: 26
	306-2 Management of significant waste-related impacts	SR: 26
	306-3 Waste generated	SR: 26-27
	306-4 Waste diverted from disposal	SR: 28-29; Hazardous: Oil, Oily water and grease: other recovery options; Liquid waste: other recovery options; and Solid hazardous wastes: recycling and other recovery options. Non-hazardous: Comingled, Paper and cardboard: recycling and other recovery options; Metals: recycling; Timber/Greenwaste: other recovery options; and Other: recycling and other recovery options.
	306-5 Waste directed to disposal	SR: 28-29; We don't incinerate waste for landfill.
Supplier environmental assessment		
GRI 3: Material Topics 2021	3-3 Management of material topics	SR: 8, 32; Who we are
GRI 308: Supplier Environmental Assessment 2016	308-1 New suppliers that were screened using environmental criteria	SR: 32

GRI 308: Supplier Environmental Assessment 2016	308-2 Negative environmental impacts in the supply chain and actions taken	SR: 32; No supplier relationships were terminated in 2022 as the result of negative environmental impacts.	Omission: b, c, d Reason: Information unavailable/incomplete Port Waratah developed its Procurement Policy in 2022 and implementation is expected to be rolled out in future years.
Employment			
GRI 3: Material Topics 2021	3-3 Management of material topics	SR: 9, 34, 35	
GRI 401: Employment 2016	401-1 New employee hires and employee turnover	SR: 36, 39	
	401-2 Benefits provided to full-time employees that are not provided to temporary or part-time employees	Join our team : All employees are entitled to the same benefits whether full-time or part-time. Part-time employees have pro-rata entitlements dependant on their work hours.	
	401-3 Parental leave	SR: 41; In 2022, three employees (2 male, 1 female) were entitled to and accessed parental leave. All entitled employees that requested parental leave were granted leave.	
Labour/management relations			
GRI 3: Material Topics 2021	3-3 Management of material topics	SR: 36-37; Our people	
GRI 402: Labour/Management Relations 2016	402-1 Minimum notice periods regarding operational changes	Enterprise Agreement	
Occupational health and safety			
GRI 3: Material Topics 2021	3-3 Management of material topics	SR: 8, 9, 14 Health and Safety Policy ; Health & Safety ; Coal Terminals Information Handbook	
GRI 403: Occupational Health and Safety 2018	403-1 Occupational health and safety management system	SR: 8, 14	
	403-2 Hazard identification, risk assessment, and incident investigation	SR: 14, 15, 16; Hazard identification and risk management ; Incident investigation	
	403-3 Occupational health services	SR: 15; Health and Safety Policy	
	403-4 Worker participation, consultation, and communication on occupational health and safety	SR: 15; Health and Safety Policy	
	403-5 Worker training on occupational health and safety	SR: 15	
	403-6 Promotion of worker health	SR: 16	
	403-7 Prevention and mitigation of occupational health and safety impacts directly linked by business relationships	SR: 15	
	403-8 Workers covered by an occupational health and safety management system	SR: 14	
	403-9 Work-related injuries	SR: 14	
	403-10 Work-related ill health	SR: 14	

Training and education		
GRI 3: Material Topics 2021	3-3 Management of material topics	SR: 36, Join our team
GRI 404: Training and Education 2016	404-1 Average hours of training per year per employee	Male leaders 37 hours, non-leaders 35 hours; Female leaders 37 hours; non-leaders 31 hours. Data does not include casuals and apprentices. Hours reported include face-to-face learning and eLearning in the areas of compliance training, development and specific skill/task training.
	404-2 Programs for upgrading employee skills and transition assistance programs	SR: 36
	404-3 Percentage of employees receiving regular performance and career development reviews	SR: 38
Diversity and equal opportunity		
GRI 3: Material Topics 2021	3-3 Management of material topics	SR: 38-40; Diversity and Inclusion : The 2022-2025 Diversity and Inclusion Strategy and Action Plan has been developed and will be implemented across the business over the next four years.
GRI 405: Diversity and Equal Opportunity 2016	405-1 Diversity of governance bodies and employees	SR: 39, Annual Financial Report . The median age of our Executive team is 48 years. In addition, 2.59 per cent of team members and 10 per cent of our Executive team speak a language other than English at home.
	405-2 Ratio of basic salary and remuneration of women to men	SR: 36; Port Waratah's approach to remuneration is role-based and within parity.
Omission: 405-1 a.ii Reason: Information unavailable/incomplete Age of Board members is not systematically recorded. This will be added as an item for action in future years.		
Non-discrimination		
GRI 3: Material Topics 2021	3-3 Management of material topics	Our people : Port Waratah's CEO signed the Diversity Council of Australia's ' I stand for respect ' pledge, committing to a safe, equal and inclusive workplace free of discrimination and harassment. Furthermore, anti-discrimination is highly legislated in our jurisdiction of operations (Australia) and is monitored under legal compliance within our risk management framework.
GRI 406: Non-discrimination 2016	406-1 Incidents of discrimination and corrective actions taken	SR: 10
Freedom of association and collective bargaining		
GRI 3: Material Topics 2021	3-3 Management of material topics	SR: 36; Our people
GRI 407: Freedom of Association and Collective Bargaining 2016	407-1 Operations and suppliers in which the right to freedom of association and collective bargaining may be at risk	SR: 36; Our people ; Port Waratah supports the rights of all workers to be a union member.
Security practices		
GRI 3: Material Topics 2021	3-3 Management of material topics	Contact , Health and Safety (The health and safety of our people is a core focus); Vessels berthing at our terminals are subject to maritime security protocols coordinated and enforced by Australian Border Force.

GRI 410: Security Practices 2016	410-1 Security personnel trained in human rights policies or procedures	Contact ; Our contracted security provider must abide by Port Waratah and Maritime security protocols and our Code of Conduct and code of ethics. They operate under the Maritime, Transport and Offshore Facilities Security Act 2003. We have a number of systems in place to provide safe access to our sites, including training for employees, contractors and visitors. Robust systems and processes provide the foundation of our management approach to health and safety and are underpinned by our certification to ISO 45001.
Local communities		
GRI 3: Material Topics 2021	3-3 Management of material topics	SR: 8, 30; Relationships ; Partnerships
GRI 413: Local Communities 2016	413-1 Operations with local community engagement, impact assessments, and development programs	SR: 30-31; Compliance ; Relationships ; Partnerships ; Contact ; Whistleblower Procedure
	413-2 Operations with significant actual and potential negative impacts on local communities	SR: 8, 18-30
Supplier social assessment		
GRI 3: Material Topics 2021	3-3 Management of material topics	SR: 8, 32; Who we are
GRI 414: Supplier Social Assessment 2016	414-1 New suppliers that were screened using social criteria	SR: 32
	414-2 Negative social impacts in the supply chain and actions taken	SR: 32; Modern Slavery Statement 2022
Public Policy		
GRI 3: Material Topics 2021	3-3 Management of material topics	SR: 8, Government and business relations
GRI 415: Public Policy 2016	415-1 Political contributions	Government and business relations ; Port Waratah does not support any political viewpoint or party and does not make political donations of any kind.
Customer privacy		
GRI 3: Material Topics 2021	3-3 Management of material topics	IT Acceptable Use and Security Policy
GRI 418: Customer Privacy 2016	418-1 Substantiated complaints concerning breaches of customer privacy and losses of customer data	No complaints concerning breaches of customer privacy or losses of customer data were received in the reporting period.

Topics in the applicable GRI Sector Standards that were determined as not material in Port Waratah's most recent materiality assessment: Materials; Child labour; Forced or compulsory labour; Rights of Indigenous Peoples; Customer health and safety; and Marketing and labelling.

SR = 2022 Sustainability Report

ARC = The Board Audit and Risk Committee

HSEC = The Board Health, Safety and Environment Committee.

The source is referred to first, followed by the page number. For example, SR: 4 is the 2022 Sustainability Report, page 4.

The Workplace Gender Equality Agency (WGEA) Report refers to reporting period 2021-2022. The 2022-2023 report will be published on our website pwcs.com.au when available.