

Community Support Guidelines

The Bis logo is positioned in the top right corner of the page. It consists of the letters 'Bis' in a bold, white, sans-serif font, set against a background of overlapping, semi-transparent orange and red rectangular shapes that create a dynamic, layered effect.

Community Support

Bis is committed to delivering positive and lasting results to the communities where we work and live. Bis has a proud history of supporting our communities throughout Australia and Indonesia.

Through our community investment activities we aim to:

- Work collaboratively with our customers to deliver broad community benefits
- Facilitate closer relationships with our local communities to make a positive and lasting difference
- Enhance our reputation as an organisation through positive engagement and effective communication.
- Create opportunities for our employees to participate in community engagement activities

Bis has developed the community support guidelines in order to assess community support requests that we receive. Applicants should consider the following guidelines when submitting their request.

Who we support

Bis supports non-profit community organisations who aim to deliver broad community benefits to the areas that Bis operates in and where Bis employees live.

Non-profit community organisations can submit an application for grant funding using the Community Support Application Form. Projects need to provide benefits to the community and applicants must detail how the project will be funded and delivered.

Organisations can submit only one application at a time and acknowledge that Bis may not necessarily fund the whole (or any) of the requested grant, depending on evaluation of the application and funds available.

How we support

We contribute through financial, in-kind and employee engagement.

Financial – Partnerships, Sponsorships and donations

In-kind - Business services and asset donations

Employee engagement – Volunteering, fundraising and participation

What we support

Our large workforce, as well as our vast footprint and trusted brand, mean we have the opportunity to drive and promote an inclusive culture, both within our organisation and throughout the communities we interact with, every day, across Indonesia and Australia.

By forming partnerships and sponsorships that target areas of real need, we can create the biggest impact in our communities. Bis has identified three priority areas of community investment to support our communities and guide our sponsorship activities, which are **Education and Training**, **Community Development** and **Health and Wellbeing**.

Education and Training



- STEM: Focusing on creating a culture of innovation by providing access to science, technology, engineering and maths (STEM) education programs, especially focusing on young women
- Indigenous education: improving educational attainment in Indigenous populations

Community Development



- Fundraising, sponsoring, and providing ad hoc services towards the development of local communities, such as social programs, supporting cultural activities and artists, and investment into infrastructure building and disaster relief.
- Exhibiting corporate social responsibility, including investment into environmental sustainability programs and animal conservation.

Health and Wellbeing



- Support of local initiatives that promote healthy living behaviours that actively improve the health and wellbeing of our communities
- Tackling societal challenges by raising awareness about important health issues

What we don't generally support

- Projects that conflict with Bis business values, policies or *Code of Business Conduct*
- Private companies that operate for profit
- Individual appeals by or on behalf of individuals for personal benefit, including the support of travel, study, fundraising
- Applicants that have a political or religious purpose
- Activities that may be construed as racially prejudiced or discriminatory

Evaluation and Feedback

It is a requirement, that once the project is completed, that successful grant applicants who receive funding from Bis submit an evaluation report or provide a feedback letter including a photo and supporting article of the event/support within two months of the project completion date.

All photos must be accompanied by a Photographic Consent Form containing written consent from any person featured in the photographs, so they can be used by Bis for publicity purposes.

Requirements:

1. A feedback letter is required for funding over \$300 and under \$1000
2. A Community Support Evaluation Form is to be completed for any funding greater than \$1000 (this form is available from your Bis representative).

Community Support Application Procedure

Community support applications are considered four times a year and must be submitted by the first Friday of February, May, August and November. Requests are then reviewed quarterly by the location/site representative and the Bis Community team to determine successful applications.

1. Applications should be submitted with a completed Community Support Application Form.
2. Each support request received will be acknowledged in writing, advising when the next community investment review period will take place.

Successful community support applicants will need to complete a Community Support Evaluation Form as outlined above.

Key dates

Community Support Applications

Community investment requests are reviewed on a quarterly basis. To be eligible for consideration during that quarter, applicants should submit their request by the first Friday of the following months:

- Quarter 1: February
- Quarter 2: May
- Quarter 3: August
- Quarter 4: November

Both successful and unsuccessful applicants will be notified by the third Friday of the above month.

If you are interested in applying for Bis Community Support please forward your submission to communications@bisindustries.com