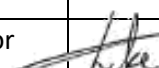
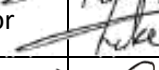
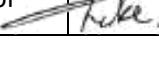


**DOCUMENT TITLE:** Domestic Violence Leave

**REVISION:** 1.01

**DOCUMENT CONTROL LOG:**

|                    | Name       | Role              | Signature                                                                         | Date       | Rev  |
|--------------------|------------|-------------------|-----------------------------------------------------------------------------------|------------|------|
| <b>Prepared By</b> | Luke Deasy | Managing Director |  | 10/02/2023 | 1.01 |
| <b>Reviewed By</b> | Luke Deasy | Managing Director |  | 12/06/2023 | 1.01 |
| <b>Reviewed By</b> | Luke Deasy | Managing Director |  | 12/06/2024 | 1.01 |
| <b>Reviewed By</b> | Peter Lane | EHS Officer       |  | 12/06/2025 | 1.01 |
| <b>Reviewed By</b> | Luke Deasy | Managing Director |  | 12/06/2026 | 1.01 |

**DOMESTIC VIOLENCE LEAVE POLICY:**

Subject to the Work Life Balance and Miscellaneous Provisions Act 2023 and the Parental Leave Acts 1998-2023 (as amended), you have the right to take up to five days' leave in a twelve-month consecutive period where you have experienced in the past, or are currently experiencing, domestic violence. Domestic violence leave may be taken as a block of leave or broken into separate days of leave as required. Requests for flexibility will be reviewed by management on a case-by-case basis.

Domestic violence leave is to facilitate and support employees who are victims of such abuse to engage with medical, legal, and other specialist support services and to enable employees to take the time they need to seek assistance in a structured and supported environment, where decisions are victim led.

"Domestic violence" involves violent, threatening, or otherwise abusive behaviour by a family member/intimate relation, including but not limited to physical and sexual assault, psychological abuse, coercive control, financial abuse, stalking or dating abuse.

Domestic violence leave is provided to an employee to enable them to avail of the following:

- to seek medical assistance;
- to obtain the services from a victim services organization;
- to obtain counselling;
- to relocate temporarily or permanently;
- to seek legal advice or assistance;
- to seek assistance from the Garda;
- to apply to obtain a safety order from the courts; or
- seek or obtain any other relevant services.

There are no mandatory service requirements to be entitled to domestic violence leave. Domestic violence leave also extends to an employee who is assisting a relevant person who is availing of some or all of the supports. A “relevant person” can be:

- the spouse or civil partner of the employee;
- the cohabitant of the employee;
- a person with whom the employee is in an intimate relationship;
- a child of the employee who has not attained full age; or
- a person who, in relation to the employee, is a dependent person.

Domestic violence leave can be applied for retrospectively but should be applied for as soon as is reasonable after the leave has been taken. In order to avail of domestic violence leave or to request any further information on domestic violence leave, please contact the Office Manager or your Manager.

The Company will pay you in full for the duration of any domestic violence leave. During the period of leave, you continue to be employed and accrue annual leave and public holiday leave.

A handwritten signature in black ink, appearing to read 'Luke Deasy', is written over a horizontal line.

Luke Deasy  
Managing Director