

Rio Tinto Alcan Community Investment Guidelines Kitimat

Criteria:

The criteria followed for donation granting is aligned with corporate standards and policy. Corporate guidelines provide a framework within which consideration is allowed to accommodate local circumstance and need.

1. Donations must be aligned with corporate values for giving (ie) Education; Environmental Stewardship; Health & Wellbeing; Culture & Indigenous Relations;
2. Donations are intended for local charitable and non-profit initiatives and not necessarily with an economic focus only (individuals and businesses do not qualify);
3. Funds for travel and related travel expenses are not eligible;
4. Team sponsorships are generally not permitted due to the legal liability arising from potential negative team behavior;
5. Funds will not be granted to events that use cash for prizes;
6. Donations are not extended to religious or political affiliations and events;
7. Local funds are not extended to national charities that are typically eligible at the corporate national level;
8. Funding of publications, films, videos, documentaries, et.c are not generally permitted unless RTA owns the end product and/or has editing rights.

Kitimat Guidelines

- A. Area distribution to be considered each quarter – to ensure fair and equitable distribution throughout the Kitimat-Terrace area
- B. Total community investment dollars allocated for distribution will be determined each quarter pending availability of funds.
- C. Requests must be received minimum one month prior to event, keeping in mind the committee meets quarterly. The more lead time we have to consider your request the better.
- D. Community Investment requests will be reviewed each quarter at a scheduled meeting the 1st Wednesday of each quarter with reply letters being sent out by the following Friday. (Q1 – April, Q2 – July, Q3 – October and Q4 – Early December).
- E. Blanket requests (form letters), group requests will not be considered. Requests must be addressed to Rio Tinto Alcan or Debbie Smyth or

mentioned in the body of the request to be considered a completed request.

F. Any requests that mention a partnership with another group or organization should include a letter of support from that body.

G. Please provide a budget demonstrating your financial need.

Please forward your requests to:

Community Investment Fund Kitimat/Kemano
ATTN: Debbie Smyth, Corporate Affairs
1 Smeltersite Rd.
PO Box 1800
Kitimat, BC V8C 2H2
Canada

Or by e-mail: debbie.smyth@riotinto.com