



COMPANY POLICY

Shareholder Communications

LIT-POL-037

Month Year Nov-23 **Revision Code** Rev 03 **Approved by** Board of Directors

Controlled Document Approved for Distribution

Revision Code	Revision Date	Name	Position	Signature	Next Review Date
Rev 03	10-Nov-23	Board	Board	Board	10-Nov-24

1. SHAREHOLDER COMMUNICATIONS POLICY

The Board of the Company aims to ensure that the shareholders are informed of all major developments affecting the Company's state of affairs.

Information is communicated to shareholders through:

- a) the Annual Report delivered by post or via email (if requested by the shareholder) and which is also released to ASX and placed on the Company's website;
- b) the half yearly report which is released to ASX and also placed on the Company's website;
- c) the quarterly reports which are released to ASX and also placed on the Company's website;
- d) disclosures and announcements made to the ASX, copies of which are placed on the Company's website;
- e) notices and explanatory statements of Annual General Meetings (**AGM**) and General Meetings (**GM**), copies of which are released to ASX and placed on the Company's website;
- f) the Chairperson of the Board's address and the Managing Director's address made at the, copies of which are released to ASX and placed on the Company's website;
- g) the Company's website on which the Company posts all announcements which it makes to the ASX as well as materials distributed at investor or analyst presentations including recordings or transcripts of such presentations; and
- h) the auditor's lead engagement partner being present at the AGM to answer questions from shareholders about the conduct of the audit and the preparation and content of the auditor's report.

Shareholders are encouraged to attend and participate at all GMs and AGMs of the Company. The Company will ensure that meetings will be held at a reasonable time and place. Shareholders who are unable to attend meetings may ask questions or provide comments ahead of meetings.

All substantive resolutions at shareholder meetings will be decided by a poll rather than a show of hands.

Historical Annual Reports of the Company are provided on the Company's website.

Shareholders queries should be referred to the Company Secretary in the first instance. Any significant comments or concerns will be conveyed to the Board and relevant senior executives.

The Company is committed to the promotion of investor confidence by ensuring that trading in the Company's securities takes place in an efficient, competitive and informed market. The Company must comply with continuous disclosure requirements arising from legislation and the ASX Listing Rules, and has established a Continuous Disclosure Policy.

2. POLICY REVIEW

The board will review this policy at least every three years. The board must approve any amendments made to the policy as a result of any review and will update this policy as required or as a result of new laws or regulations.