

POLICY ON RELATIONS WITH SHAREHOLDERS AND INVESTORS

Document Reference 2024 Version 1.0

Version	Issued Date	Documented by & Issued by	Description
1.0	30.09.2024	Documented by:-SHPLC FIN	1 st version Effective from October 2024
Keywords	POLICY ON RELATIONS WITH SHAREHOLDERS AND INVESTORS - CSE Rule No.9.2.1(b) & 9.3		
Target Group	All Shareholders		
Distribution	All Shareholders		

Shareholder Communication Policy

1. Introduction to the Policy

1.1 General

This policy outlines the Company's standards and requirements for communication with shareholders and investors. The Company believes that effective communication enhances transparency and ensures fair disclosure. Shareholders and investors will have access to the latest information through timely electronic communications, subject to statutory limitations.

1.2 Board Approval and Review of the Policy

The Board of Directors is responsible for maintaining ongoing communication with shareholders and for regularly reviewing the communication policy to ensure its continued effectiveness.

2. Approval of Communications with Shareholders

All shareholder communications will require Board approval. In circumstances where this is not practical, the Chairman or the Executive Director will approve such communications.

3. General Meetings

3.1 Meetings

Annual General Meetings (AGMs) and other general meetings serve as the primary forums for communication between the Company and its shareholders, providing an opportunity for shareholders to engage and participate.

3.2 Notices of General Meetings

The Company will distribute the notice of the AGM and related documents in compliance with statutory requirements. Shareholders are encouraged to participate in these meetings – either physically or virtually – and to appoint proxies to vote on their behalf if they are unable to attend.

3.3 Suggestions and Comments

Where possible, the Company will implement reasonable suggestions made by shareholders during General Meetings.

4. Communication Policy

The Company's communication with shareholders will be structured around the following sections:

4.1 Provision of Written Information

The Annual Report is the primary communication provided to shareholders each year, containing key information to help shareholders understand the Company's financial performance, trends, important developments, employee relationships, and other matters that may impact the community and environment.

- **Informative:** The report will include comprehensive information on financial results, business trends, and relevant updates.
- **Available:** The report will be made available to shareholders and stakeholders in a timely and accessible manner.

4.2 Electronic Communication

Recognizing the efficiency of electronic communication, the Company encourages shareholders to opt for email communication. However, shareholders who prefer paper-based communication will continue to receive printed documents.

- **i. Communication via Email**

Shareholders may opt to receive communications electronically by providing their email addresses to the Company Secretary. It is the responsibility of the shareholder to maintain a current email address and notify the Company Secretary of any changes.

- **ii. Communication via Post**

The Company will continue to communicate via post where shareholders have not opted for electronic communication.

The Company's website will serve as a key platform for shareholder communications, providing important information on the Company's operations and governance.

5. Access to Directors, Management, and Auditors

At each General Meeting, shareholders will have the opportunity to direct questions to the Directors and management through the Chairperson. The Chairs of Board committees will also be available to respond to questions relevant to their respective areas.

External auditors will attend the AGM to answer any audit-related questions from shareholders.

6. Reporting Shareholder Concerns

All concerns raised by shareholders will be reported to the Board of Directors at the next Board meeting.

7. Access to the Policy

This policy will be available for viewing by any shareholder on the Company's website.

8. Company Contacts

Shareholders with questions should contact the Company Secretary:

Company Secretary

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