

Purpose

This document forms part of the Civmec Group Corporate Governance Framework and details the Company's attitude and commitment to respecting the rights of shareholders.

The purpose of this policy is to outline how the Company will provide shareholders and potential investors and the market with information about itself and its governance and to outline the Company's investor relations program.

Scope

This document applies to all Civmec Group employees.

Shareholder Communication Policy

Civmec Group respects the rights of shareholders and supports governance practices that are designed to promote effective engagement with its shareholders, both retail and institutional.

Civmec recognises that it needs to engage with its shareholders and provide them with appropriate information and facilities to allow them to exercise their rights as shareholders effectively. This includes:

- (a) giving shareholders ready access to information about the Company and its governance;
- (b) providing shareholders with high quality corporate reporting and continuous disclosure;
- (c) communicating openly and honestly with shareholders; and
- (d) facilitating and encouraging their participation in meetings of shareholders.

To communicate effectively with its shareholders, Civmec will take advantage of technologies that provide:

- Appropriate opportunities for more effective communications between the Company and/or Share Registry and shareholders; and
- Access to presentations and materials for shareholders unable to be physically present at meetings.

Civmec uses its website to complement the official release of material information to the market. In particular:

- All ASX/SGX announcements released to the market are made available to investors on Civmec's website as soon as practical following confirmation of release; and
- Webcasts of analyst or media briefings and general meetings, notice of meetings and related explanatory materials will also be provided, if available.

Information Disclosure

Civmec is committed to ensuring compliance with the ASX/SGX and has processes in place to ensure compliance with ASX Listing Rules and Singapore Exchange Regulation (SGX RegCo) requirements. Our Continuous Disclosure Policy details our commitment to continuous disclosure.

Forums from which to access information

Civmec communicates information in an equal and timely manner to shareholders and other stakeholders through a range of forums and publications. Civmec also encourages an open dialogue with investors through a variety of forums.

Corporate Website

The Company has a website which can be found at www.civmec.com.au. Civmec endeavours to keep its corporate website up-to-date. The following information is included on the website:

General

The Company's website is designed to provide shareholders, potential investors and other stakeholders with helpful information about the Company including:

- v. An overview of the Company's business, facilities, markets and services
- vi. Goals and Values
- vii. Board of Directors
- viii. Company policies
- ix. HSEQ management
- x. Employment opportunities
- xi. Contact details
- xii. News – this includes all relevant news associated with Civmec:
 - Community
 - General
 - Investor Relations (ASX and SGX announcements)

Investors

The Company's website has an Investors page from where the Company's relevant investor and corporate governance information can be accessed. The following information is available on the Investor page of the Company's website:

- I. All ASX and SGX announcements, including full-year, half-year and quarterly financial results, are posted as soon as they have been released to the ASX and SGX;
- II. Details of investor events, media releases, presentations, corporate videos, stock information;
- III. Notices of Meeting and Annual Reports;
- IV. The Company's Corporate Governance Principles and Corporate Information;
- V. Contact details for its securities registry and enquiries from shareholders; and
- VI. Details for converting SGX shares to CDIs.

Analyst Briefings

Civmec publicly reports financial results two times a year, in accordance with ASX listing requirements and SGX RegCo requirements. Financial results are released in February (half-yearly for the six months ending 31 December), and August (full-year results for the 12 months ending 30 June).

On these occasions, Civmec releases to the ASX/SGX:

- The relevant financial report for the period;
- A media release; and
- An investor and analyst presentation (half-yearly or as required).

The material is subsequently made available on Civmec's website.

Following the release of the half-year and full-year financial results, the Company undertakes an investor roadshow, including one-on-one and group meetings with key investors and analysts. Discussions in these meetings are restricted to information previously disclosed to the market.

Annual General Meeting

Civmec's Annual General Meeting (AGM) is typically held in late October each year.

The time, date and location of the AGM are available to shareholders in the Notice of Meeting, which is sent to shareholders, is available on Civmec's website and is published in Singapore's daily newspaper. The AGM pack is lodged with the ASX and SGX and sent to shareholders, in accordance with the timeframes set out in the Corporations Act and SGX RegCo.

Shareholders are encouraged to attend the AGM or, if they are unable to do so, they are encouraged to utilise the proxy form to vote on any resolutions to be decided at the meeting.

At the AGM, shareholders can ask questions about, or make comments on Civmec's operations and performance. Shareholders may also direct questions and comments to the Company's external auditor, who attends the AGM, on the conduct of their audit of Civmec's annual financial report, the preparation and content of the auditor's report, the accounting policies adopted by Civmec and the auditor's independence. Shareholders are also able to submit questions prior to the AGM.

Following the AGM, the results of voting on any resolutions are released to the ASX and SGX and are also made available on Civmec's website.

Electronic Communication and Social Media

1. Civmec promotes the use of electronic communication wherever possible, and shareholders are able to subscribe to Civmec's email alert subscription (located in Investors page of website).
2. Interested persons can interact with the Company and be alerted to announcements and news items via Civmec's LinkedIn page and Facebook page (link to which is located at the top of the Company's website).
3. Civmec also has a dedicated YouTube page from which interested persons can view the Company's various corporate videos (link to which is located at the top of the Company's website).
4. Investors and market participants are invited to contact Civmec directly through the dedicated email address civmec@civmec.com.au

Shareholder Enquiries

Shareholders with queries relating to their holding of Civmec shares can contact the Company directly (with telephone and email contact information available on the website), or via the Share Registry which provides a call centre to assist with matters including shareholdings, change of address, dividend information, tax file numbers and withholding tax.

Civmec's Share Registry is administered by Computershare in Australia and by Tricor Barbinder Share Registration Services in Singapore. Contact details for each are available on the Company's website.

Shareholder or investor questions of a more specific nature should be directed to the Chief Financial Officer.

Review of Policy

The Board will review this policy at least every three years.

This policy has been developed in alignment with the ASX Corporate Governance Council's Corporate Governance Principles and Recommendations. It has also been developed to ensure compliance with Civmec's obligations under the ASX Listing Rules, the Corporations Act and the SGX Listing Rules.



Patrick Tallon
Chief Executive Officer
Civmec Group
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