



Shareholder Communication Policy

Waterco Limited

Adoption date: 1 July 2020

1. INTRODUCTION

1.1 ASX Recommendations

ASX Recommendations 6.1 – 6.5 require a listed entity to make the appropriate information and communications platforms available to its security holders to allow them to effectively exercise their rights as security holders.

1.2 Purpose of policy

This policy sets out the shareholder communication policy that has been implemented by the Board of the Company to assist it in providing:

- (a) ready access to information about the Company and its governance;
 - (b) platforms to facilitate two-way communication and active participation; and
 - (c) options for electronic communication,
- to its security holders.

1.3 Who does this policy apply to?

This Policy applies to the Waterco Group and its Personnel.

1.4 Definitions

- (a) **ASX** means the Australian Securities Exchange.
- (b) **ASX Recommendations** means ASX Corporate Governance Principles and Recommendations (4th Edition).
- (c) **Board** means the Board of directors of Waterco Limited.
- (d) **Personnel** means all Waterco employees, directors, contractors, suppliers and consultants.
- (e) **Waterco Group** means Waterco Limited ACN 002 070 733 and each of its wholly owned subsidiaries.

2. GENERAL

2.1 The Board is committed to ensuring that:

- (a) all existing and potential shareholders have equal and timely access to material information concerning the Company
- (b) it has appropriate platforms for facilitating effective two-way communication with its shareholders; and
- (c) all Company announcements are factual and presented in a clear and balanced way.

3. COMPANY WEBSITE

3.1 The Company's website is the primary source for its communication with shareholders. Shareholders can get in touch with the Company via the contact details provided on the website.

3.2 All disclosures made to the ASX, and all information provided to analysts or the media during briefings, will be promptly posted on the Company's website after they have been released to ASX. For further details on the processes followed in the production and release of ASX announcements, please refer to the Company's Continuous Disclosure Policy which is available on the Company's website.

3.3 The Company's website also includes:

- (a) general information on the Company, its products and services and its activities;
- (b) a "corporate governance" landing page which lists information about the Company's governance including:
 - (i) the constitution;
 - (ii) the Board charter and the charters of each Board committee;
 - (iii) board policy for nomination and appointment of directors, continuous disclosure policy, securities trading policy, diversity and equity policy, shareholder communication policy, risk management framework, anti-corruption policy and whistle-blower policy;
 - (iv) notices of past and future general meetings, including any explanatory material which accompany the notice as well as any further documents made available at meetings of security holder;
 - (v) copies of materials distributed at investor or analyst presentations and recordings, if any, of the presentations;
 - (vi) links to the names, photographs and brief biographical information for each Director and Senior Executive; and
 - (vii) a statement of the Company's values;

- (c) announcements made by the Company in the previous 3 years (including reports of general meetings);
- (d) the half-yearly and annual reports of the Company for the previous 3 years;
- (e) the Chairman's address at the annual general meeting for the previous 3 years;
- (f) the contact details for shareholders, analysts or the media;
- (g) the details for its securities registry; and
- (h) the Dividend Reinvestment Plan.

3.4 The website address is <https://www.waterco.com.au/corporate-section/about-us>

4. OTHER SOURCES OF COMMUNICATION

- 4.1 Other forums for the exchange of information between the Company and shareholders are:
- (a) the Company's annual report;
 - (b) the Company's annual general meeting; and
 - (c) other general meetings.

5. ANNUAL GENERAL MEETINGS

- 5.1 In accordance with the Corporations Act, the Company's auditors attend annual general meetings to answer shareholder questions about the conduct of the audit and the preparation of the auditor's report.
- 5.2 Shareholders who are not able to attend the meeting and ask questions about or make comments on the management of the Company will have an opportunity to do so ahead of the meeting. Where appropriate, these questions will be addressed at the meeting.

6. SHAREHOLDER QUERIES

- 6.1 Representatives of the Company will also meet with shareholders to discuss matters of concern or interest upon the receipt of a reasonable request to do so. Where significant comments or concerns are raised by shareholders or their representatives, they will be conveyed to the Company's Board and relevant senior executives.
- 6.2 Shareholders with queries about procedures at shareholder meetings, matters being considered at meetings or other issues relating to communications between the Company and its shareholders, are encouraged to send any queries to the Company email at administration@waterco.com.

7. REVIEW

- 7.1 This Policy will be reviewed periodically as and when necessary to meet the operational requirements of the Company and changes in the law.

8. REFERENCES

8.1 Continuous Disclosure Policy