


2016 Shareholder Communication Policy

VERSION 5

Calibre Group Limited
ABN 44 100 255 623

DATE	AUTHOR	APPROVED BY
30-06-16	D Clark	 P Massey, Company Secretary



SHAREHOLDER COMMUNICATION POLICY

This Strategy should be read together with the Company's Disclosure Policy.

The Company aims to ensure that shareholders are kept informed of all major developments affecting the state of affairs of the Company. Additionally, the Company recognises that potential investors and other interested stakeholders may wish to obtain information about the Company from time to time.

To achieve this, the Company communicates information regularly to shareholders and other stakeholders through a range of forums and publications.

One of the Company's key communication tools is its website located at www.calibregroup.com. The Company endeavours too keep its website up-to-date.

In addition to the material specifically referred to below, the 'Investors' section of the website includes details of the following:

- the Company's Constitution;
- the Company's Board and Board Committee charters;
- the Company's core corporate governance policies;
- any press release, external presentations and announcements made by the Company within the last 3 years; and
- financial information about the Company.

The website also contains a facility for shareholders to direct inquiries to the Company, and to elect to receive communications from the Company via email (or to elect to discontinue receiving email communications from the Company).

Measures for communicating the following important aspects of the Company's affairs include:

- **Notice of meeting**

The Company places the full text of all notices of meetings and explanatory material on its website. The Company encourages shareholders to provide email addresses so that notices of meeting and explanatory material can be sent to shareholders via email.

- **Annual General Meeting (AGM)**

The Company encourages full participation of shareholders at its AGM each year. Shareholders are encouraged to lodge proxies electronically, subject to the adoption of satisfactory authentication procedures. The Company's external auditor will attend the AGM and be available to answer shareholder questions about the conduct of the audit and the preparation and content of the auditor's report. The external auditor will also be allowed a reasonable opportunity to answer written questions submitted by shareholders to the auditor as permitted under the Corporations Act.

- **Annual Report**

The Company's Annual Report is available on its website and contains important information about the Company's activities and results for the previous financial year. Shareholders can elect to receive the Company's Annual Report.

- **Announcements**

All announcements made including annual and half year financial results, are posted on the Company's website.

- **Presentations**

The Company will arrange for advance notification of significant briefings. Copies of all presentations are posted on the Company's website, and where appropriate, the Company uses webcasting or teleconferencing of these presentations and briefings.

- **Other information**

The Company provides a telephone helpline facility (+61 (2) 9004 8855) and an online [email inquiry](#) service to assist shareholders with any queries. Information is also communicated to shareholders via periodic mail outs, or by email to shareholders who have provided their email address.