

Shareholder Communications Policy

People Infrastructure Ltd ACN 615 173 076

adopted on 30 August 2017

Doc # Revision: POL_0011_A
Doc Owner: ER
Approved: ER – 24.08.2020

Page 1 of 6

This is a Controlled Document as are all on Xtopia Online. Electronic and printed copies are not controlled, will not be updated and must be checked against Xtopia Online prior to use.

PEOPLE
INFRASTRUCTURE

1	Introduction -----	3
2	Annual report -----	3
3	Website -----	3
4	General meetings -----	4
5	Announcements lodged with the ASX -----	4
6	Presentations -----	4
7	Notices of meetings -----	4
8	Dissemination of information by email -----	5
9	Privacy -----	5
10	Questions -----	5

1 Introduction

- 1.1 People Infrastructure Ltd ACN 615 173 076 (**Company**) is a public company which is listed on the Australian Securities Exchange (**ASX**).
- 1.2 The Company aims to ensure that security holders are kept fully up to date in relation to major developments and activities of the Company. It will do this in the following ways:
- (a) by complying with the ASX listing rules (**Listing Rules**);
 - (b) providing details of the half-yearly result, the full-year result and the Company's annual report (**Annual Report**);
 - (c) through the Company's website at www.peopleinfrastructure.com;
 - (d) through the Company's annual general meeting (**AGM**), shareholder information meetings, and associated documents; and
 - (e) at other times by providing full and timely information about the Company's activities including, where applicable, by complying with its continuous disclosure obligations under the Listing Rules and the Corporations Act 2001 (Cth).

2 Annual report

- 2.1 The Annual Report is a comprehensive report on the activities and financial results of the Company. It will be available from the Company's website or if requested, a printed copy can be posted to security holders.
- 2.2 The Annual Report will comprise (among other things):
- (a) a review of the Company's operations;
 - (b) details of the directors of the Company's (**Directors**);
 - (c) the Directors' report, which outlines such matters as the interests of Directors in the Company's shares, dividend details and details of executive and Director remuneration;
 - (d) the Company's financial statements;
 - (e) the audit report on the Company; and
 - (f) details of the Company's corporate governance practices.

3 Website

- 3.1 The Company's website will be updated regularly with material information, including:
- (a) announcements made to the ASX;
 - (b) media releases and the Annual Report of the Company;
 - (c) investor briefing presentations;

- (d) a corporate governance section where security holders can access a variety of information about the corporate governance practices of the Company including but not limited to the Board Charter, Constitution and Securities Trading Policy;
- (e) notices of security holder meetings and explanatory material;
- (f) the names, photographs and brief biographical information for each of its directors and senior management; and
- (g) a statement of the Company's core values.

3.2 The Company will on the Company website provide information press releases or ASX announcements, and financial information for:

- (a) until three years after it is listed on the ASX, from the date it was listed on the ASX; and
- (b) from three years after it was listed on the ASX, the last three years.

4 General meetings

4.1 The Company considers the AGM is the central forum to effectively communicate with security holders and provide access to information about the Company. The AGM also gives security holders the opportunity to meet with the board of Directors (**Board**). At the AGM (and other general meetings) the chair of the Board (**Chair**) will allow adequate time to address any queries or questions put by security holders.

4.2 The Company's auditor will attend the AGM and be available to answer questions concerning the conduct of the audit and the preparation and content of the auditor's report.

5 Announcements lodged with the ASX

ASX announcements made to the market, including annual and half year financial results, will be posted on the Company's website as soon as they have been released by the ASX.

6 Presentations

Copies of all investor presentations made to analysts and media briefings will be posted on the Company's website.

7 Notices of meetings

The Company encourages shareholder participation at general meetings and has adopted the ASX Corporate Governance Council's Corporate Governance Principles and Recommendations (4th Edition) guidelines for notices of general meetings. In particular:

- (a) except in exceptional circumstances, issues are presented to security holders as single resolutions;
- (b) explanatory memoranda, where appropriate, are included with the notice of meeting in respect of matters to be voted on at the meeting;

- (c) any conflicts of interest of Directors on matters to be voted on will be clearly disclosed; and
- (d) the Company will make sure that all substantive resolutions at a meeting of security holders are decided by a poll rather than by a show of hands to ascertain the true will of all security holders attending and voting at the meeting.

8 Dissemination of information by email

Security holders may elect to receive communications from the Company by email.

9 Privacy

The Company recognises that privacy is important to its security holders and will not disclose registered security holders details unless required by law.

10 Questions

Security holders with queries about their holdings of the Company's securities should contact the Company's share registry. Questions about the Company, its performance or other general investor inquiries should be directed to the Company via the contact details provided on the Company's website. All security holder queries are to be dealt with courteously, impartially and promptly and any significant comments or concerns raised by a Security holder will be conveyed to the Board and/or Senior Management (as appropriate).

Version Control

Version Number	Author	Purpose/ Change	Date
1	Talbot Sayer		30 August 2017
2	Company Secretary	Corporate Governance Principles 4 th Edition	24.08.2020

Doc # Revision: POL_0011_A

Doc Owner: ER

Approved: ER – 24.08.2020

Page 6 of 6

This is a Controlled Document as are all on Xtopia Online. Electronic and printed copies are not controlled, will not be updated and must be checked against Xtopia Online prior to use.

PEOPLE
INFRASTRUCTURE