



## Shareholder Communication Policy

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**Beam Communications Holdings Limited Policy No. 11**

**Date of Adoption: 28 May 2015,  
amended 2 September 2015,  
amended 22 November 2018 (company name change).**

# Beam Communications Holdings Limited

## Shareholder Communication Policy

### 1. Objective

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Beam Communications Holdings Limited (**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 want to obtain information about the Company from time to time.

### 2. Scope

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This policy applies to the Company.

### 3. Statement

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- (a) The Company communicates information regularly to shareholders and other stakeholders through a range of forums and publications.
- (b) One of the Company's key communication tools is its website located at [www.beamcommunications.com](http://www.beamcommunications.com). The Company attempts to keep its website up-to-date. Important information about the Company will be found on its website.
- (c) In addition to the material specifically referred to in paragraph 4 below, the 'Corporate Governance' section of the website includes details of the following:
  - (i) The Company's constitution;
  - (ii) The Company's Board of Directors (Board) and Board Committee charters;
  - (iii) The Company's core corporate governance policies;
  - (iv) Any press release and announcements made by the Company on and from listing on the ASX; and
  - (v) Financial information about the Company.

### 4. Application

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- (a) The Company's shareholders may elect to receive communications from, and send communications to, the Company and its security register electronically. The contact email address for the Company is [investor@beamcommunications.com](mailto:investor@beamcommunications.com). Shareholders may submit electronic queries to the Company's Share Registry via its website [www.linkmarketservices.com.au](http://www.linkmarketservices.com.au).
- (b) The Company communicates important aspects of its affairs in the following ways:
  - (i) **Notice of meeting:** The Company places the full text of all notices of meetings and explanatory material on its website.
  - (ii) **Annual General Meeting (AGM):** The Company encourages full participation of shareholders at its AGM each year. 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.

- (iii) **Annual Report:** The Company's Annual Report will be 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 as an electronic copy or in hard copy through the mail.
  - (iv) **Announcements lodged with the Australian Securities Exchange (ASX):** All ASX announcements made to the market, including annual and half year financial results, are posted on the Company's website as soon as they have been released by ASX.
  - (v) **Presentations:** Copies of all investor presentations made to analysts and media briefings are posted on the Company's website, and where appropriate, the Company uses webcasting or teleconferencing of these presentations and briefings.
- (c) **Other information:** The Company provides an online email inquiry service to assist shareholders with any queries via [investor@beamcommunications.com](mailto:investor@beamcommunications.com).

## 5. Responsibilities

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Position	Responsibility
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<b>Company Secretary</b>	The Company Secretary will: <ul style="list-style-type: none"><li>(a) implement this Communications Strategy; and</li><li>(b) ensure content on <a href="http://www.beamcommunications.com">www.beamcommunications.com</a> is accurate and up to date.</li></ul>
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<b>Company Secretary</b>	The Company Secretary will: <ul style="list-style-type: none"><li>(a) arrange any requests for Annual Reports to be delivered; and</li><li>(b) provide the content to be loaded onto <a href="http://www.beamcommunications.com">www.beamcommunications.com</a></li></ul>
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## 6. Management

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### 6.1 Maintenance

This policy will be maintained reviewed and updated by the Company Secretary.

### 6.2 Communication

This policy will be made available on the Company's website [www.beamcommunications.com](http://www.beamcommunications.com)

### **6.3 Monitoring**

The Company Secretary and the Chief Executive Officer will monitor compliance with this policy on a regular basis.

### **6.4 Reporting**

Any breaches of this policy should be reported to the Company Secretary.

## **7. Control**

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### **7.1 Amendments**

Subject to and after receiving Board approval for an amendment, this policy can only be amended by Company Secretary.

### **7.2 Approval**

This policy and any amendment to it must be approved by the Board.