



tivan
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TIVAN LIMITED POLICY

Document Title	Shareholder Communication Policy
Policy Number	25.0
Date of Issue	31 July 2019

1. OBJECTIVES

The Company aims to ensure that its shareholders are informed in a timely and readily accessible manner of all major developments affecting the consolidated entity's state of affairs.

The objective of this policy is to promote effective 'two-way' communication with shareholders, to give shareholders ready access to balanced and understandable information about the Company, and to encourage and facilitate participation at the Company's general meetings and deal promptly with the enquiries of shareholders.

2. APPLICATION

In this policy "Company" means Tivan Limited, as well as each other company within the Tivan Limited Group, i.e.: all companies defined as "related bodies corporate" of Tivan Limited under the Corporations Act 2001, as amended.

3. METHODS OF COMMUNICATION

Information is provided to shareholders through, but is not limited to:

- The annual report is distributed to all shareholders who have requested a copy and is posted on the Company's website. The Board ensures that the annual report includes relevant information about the operations of the consolidated entity during the year, changes in the state of affairs of the consolidated entity and details of future developments, in addition to the other disclosures required by the Corporations Act;
- The half-yearly report contains summarised financial information and a review of the operations of the consolidated entity during the period. The half-year audited financial report is prepared in accordance with the requirements of applicable Accounting Standards and the Corporations Act and is lodged with the Australian Securities Exchange. The half-yearly report is sent to any shareholder who requests it and is available on the Company's website;
- The quarterly report contains summarised cash flow financial information and details about the Company's activities during the quarter. The quarterly report is sent to any shareholder who requests it and is available on the Company's website;
- Company announcements made to ASX are included on the Company website and distributed to any investor registered to receive them;
- Proposed major changes in the consolidated entity which may impact on share ownership rights are submitted to a vote of shareholders;
- The Company's website includes information about the Company, its projects and contact details and is well promoted to shareholders; and
- The Company's website provides for security holders to send communications to the

Company electronically and elect to receive information about the Company in electronic form. The Company's share registry also has the capability to send and receive electronic communications.

- The Company may directly communicate with shareholders by mail or electronic mail, for example, to give shareholders notice of general meetings or to update shareholders by way of a letter from the Board.

4. PARTICIPATION AT ANNUAL GENERAL MEETING

The Board encourages full participation of shareholders at the Annual General Meeting to ensure a high level of accountability and identification with the consolidated entity's strategy and goals. Important issues are presented to the shareholders as single resolutions.

The shareholders are requested to vote on the appointment and aggregate remuneration of directors, the granting of options and shares to directors and changes to the constitution. Copies of the constitution are available to any shareholder who requests it.

5. COMPANY'S WEBSITE

The Company maintains a website at www.tivan.com.au.

On its website, the Company makes the following information available on a regular and up to date basis:

- Company announcements;
- Latest information briefings;
- Notices of meetings and explanatory materials; and
- Quarterly, half yearly and annual reports.

If you are a shareholder and wish to receive copies of information updates by email please register under the "Sign up for Latest News" link on the Company's website.

6. GENERAL

While the Company aims to provide sufficient information to shareholders about the Company and its activities, it understands that shareholders may have specific questions and require additional information.

Shareholders can obtain all relevant information to assist them in exercising their rights as shareholders, by contacting the Company at its registered office by either telephone, facsimile, email corporate@tivan.com.au, or by going to the Company's website.

- Company contact details are:
Registered Office: Suite 20, 22 Railway Road, Subiaco WA 6008
Telephone: +61 8 9327 0900 | Fax: +61 8 9327 0901
Email: corporate@tivan.com.au | Website: www.tivan.com.au

Shareholders with any questions related to their shareholding should contact the Company's share registry:

- Computershare Investor Services
Level 2, Reserve Bank Building, 45 St Georges Terrace, Perth WA 6000
Telephone: +61 8 9323 2000 | Fax +61 8 9323 2033
Investor Centre: www.investorcentre.com