

# Shareholder Communication Policy

## 1. Objective

The aim of ARMS Group's communication arrangements is to provide shareholders with information about their company and enable them to exercise their rights as shareholders in an informed manner.

ARMS Group recognises that people other than shareholders, such as potential investors or other interested stakeholders, may have an interest in information about the company. ARMS Group aims to be open and transparent with all stakeholders, and strives to convey to its shareholders pertinent information in a detailed, factual and timely manner.

## 2. Communication Channels

Clear communication and easy access to company information are important objectives of ARMS Group's communication strategy.

The company has in place an investor relations program to facilitate communication with shareholders through a range of forums, methods, publications and online, including:

- the company's Annual General Meeting (**AGM**) – which shareholders are encouraged to attend;
- the Annual Report and annual financial report – which ARMS Group intends to make available in hard copy or on its website;
- communications from the Chairman and Managing Director to specifically inform shareholders of key matters of interest; and
- presentations to analysts and investors, media briefings, and, where appropriate, using webcasting or teleconferencing of these presentation and briefings.

## 3. Annual Report

The Board is cognisant of the importance of the Annual Report including relevant information about the operations of ARMS Group during the year, changes in the state of affairs of the company and details of future development, in addition to other disclosures required at law. The company's Annual Report is available on its website and shareholders can elect to receive the Annual Report as an electronic copy or in hard copy through the mail.

## 4. Annual General Meeting

The company encourages full participation of shareholders at its AGM each year. Shareholders will be encouraged to ask questions at the AGM to ensure accountability and identification with ARMS Group's strategy and goals. For those shareholders who are unable to attend in person, the company provides a full transcript of the Chairman's and the Managing Director's speeches on its website.

Shareholders are also encouraged to lodge direct votes or proxies electronically.

ARMS Group's auditor will be requested to attend the AGM and be prepared to answer questions concerning the financial statements, the conduct of the audit and the preparation and content of the auditor's report.

#### **4. Company Website**

ARMS Group uses its website at [www.armsrisk.com.au](http://www.armsrisk.com.au) as a forum to make available a range of information relevant to shareholders and stakeholders concerning the operation of the company. Important information about the company can be found under the section marked 'Governance' on its website.

Shareholders will be able to gain access to information about ARMS Group through the website, including media releases, announcements lodged with ASIC, the company's constitution, key corporate governance policies, the charters of the company's Board and its committees, information about each director and senior executives and copies of notices of meetings of shareholders.

The Annual Report, financial statements and transcripts and presentation slides of the Chairman's and Managing Director's speeches will be made available on the website for a reasonable period, as well as other information related to the AGM.

The website also contains a telephone number and an online email service for general shareholder inquiries.

#### **5. Other Information**

The company also provides information to assist shareholders with inquiries regarding shareholdings, dividend payments and related administrative matters including the ability for shareholders to elect to receive electronic communications from the company.