



## **SHAREHOLDERS COMMUNICATION POLICY**

ITL encourages shareholders to take an active interest in ITL, and seeks to provide shareholders with quality information in a timely fashion generally through ITL's announcements, ITL's Annual Report and Shareholders Reviews and via its website.

### **1. Purpose**

The purpose of the Shareholder Communications Policy is to promote effective communication with shareholders and encourage participation at General Meetings.

### **2. Scope**

The Shareholder Communications Policy endorses the ASX Corporate Governance Council's Corporate Governance Principles and Recommendations released in August 2007 (ASX Principles).

### **3. Definitions**

**Annual Report:** means the annual report (and any concise annual report) of the Company published annually for the benefit of shareholders, investors and other interested parties as prescribed by law.

**Board:** means the board of Directors of ITL Limited.

**Company:** means ITL Limited and its group of companies

**Policy:** means the Shareholder Communications Policy

**Share Registry:** means the share registry services provider appointed by the Company from time to time.

**Shareholders:** includes both current and prospective shareholders.

### **4. Sources of Communication**

#### **A. Company Website [www.itl-limited.com](http://www.itl-limited.com)**

ITL's website contains comprehensive information about ITL, including shareholder communications.

All ASX announcements, relevant news releases and any other information that is an official release of material information to the market are placed on the website.

#### **B. ASX Announcements**

All communications with the ASX are in accordance with the ASX Listing Rules. The Company Secretary is responsible for communications with the ASX.

All ASX announcements are made immediately available on ITL's website following confirmation of receipt by the ASX.



### **C. Annual Report**

The Annual Report contains key financial information about ITL, as well as important operating and corporate information.

All existing shareholders have the opportunity to be provided with a copy of the Annual Report. Electronic copies of the Annual Report are available via the ITL website.

Shareholders may also receive reports in an electronic format by contacting the Company Secretary.

### **D. General Meetings**

Notices of general meetings and meeting agendas are first released to the ASX and then placed on the ITL website immediately following confirmation of receipt by the ASX. The notice of meeting is distributed to all shareholders prior to the AGM within the timeframe set by the Corporations Act.

The Company provides shareholders with explanatory notes that accompany the Agenda and Notice of Meeting.

ITL understands that not all shareholders are able to attend the meeting. A proxy form, allowing shareholders to appoint a proxy in the event they cannot attend the AGM, accompanies the Notice of Meeting distributed to all shareholders and shareholders have the opportunity to vote online.

All presentations made at the meeting are placed immediately on the Company's website, following confirmation of receipt by the ASX.

Shareholders are encouraged to attend the Company's Annual General Meeting and may ask questions about ITL's governance and business.

The Company's auditor attends the AGM and is available to receive questions regarding the audit provided for under the Corporations Act.

### **E. Half-Year and Full-Year Results**

The financial results for the half-year ended 31 December are reported in February each year. The financial results for the full-year ended 30 June are reported in August each year.

As the Half-Year and Full-Year Results are announced to the ASX pursuant to the Listing Rules, they are made available to shareholders in the same manner as other ASX Announcements (see ASX Announcements above).



## 5. ITL Limited Contact Details

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