



## SELECT HARVESTS

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### **CONTINUOUS DISCLOSURE POLICY**

Select Harvests Limited (the Company) is listed on the Australian Securities Exchange (ASX) and is required to comply with the continuous disclosure provisions as per the ASX Listing Rules and the Corporations Act 2001 (Cth).

As documented in the Company's Corporate Governance Statement, the Board oversees the establishment, implementation and review of a system of risk management within the consolidated entity.

This policy refers specifically to Continuous Disclosure whereby a process is in place to identify and disclose market sensitive information that may have a material impact on the price of the company's shares on the ASX. This process is controlled around both formal meetings of the Board and its sub committees and ongoing communications between the Managing Director and Chief Executive Officer and the Chief Financial Officer and Company Secretary to the Board members.

The full Board holds twelve scheduled meetings each year, plus any additional meetings at such other times as may be necessary to address any specific matters as they arise. In addition the MD/CEO and CFO are in regular contact with Board members to ensure the Board are aware of any material matters impacting the business.

The Audit and Risk Committee meets at least three times each year and the Remuneration and Nomination Committee meets at least two times a year. These committees review and recommend risk mitigation strategies which are within their scope of reference.

The agenda for Board meetings is prepared, and includes the Managing Directors Report, financial reports, business segment reports, strategic matters, governance and compliance. Specifically:

- Financial reports contain full year earnings projections based on periodic updates to reflect the changing circumstances impacting the business' financial performance. The updated projections are compared to most available consensus reports prepared by brokers and analysts. In the event that internal forecasts based on the most current information available project a NPAT of greater than or less than 10% of the consensus earnings forecasts, it will be deemed that a market update announcement should be made;
- Material matters and risks impacting the business are recorded and discussed as a matter of the routine business of the Board and are documented in the minutes of the meetings. The Board papers and minutes support follow through on material matters noted;



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- A formal Occupational Health and Safety Report is a standing item on the agenda and provides the board with leading and lag statistics and other workplace safety matters the Board should be aware of.

The Agenda for the Audit and Risk Committee meetings cover a range of matters, including routine review and discussion of Accounting and Reporting issues, in conjunction with the external Auditors, as well as periodic reviews and approval of Insurance Policies and related risks, compliance and internal controls within the company. In addition the Chairman of the Audit and Risk Committee meets separately with the Audit Partner to review and consider risks associated with the company. Prior to any Board resolution to approve the Interim and Annual accounts and related ASX announcements, the Audit and Risk Committee documents its recommendations to the Board.

All directors and all employees who are responsible for the relevant areas of the Company's operation must report to the Company Secretary, any information that could potentially be considered material immediately after the employee becomes aware of it. If the Company Secretary is unavailable, the information should be reported either to the Assistant Company Secretary or the Managing Director.

In the event of a material matter arising either at the formal meetings of the Board and sub committees, or in periods between formal meetings, communication occurs between the MD/CEO, CFO and the Board to assess the extent to which the matter is material and whether it might impact on a reasonable persons decision to alter their holding of Select Harvests Limited shares.

Should any matter be deemed material for the purpose of disclosure, an announcement is drafted, and is reviewed and approved by the Board prior to release to the market.

Upon confirmation by ASX of an announcement, the information is then posted on the Company's website to ensure that the information is made available to the widest audience.

This policy applies to all directors, employees and contractors of the Company and is reviewed annually to ensure that it remains effective.

Paul Thompson

**Managing Director**