



# Continuous Disclosure and Investor Communication Policy

Health and Plant Protein Group Limited

# 1. Overview

Compliance with regulatory and prudential requirements is of vital importance to Health and Plant Protein Group Limited. The company takes its obligations seriously and constantly looks to improve its standard of compliance.

Compliance with ASX continuous disclosure requirements, as detailed in Listing Rule 3.1, and supported by section 674 of the Corporations Act, is paramount to ensuring timely advice in the maintenance of market integrity. Release of information to ASX is to be viewed as the first step in the dissemination of information to all sectors of the market.

It is the directors' intention that the interest of the company will not take precedence over the interests of a fully informed market.

## 2. ASX Listing Rule and Corporations Law Requirements

### 2.1 General

Once the company is aware of any information concerning it that may have a material effect on its share price, the company is to immediately make an announcement to the market through the ASX. A material effect is deemed to exist if a reasonable person would expect the information in question, to influence investors' behaviour when deciding whether or not to subscribe for, buy or sell the company's shares.

### 2.2 Exceptions

Disclosure to the market does not apply if all of the following circumstances are satisfied:

- (a) a reasonable person would not expect the information to be disclosed;
- (b) the information is confidential and ASX has not formed the view that the information has ceased to be confidential;
- (c) one or more of the following applies:
  - (i) it would be a breach of a law to disclose the information;
  - (ii) the information concerns an incomplete proposal or negotiation;
  - (iii) the information comprises matters of supposition or is insufficiently definite to warrant disclosure;
  - (iv) the information is generated for the internal management purpose of the company; and
  - (v) the information is a trade secret.

Note that the company becomes aware of information if a director or executive officer has come into possession of the information in the course of the performance of their duties as a director or executive officer.

If directors and management are in doubt as to whether or not a matter should be disclosed, immediate consultation with legal advisors and the ASX Company Advisor is to be initiated.

## 3. Approval Process

### 3.1 General

All company announcements are to be approved for release to the market by the board prior to distribution through the ASX company announcement platform. This includes periodic financial data, media releases, statements in relation to strategic initiatives and as required to ensure a fully informed market.

### 3.2 Communications Officer

The company's communication officer in relation to ASX releases, is the CEO. This officer co-ordinates the company's disclosure activities in conjunction with the Company Secretary.

### 3.3 Company Spokesperson

The Chair and the CEO are authorised to speak on the company's behalf in relation to market announcements. These officers are able to clarify information which has been publicly released through the ASX.

### 3.4 Monitoring Compliance

A Compliance Report is prepared and signed by the CEO and Company Secretary and presented to the Board during the statutory audit process. This document includes statements regarding ASX and ASIC compliance along with other regulatory compliance matters.

## 4. Financial Performance/Market Announcements

### 4.1 Background

Health and Plant Protein Group Limited is committed to providing our shareholders with comprehensive information about the company and its activities, and to fulfilling our obligations to the broader market for continuous disclosure.

### 4.2 Disclosure

Consistent with best practice disclosure and continuous disclosure requirements, all market-sensitive data, corporate presentations, and reports are released to the stock exchange via ASX On-Line prior to release to the market via press release and posting of Health and Plant Protein Group's internet site or through the mail.

### 4.3 Financial Reports

Annual reports are mailed to shareholders in September/October of each year, along with the notice of meeting and any communication relevant to shareholders. Financial results for each half year and end of year are released with the ASX. Although the half year result is not mailed to shareholders, they are available on request and will be posted on the company's website.

### 4.4 Electronic Communication

Shareholders are now able to receive their shareholder information electronically in preference to mail. Notification via email of company announcements, annual and half year reports and other company information is available by registering for this service through the company's website.

## 5. Health and Plant Protein Group Website

### 5.1 General

The internet now provides the quickest way of disseminating information, so we encourage all our shareholders, customers, and any other interested parties, to visit our website [www.hppgroup.com](http://www.hppgroup.com). You will find copies of our annual reports, Chair and CEO public addresses, market releases and public announcements, and of course information on our products and services.

### 5.2 Investor Section

The investor section of the website also includes a discussion on the company's strategy and positioning, dividend policy, share purchase plan, information on the most frequently asked questions, and links to both the ASX and Computershare websites. Forms to manage or restructure shareholders' holdings can be obtained through the Computershare website link. Share price and volume information can be obtained through the ASX website link.

## 6. Shareholder Documents/Press Releases

Any document to be forwarded to shareholders must be approved by the ASX prior to distribution. Information to be released to shareholders or analysts, must firstly be released through ASX

Company Announcement Office via ASX On-Line. Similarly, any media release which may have an influence on the share price, must be released through the ASX prior to distribution.

## 7. General Meetings of Shareholders

The ASX must approve the Notice of Meeting for any general meeting of shareholders prior to distribution.

The Chair and CEO's addresses and any presentation given at general meetings, must be released through the ASX prior to the commencement of the meeting.

The contents of any prepared market announcement must be given to the ASX no later than the start of the meeting.

The outcome in respect of each resolution put at meetings of shareholders, must be released through the ASX immediately after the meeting. If the meeting is adjourned, the company must immediately tell the ASX of the adjournment and the outcome in respect of each resolution dealt with before the adjournment.

## 8. Disclosure of Directors' Security Transactions

Directors must enter into agreements with the company regarding disclosure of directors' securities transactions. Under these agreements, directors are obliged to provide the necessary information to the company, to allow the company to comply with the ASX Listing Rule requiring disclosure of details of directors' interests in securities.

Advice is to be given to the ASX of any movements in Directors' shareholdings. ASX Appendices 3X, 3Y and 3Z are to be used for this purpose. Please refer to the company's policy on Securities Trading for information on details to be provided.

## 9. Change in Circumstances etc

The ASX is to be notified of any of the following occurrences:

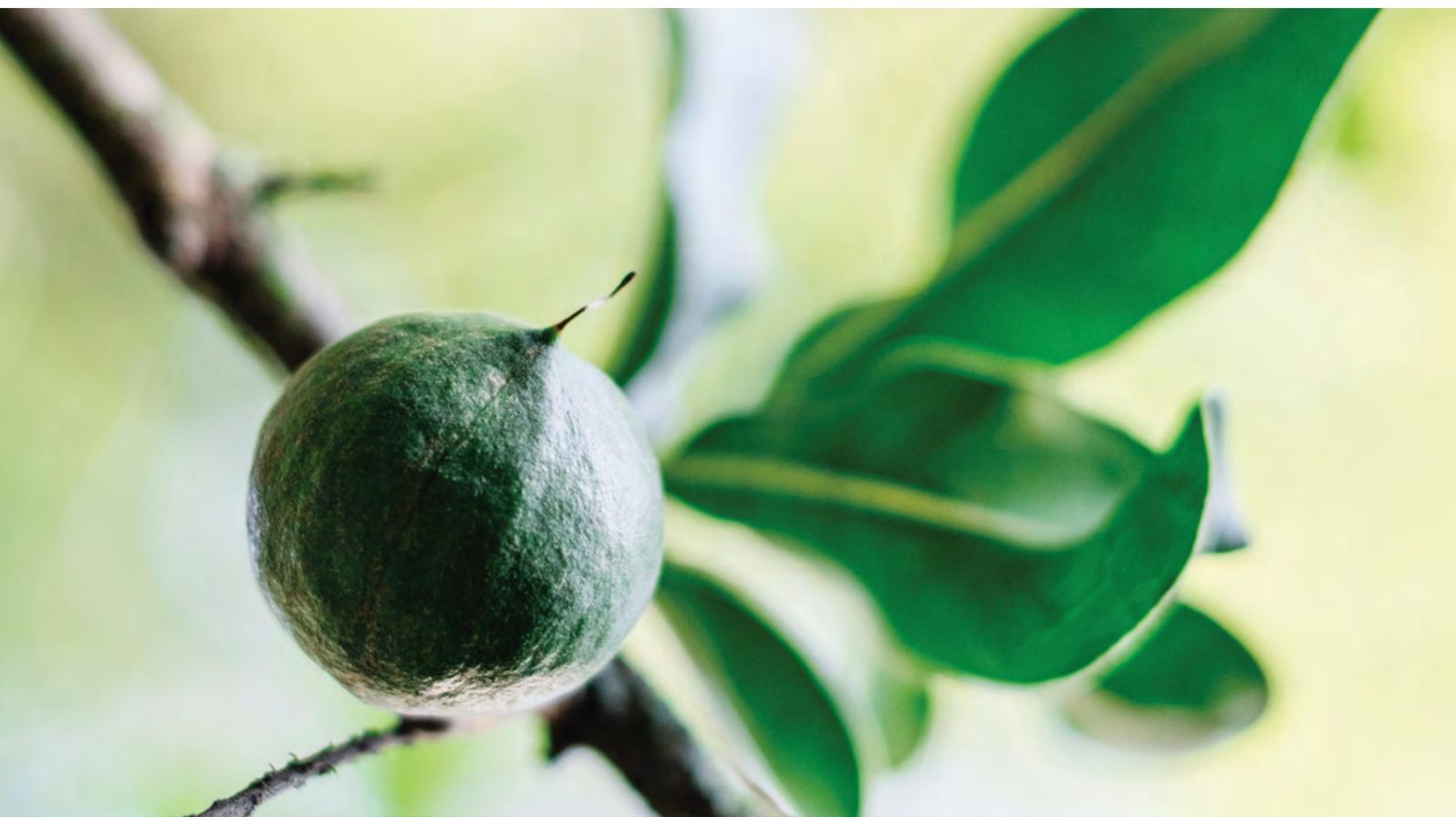
- (a) a change in the Chair, Director, Chief Executive Officer or Company Secretary;
- (b) a change of address, telephone or facsimile number of its registered office or principal administrative office;
- (c) a change of address of its share registry;
- (d) announcement of, or any changes to a proposed buy-back;
- (e) details of a reorganisation of capital e.g. a proposed issue of capital; and
- (f) a change in auditor.

## 10. Management of Market Rumours

If directors and/or management become aware of market rumours, leaks or inadvertent disclosures, discussions will be held with the ASX Company Advisor regarding a release to the market or a trading halt, depending upon the circumstances.

**Approved by the Board of Health and Plant Protein Group Limited**

Review date: 25 July 2022



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 [linkedin.com/company/healthandplantprotein](https://www.linkedin.com/company/healthandplantprotein)

 [www.hppgroup.com](http://www.hppgroup.com)

