

## **GROUP POLICY SHAREHOLDER COMMUNICATIONS**

The Leighton Group will endeavour to communicate with shareholders and other stakeholders in an open, regular and timely manner so that the market has sufficient information to make informed investment decisions.

### **1.0 Objectives**

The objectives of this Group Policy are to ensure that:

- The Group provides information that will allow existing shareholders, potential shareholders and financial analysts to make informed decisions about the Group's intrinsic value.
- The Group provides as broad distribution channels as possible for the dissemination of information to shareholders and other financial stakeholders.
- The Group meets all of its obligations under the ASX's continuous disclosure regime (refer to separate Continuous Disclosure Policy).

### **2.0 Implementation**

LHL's Executive General Manager, Investor Relations and External Affairs will be responsible for the Shareholder Communications Plan, which aims to:

- Provide regular shareholder communications such as quarterly reports, a Concise Annual Report, a Full Financial Report, and Stock Exchange Reports.
- To provide access to shareholder communications through the use of technology such as e-mail, webcasting and the Leighton website.
- Utilise the Group's share registry service provider to enhance the electronic delivery of financial information to shareholders.
- Promote shareholder participation in the Annual General Meeting by providing a webcast facility and, when available, electronic proxy voting.
- Ensure that Continuous Disclosure obligations are understood and complied with throughout the Group (see separate Group Policy).

### **3.0 Audits and Review**

LHL's Executive General Manager, Investor Relations and External Affairs will be responsible for ensuring that shareholder communications occur in a timely manner and will annually review the timing and content of shareholder communications.