

## **SHAREHOLDER COMMUNICATION POLICY**

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## **1. OBJECTIVE**

The Board of Directors (Board) recognises the importance of an effective communication channel between the Board, shareholders, stakeholders and the general public. The Board also acknowledges the needs for shareholders to be informed in a timely manner the latest business and corporate developments and all material matters affecting the Company, to enable shareholders to make informed and orderly market decision.

The Company sets out in this Policy how it intends to keep shareholders and other stakeholders informed the material developments of the Company and maintain effective communications with them.

## **2. COMMUNICATION CHANNELS**

The followings are the communication channels with its shareholders:-

### **i. GENERAL MEETINGS**

The annual general meetings (AGM) and other general meetings are the primary forums for communication between the Company and the shareholders. Shareholders are encouraged to participate in general meetings or to appoint proxy(ies) to attend and vote at the general meetings for and on their behalf if they are unable to attend the general meetings. A proxy form accompany with the notice of the general meeting will be distributed to all shareholders. The Chairman and the Board encourage active participation from the shareholders during the general meetings.

The notice convening general meeting specifying the date, time and the venue of the general meeting will be circulated to the shareholders via mail at least fourteen (14) days before the general meeting or at least twenty-one (21) days' for the purpose of passing a special resolution or where it is an AGM. The Company shall also advertise the said notice in at least one (1) nationally circulated Bahasa Malaysia or English daily newspaper and make an announcement to Bursa Malaysia Securities Berhad (Bursa Securities).

The Chairman will allow reasonable time for questions and answers session in the AGM to ensure that all subject matters tabled are thoroughly considered and debated.

### **ii. BURSA ANNOUNCEMENTS**

Announcement of quarterly and annual results and various other disclosures to Bursa Securities will be made in accordance with the ACE Market Listing Requirements of Bursa Securities (Listing Requirements) and other applicable laws and regulations. The Company may communicate other information to the shareholders by way of Company announcement or circular.

All announcements made to Bursa Securities are available to shareholders on the Company's website at [www.oversea.com.my](http://www.oversea.com.my) as soon as reasonably practical after such information is released to Bursa Securities.

**iii. ANNUAL REPORT**

The Company's Annual Report to shareholders is a central means of communicating to shareholders the Company's activities, operations and financial results over the past financial year.

The Annual Report is distributed to shareholders together with the Notice of the AGM and is published on the Bursa Securities within four (4) months from the close of the financial year of the Company. The Annual Report will also be available on the Company's website at [www.oversea.com.my](http://www.oversea.com.my) as soon as reasonably practical after the said Report has been released to Bursa Securities.

**iv. COMPANY'S WEBSITE**

The Company is maintaining a website, [www.oversea.com.my](http://www.oversea.com.my), where shareholders as well as the stakeholders and general public may access for the information of the Company. The Company's website is updated from time to time to provide timely and accurate information on the Company.

All announcements, annual reports, quarterly reports, annual financial statements, circulars are posted onto the Company's website as soon as practicable following their release to Bursa Securities. Media releases and presentations, if any, are also made available on the website to facilitate communication between the Company, shareholders and potential investors.

**v. PRESS CONFERENCE / MEDIA RELEASE**

Where necessary, the Company may arrange for press conference / media release in conjunction with the execution of significant agreements, development of the Company, general meetings, product launching or presentation after the approval from the Board. Presentation made during press conference / media release will be made available on the Company's website at [www.oversea.com.my](http://www.oversea.com.my) as soon as reasonably practical after such information is released to Bursa Securities.

**vi. TELEPHONE / FACSIMILE / EMAIL / POST**

The Company welcomes inquiries, feedbacks, comments and suggestions from shareholders and other stakeholders. Specific personnel will be assigned to handle the communication between the Company, shareholders and the potential investors. The contact details are as follows:-

OVERSEA ENTERPRISE BERHAD  
Mr. Yap Teck Beng  
Group General Manager  
D-3-1 & D-3-1, Seri Gembira Avenue,  
Jalam Senang Ria, Taman Gembira,  
58200 Kuala Lumpur, Wilayah Persekutuan

Tel No.: 603-7972 9683  
Fax No.: 603-7972 9662  
Email : [tbyap@oversea.com.my](mailto:tbyap@oversea.com.my)

### 3. SHAREHOLDER PRIVACY

The Company recognises the importance of shareholders' privacy and will not disclose shareholders' information without their consents unless required by law.

### 4. ACCESS TO THIS POLICY

This Policy will be available for viewing by any other person on the Company's website.

### 5. REVIEW OF POLICY

This Policy is subject to review regularly by the Board and will be amended appropriately to ensure that it continues to remain relevant and appropriate.

#### **History of the Shareholder Communication Policy**

Date	Description
31 July 2017	Establishment