



# **SRI LANKA TELECOM PLC**

## **POLICY ON RELATIONS WITH SHAREHOLDERS AND INVESTORS**

**Approver**

Board of Directors of Sri Lanka Telecom PLC

**Owner**

Group Company Secretary

**Functional Owners**

Nomination & Governance Committee

**Revision History**

Version	Approval Date	Author	Description
1	25/07/2024	Group Company Secretary Asst. Company Secretary	New Policy

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## 1. PURPOSE

The purpose of this Policy is to outline how the Company is committed to providing timely, transparent, consistent and credible information to the investing public in accordance with applicable laws, regulations and rules of the Colombo Stock Exchange (“CSE”). In addition, we take account of the increased demand for transparency and accountability regarding our non-financial (or sustainability) performance.

## 2. COMMUNICATION WITH SHAREHOLDERS & INVESTORS

The Company makes every effort to disseminate information simultaneously through a broad range of communication channels and not to provide information selectively.

To help promote this goal, the deadlines, meetings and presentations are set out in the table below

<b>Corporate Disclosure</b>	<ul style="list-style-type: none"><li>• Make immediate disclosure of price sensitive information to the CSE in order to maintain a fair and orderly securities market.</li><li>• Disclosure of price sensitive information shall be made by way of an announcement to the CSE.</li><li>• Under no circumstances price sensitive information are given on an individual or selective basis to analysts, shareholders or other persons unless such information has previously been disclosed and disseminated to CSE.</li></ul>
<b>Annual reports</b>	<ul style="list-style-type: none"><li>• Annual reports and Audited Financial Statement together with notes to the Accounts for the current year and the preceding years shall be available via SLT’s website and the CSE website.</li><li>• Annual reports shall be published within five months after the end of the financial year. The Company shall ensure to hold the Annual General Meeting within 6 months of the date of the balance sheet date and that the annual report is received by all directors prior to the AGM, scheduled for the financial year.</li></ul>
<b>Quarterly reporting and Half year reporting</b>	<ul style="list-style-type: none"><li>• Quarterly financial statements reviewed by the Auditors shall be published within 45 days of the next quarter through CSE and the Company’s website.</li><li>• 4<sup>th</sup> Quarterly financial statement reviewed by the Auditors shall be published within 2 months of the end of the financial year through CSE and the Company’s website</li></ul>
<b>Company announcements</b>	<ul style="list-style-type: none"><li>• All announcements are available in the Company’s website and the CSE’s website.</li></ul>
<b>General Meetings</b>	<ul style="list-style-type: none"><li>• The Company recognises that general meetings are an important forum for two-way communication between the Company and</li></ul>

	<p>its shareholders. The meetings provide the Company with an opportunity to impart to shareholders a greater understanding of its business, governance, financial performance and prospects, as well as to discuss areas of concern or interest to the Board and management. The meetings also provide shareholders with an opportunity to express their views to the Company's Board and management about any areas of concern or interest for them. The Company endeavours to actively engage with shareholders at its general meetings, and encourages attendance and participation at its meetings</p> <ul style="list-style-type: none"> <li>• General Meetings will be held either in a physical location, OR through virtual/ hybrid means. The procedure and conduct of virtual/hybrid meetings will comply with the Guidelines issued by the CSE.</li> <li>• Notices of General Meetings and accompanying documents are provided within the prescribed period before the meeting and published as announcements on the website of the CSE and the Company's website.</li> <li>• Board Members, including the Chairperson of the Board Sub-committees, Chief Executive Officer and the Senior Management of the Group will be available at the General Meetings to answer queries raised by shareholders.</li> </ul>
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### SLT's Website

The Company has a website which can be found at <https://www.slt.lk>. The Company's website is designed to provide shareholders and other investors with helpful information about the Company including

- Investor related information such as Annual reports, interim reports, press releases etc.
- Background information on the business activities, ESC practices.
- Articles of Association of the Company and the following policies adopted by the Company.
  - Board Procedure Manual
  - Policy on Board Committees
  - Policy on Corporate Governance, Nominations and Re-appointment
  - Policy on Internal Code of Business Conduct and Ethics for Directors and Employees
  - Policy on Risk Management and Internal Controls
  - Policy on Relations with shareholders and Investors
  - Policy on Environmental, Social and Governance Sustainability
  - Policy on Control and Management of Company Assets and Shareholder Investments
  - Policy on Corporate Disclosures
  - Policy on Whistleblowing
  - Policy on Anti-bribery and Corruption.

### **Social Media Presence**

Information related to SLT is also shared through various social media platforms, including LinkedIn, Facebook, Instagram, YouTube, and X (formerly known as Twitter).

### **3. SHAREHOLDER INQUIRIES**

Matters and concerns raised by shareholders and investors will be routed to the Board through the Group Company Secretary whose contract details are given below;

Mr. Mahesh Athukorale  
Group Company Secretary  
Sri Lanka Telecom PLC  
Lotus Road, Colombo 01.

Tel: +94 11 23099478  
e-mail : [mathukorale@slt.com.lk](mailto:mathukorale@slt.com.lk)

Shareholders with questions related to shareholding and dividends should direct their inquiries to the Group Company Secretary.