# 1. OVERVIEW

# 1.1 Purpose

The purpose of this Shareholder Communications Policy (Policy) is to:

- promote effective communications with shareholders of Jupiter Mines Limited (JMS);
- ensure all information relevant to their shareholding is disseminated to shareholders; and
- encourage effective participation by shareholders at JMS General Meetings.

# 1.2 Scope

This Policy endorses the Australian Securities Exchange (ASX) Corporate Governance Council's *Principles of Good Corporate Governance and Best Practice Recommendations* (ASX Principles).

# 1.3 Maintaining Shareholder Communications

JMS will ensure that:

- materials detailed in this Policy are available on the JMS website (www.jupitermines.com) within a reasonable timeframe;
- shareholder communications are distributed to shareholders in accordance with the *Corporations Act* and ASX Listing Rules (Listing Rules); and
- this Policy is updated and maintained as required.

### 1.4 Methods of Communication

The following methods of communication will be available to shareholders:

- telephone;
- mail;
- email;
- facsimile;
- via the ASX website (http://www.asx.com.au) (the code for ASX purposes is JMS);
- via the JMS Share Registry; and
- via the JMS website.

Contact details for the JMS Share Registry are detailed in paragraph 3.2.

### **2 ASX ANNOUNCEMENTS**

#### 2.1 Outline

JMS makes announcements to the ASX in accordance with the Listing Rules.

# 2.2 Availability

All announcements made to the ASX are available to shareholders:

- under the "News" section of the JMS website under "ASX Announcements");
- under the Company Announcements section of the ASX website; or
- by email notification (when shareholders provide their email address to JMS via the website and elect to be notified of all JMS announcements).

# 3 THE JMS SHARE REGISTRY

#### 3.1 General

For all share related enquiries, shareholders should contact the JMS Share Registry.

# 3.2 Contact Details

Link Market Services Limited Locked Bag A14 Sydney South NSW 1235

Telephone: +61 2 8280 7111 Facsimile: +61 2 9287 0303

Email: registrars@linkmarketservices.com.au Website: http://www.linkmarketservices.com.au

#### 4 SHAREHOLDER DETAILS

If shareholders wish to amend any of their details on the JMS Share Register, they will need to complete the appropriate form and send it back to the JMS Share Registry. Forms available from the JMS Share Registry include:

- Electronic Shareholder Communications;
- Address Change Notification Advice;
- Name Correction Request and Indemnity;
- Request for Direct Credit of Payments;
- TFN or ABN Notification; and
- Annual Report Election.

### 5 ANNUAL GENERAL MEETINGS

### 5.1 General

JMS holds its Annual General Meeting in accordance with the requirements of the Corporations Act.

### 5.2 Date and Location of General Meeting

The date, time and location of the Annual General Meeting will be detailed:

- in the Notice of Annual General Meeting; and
- under the "News" section of the JMS website.

Alternatively, shareholders can contact the JMS Share Registry directly to obtain this information.

# 5.3 Notice of Meeting

The Notice of Meeting will be distributed to all shareholders prior to the Annual General Meeting pursuant to the timeframe set by the *Corporations Act*.

Archived versions of Notices of Meeting will be available on the JMS website (under "News").

# 5.4 Proxy Form

A proxy form allowing shareholders to appoint a proxy in the event they cannot attend the Annual General Meeting will accompany the Notice of Meeting distributed to all shareholders.

#### 5.5 Questions From Shareholders

At the Annual General Meeting, shareholders can ask questions about or comment on the management of JMS and/or on the conduct of the audit and preparation and content of the auditor's report.

### 5.6 Chairman's Address

Any addresses from the Chairman and the Managing Director will be announced to the ASX prior to the commencement of the Annual General Meeting in accordance with the ASX Listing Rules. They will be available to shareholders in the same manner as other ASX Announcements (see paragraph 2.2). A copy of any address will also be made available on the JMS website (under "News").

# 5.7 Meeting Results

Results of all Annual General Meetings will be announced to the ASX at the conclusion of the General Meeting in accordance with the Listing Rules. They will be available to shareholders in the same manner as other ASX Announcements (see paragraph 2.2). Results will also be made available on the JMS website (under "News").

#### 6 **NEWSLETTERS**

## 6.2 Timing

JMS release Newsletters updating shareholders about the Company on an ad-hoc basis.

# 6.3 Availability

JMS' Newsletters are sent to all shareholders and will also be accessible under the "Publications" section of the JMS website (under "News").

### 7 QUARTERLY REPORTS

### 7.2 Timing

As required under Chapter 5 of the ASX Listing Rules, JMS must release a report concerning each quarter of its financial year no later than one month after the end of the quarter.

# 7.3 Availability

As JMS' Quarterly Reports are announced to the ASX pursuant to the Listing Rules, they will be available to shareholders in the same manner as other ASX Announcements (see paragraph 2.2). In addition, the results are accessible under the "Reports" section of the JMS website (under "News").

#### 8 HALF-YEAR & FULL-YEAR RESULTS

## 8.2 Timing

The financial results for the half-year ended 31 December are normally reported in February each year. The financial results for the full-year ended 30 June are normally reported in August each year.

# 8.3 Availability

As JMS' Half-Year and Full-Year Results are announced to the ASX pursuant to the Listing Rules, they will be available to shareholders in the same manner as other ASX Announcements (see paragraph 2.2). In addition, the results are accessible under the "Reports" section of the JMS website (under "News").

# 9 ANNUAL REPORT

# 9.2 Timing

The Annual Report contains key financial information about JMS, as well as important operating and corporate information.

Unless the Share Registry has been notified otherwise, shareholders will receive notification that the Annual Report is available on the JMS website within the timeframe set by the *Corporations Act*.

If the Share Registry has received specific notification, particular shareholders will be sent an Annual Report (at the address recorded on the JMS Share Register).

### 9.3 Availability

Shareholders can elect not to receive an Annual Report or elect to be notified by email when the Annual Report is available on the JMS website. For either of these to occur, a shareholder must complete an Annual Report Election Form, available from the JMS Share Registry.

The Annual Report for the current year and previous years is available under the "Reports" section of the JMS website (under "News").

#### 10 CORPORATE GOVERNANCE

In accordance with the ASX Principles, JMS has a "Corporate Governance" section on its website. The information available on the website includes, but is not limited to:

- Board Charter;
- Audit Committee Charter;
- Remuneration and Nominations Committee Charter;
- Code of Conduct and Ethics:
- · Continuous Disclosure Policy;

- JMS Personnel Share Trading Policy;
- this Shareholder Communications Policy; and
- other governance material (including the JMS Corporate Governance Statement).

# 11 MEDIA RELEASES

Access to JMS media releases is available under the "News" section of the JMS website. Media releases may be released to the market via the ASX in accordance with the Listing Rules.

# 12 BROKER REPORTS

Broker Reports are available under the "News" section of the JMS website.

### 13 INFORMATION TO BENEFICIAL OWNERS

Beneficial owners of JMS are encouraged to contact the JMS Share Registry to arrange the direct receipt of shareholder materials.