

## POLICY ON RELATIONS WITH SHAREHOLDERS AND INVESTORS

### Introduction

Ceylon Guardian Investment Trust PLC ('the Company') is a public company listed on the Colombo Stock Exchange ('CSE'). The Company is required to make disclosures in a timely manner and in an accurate, fair, complete and efficient way in compliance with relevant regulatory requirements/directions. This Policy sets out the standards and the requirements of the Company in relation to communicating with its Shareholders and Investors.

### Board approval / Review of the Policy

The Board of Directors are responsible for maintaining an ongoing dialogue with Shareholders and reviewing this Policy to ensure its effectiveness.

The Board approves all Shareholder communications prior to being dispatched.

### Shareholder Meetings

The Annual General Meeting and Extraordinary General Meetings of the Company are the primary forums for communication with Shareholders and for Shareholder participation. The Company encourages Shareholders to participate in General Meetings in person or by proxies, if the Shareholders are unable to attend. Shareholders could also appoint a member of the Board of Directors to act as their proxy, if they so choose.

As permitted by the Articles of Association, General Meetings of the Company can be held by means of audio, or audio visual communication method or platform specified by the Board by which all Shareholders participating and constituting a quorum, can simultaneously hear each other throughout the meeting. General Meetings conducted through virtual or hybrid means will comply with Guidelines issued by the CSE which are published on the CSE website.

Notices of General Meetings, Proxy Forms and accompanying Circulars are provided within the prescribed time period prior to General Meetings. The Annual Report of the Company is made available on the Colombo Stock Exchange website [www.cse.lk](http://www.cse.lk) and on the Carson Cumberbatch Group's website [www.carsoncumberbatch.com](http://www.carsoncumberbatch.com).

The Chairman of General Meetings will allow a reasonable time period for Shareholders to raise questions and comments. The Board of Directors and management will respond to queries and concerns raised by the Shareholders. The Board and key officials of the Company will be present physically or *via* the on-line platform for General Meetings.

The Independent External Auditor of the Company is invited to the General Meetings and is available to answer questions on the conduct of the audit and preparation of the content of the Auditors' Report.

As required by the Listing Rules of the CSE, the Company Secretaries notifies the CSE of all resolutions to be voted on at a General Meeting immediately upon dispatching of such notices to Shareholders. Further, immediately upon the conclusion of a General Meeting, the Company notifies the CSE whether resolutions were passed or not at such meetings via an Announcement.

### Queries raised by Shareholders

Shareholders may direct any major issues and concerns which they may have to the Company Secretaries of the Company who will forward same to the Board of Directors. The Board would deliberate such issues and concerns raised by Shareholders at a Meeting of the Board and appropriate action would be taken as necessary. Board would respond to any Shareholder query that in their discretion requires a response and as appropriate, whilst at all times adhering to the principles that no unpublished price sensitive information would be shared and no single shareholder or group of shareholders should obtain unfair advantage over the other shareholders or general public in receiving information about the affairs of the Company through such queries.

### Privacy of Shareholders

The Company recognizes the importance of Shareholders' privacy and therefore unless required by law, will not disclose Shareholders' information without their prior consent.

### Corporate website

The corporate website of Bukit Darah PLC and Carson Cumberbatch PLC groups can be found at [www.carsoncumberbatch.com](http://www.carsoncumberbatch.com). It is designed to provide shareholders and other investors with helpful information about different sectors including the annual reports, financial statements, announcements and corporate governance policies of the Company including this Policy.

### Company Contacts

Shareholders may direct their inquiries relating to their shareholding or any announcement made to the CSE relating to the Company through the Company Secretaries, Carsons Management Services (Private) Limited at the following address:

Contact details: Carsons Management Services (Private) Limited  
Secretaries to **Ceylon Guardian Investment Trust PLC**  
No. 61, Janadhipathi Mawatha, Colombo 01

Telephone : Direct - +94 011 2039270  
General - +94 011 2039200

E-mail: *carsons@carcumb.com*

Shareholders are requested to update their correspondence/permanent address with the Company Secretaries in the event the shares are held in scrip form. If the shares are held in accounts maintained with the Central Depository Systems (Pvt) Ltd [CDS], such Shareholders are informed to update their correspondence address with the CDS through their respective stockbrokers.

The implementation of this Policy is the responsibility of the Board of Directors and this Policy must be reviewed at least once in every two years. It may be amended at any time with the approval of the Board of Directors of the Company.

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