



(Company No. 217120- W)

(Incorporated in Malaysia under the Companies Act, 2016)

# **STAKEHOLDERS' COMMUNICATION POLICY**

(Reviewed and Approved By the Board in October 2019)

## **Introduction**

The Board of Directors of Evergreen Fibreboard Berhad ("the Board") recognizes the need of Stakeholder's Communication and therefore to the extent practicable, the Company will address the recommendations and commentary provided in the Malaysian Code on Corporate Governance ("MCCG") Intended Outcome 11.0 for a continuous communication between the company and stakeholders to facilitate mutual understanding of each other's objectives and expectations.

In line with MCCG Practice 11.1, the Board shall ensure that there is effective, transparent and regular communication with its stakeholders (Shareholders, Employees, Bankers & Suppliers etc.) to enable Stakeholders to make informed decisions with respect to the business of the company group.

### **1. Objective of Policy**

This Policy sets out the aims and practices of the Company in respect of communicating with its stakeholders (both current and prospective). The Board shall be accountable to their stakeholders for the operations and performance of the Group.

In meeting the Group's stakeholders' expectation of a timely and accurate dissemination of information and with greater transparency on disclosures as to enable them to form an informed view on the company, the Board shall amongst others, undertake the following:

- a. communicate with stakeholder in a timely and open manner;
- b. adopt good corporate governance practices;
- c. ensure that the company's performance is closely monitored and feedback is provided; and
- d. engage and interact with stakeholders when making decisions that are significant to the company's direction.

In compliance to Paragraph 9.01(4) of the Bursa Securities Listing Requirements, the Board shall ensure for a Continuous Disclosure that is credible and responsible market in which participants conduct themselves with the highest standards of due diligence and investors have access to timely and accurate information to facilitate the evaluation of securities.

#### ***Paragraph 9.21(2)(a) and (b) of the Bursa Securities Listing Requirements***

A listed issuer must publish the following information on its website:

- (a) all announcements made to the Exchange pursuant to these Requirements, as soon as practicable after the same are released on the Exchange's website; and
- (b) a summary of the key matters discussed at the annual general meeting, as soon as practicable after the conclusion of the annual general meeting.

#### ***Paragraph 9.21(4) of the Bursa Securities Listing Requirements***

A listed issuer should ensure that its website is current, informative and contains all information which may be relevant to the listed issuer's shareholders including analyst's briefings.

## **2. Methods of Communication**

The following are the methods of communication made available:

- a. Bursa Announcements;
- b. General Meetings;
- c. Annual reports;
- d. The Company's website (Feedback section); and
- e. Telephone/Facsimile/E-mail/Post.

## **3. Bursa Announcements**

The Company shall make announcements to Bursa Malaysia Securities Berhad ("Bursa Securities") in accordance with Bursa Securities Main Market Listing Requirements. All announcements made to Bursa Securities shall be made available to shareholders on the Company's website at <http://www.evergreengroup.com.my> after such information has been released to Bursa Securities.

## **4. General Meetings**

The Annual General Meeting and other general meetings of the Company are the primary forum for communication with shareholders and for shareholders participation.

### **4.1 Date, Time and Location of General Meetings**

The date, time and location of the Annual General Meeting and other general meeting will be set out in detail in the Notice of the Meeting which will be mailed to shareholders at least 28 (twenty- eight) clear days prior to the date of the meeting. The Notice will also be advertised in the National Edition of an English newspaper and posted on the Company's website.

### **4.2 Proxy Form**

A proxy form allowing shareholders to appoint a proxy to attend in the event the shareholder is unable to attend the meeting will accompany the Notice of Meeting distributed to all shareholders.

### **4.3 Questions from Shareholders to the Chairman, Directors and External Auditors**

- a. At Annual General Meeting and other general meetings, shareholders are encouraged to participate and ask questions about or comment on the management, the performance of the Company and/or the conduct of the audit and the External Auditors Report or the subject matter which is being tabled for shareholders considerations.
- b. At the commencement of all general meetings, the Chairman will inform shareholders present of their right to demand for a poll in accordance with the provisions of the Company's Articles of Association.
- c. The Chairman shall provide reasonable time for questions and answers to ensure that all subject matter tabled are thoroughly considered and debated.
- d. Shareholders may also send in their questions and comments in advance either through e-mail, facsimile or post to be raised and answered at the general meetings.

## **5. Annual Report**

- a. The Company's Annual Report to shareholders is the central means of communicating to shareholders the Company's activities, operations and performance over the past financial year.
- b. The Annual Report is distributed to shareholders annually and is sent together with the Notice of the Annual General Meeting at least 28 (twenty- eight) clear days prior to the date of the Annual General Meeting.
- c. The Annual Report shall also be made available on the Company's website after the said Report has been released to Bursa Securities.

## **6. The Company's Website**

The Company's website at <http://www.evergreengroup.com.my> contains information about the Company. All announcements and press releases made to Bursa Securities and other relevant corporate information that has been officially released to the market shall be available after such information has been released to Bursa Securities.

## **7. Telephone, Facsimile, E-mail Contact and Post**

Shareholders may contact or communicate with the Company as follows:

EVERGREEN FIBREBOARD BERHAD  
PLO 22, Parit Raja Industrial Area,  
Parit Raja, Batu Pahat, 86400 Batu Pahat, Johor.  
Tel No. : 607-4541933 & Fax No. : 607-4542933  
e-mail : [martin@efb.com.my](mailto:martin@efb.com.my)

Issues relating to the Company's securities should be addressed to the Company's Share Registrar as follows:

Boardroom Share Registrars Sdn. Bhd.  
11th Floor, Menara Symphony  
No. 5, Jalan Semangat (Jalan Professor Khoo Kay Kim)  
Seksyen 13, 46200 Petaling Jaya  
Selangor Darul Ehsan  
T : +603 7890 4700  
F : +603 7890 4670

***This Policy was first approved by the Board on 30 June 2018, reviewed on 19 February 2019 and reviewed and amended on October 2019.***