

### 1. **Purpose**

This document defines Genetic Technologies Limited's (the Company) Shareholders Communication Policy to ensure the timely provision of current and relevant information to its Shareholders.

### 2. **Scope**

This policy covers the communication of information deemed Company relevant to its shareholders.

### 3. **Responsibilities**

The Chief Executive Officer (CEO) and Company Secretary have the primary responsibility for communication with shareholders.

It is the responsibility of the CEO, Company Secretary and the Company's Board and its Directors, to have read and understood this policy.

### 4. **References**

The Company shall comply with all applicable laws in executing this policy, including:

- Corporations Act 2001
- ASX Corporate Governance Guidelines
- ASX Listing Rules
- NASDAQ Marketplace Rules
- Sarbanes-Oxley Act of 2002

### 5. **Definitions**

ADR: American Depositary Receipts

ASX: Australian Securities Exchange

CEO: Chief Executive Officer

GTG: Genetic Technologies Limited

NASDAQ: National Association of Securities Dealers Automated Quotation

Securities: Fully paid ordinary shares in the capital of GTG and associated American Depositary Receipts (ADRs), options and warrants

## 6. *Policy*

The Company's Shareholders Communication Policy covers the communication of all Company relevant information to its shareholders. The Company is committed to the promotion of investor confidence by ensuring that trading in the Company's securities takes place in an efficient, competitive and informed market.

Shareholder Information is communicated through:

- continuous disclosure to relevant stock markets of all material information;
- periodic disclosure through the annual report (or concise annual report), half-year financial report and quarterly reporting;
- notices of meetings and explanatory material;
- the annual general meeting;
- periodic newsletters or letters from the Chief Executive Officer; and
- the Company's web-site at [www.gtglabs.com](http://www.gtglabs.com)

### 6.1. **Investor relations program**

The Company will implement a range of investor relations strategies to facilitate effective two-way communication with investors, shareholders and analysts.

The Company also recognises the importance of engagement with a broad range of stakeholders beyond financial market participants, such as proxy advisers, governance advisers, government and industry groups.

Where significant comments or concerns are raised by investors or their representatives, they will be conveyed to the Company's board and relevant senior executives.

### 6.2. **Written Communication and Annual Report**

The annual report of the Company is the major written communication by the Company to shareholders each year. The Company's annual report is distributed to all shareholders electronically and a hard copy is delivered, free of charge, to any shareholder who requests it.

### 6.3. **General Meetings**

General meetings are used to communicate with shareholders and allow an opportunity for informed shareholder participation. The Company recognises the rights of shareholders and encourages the effective exercise of those rights through the following means:

- a) notices of meetings are distributed to shareholders in accordance with the provisions of the Corporations Act 2001;

- b) notices of meeting and other meeting material are drafted in concise and clear language;
- c) At the meeting shareholders can express their views to the Board and management and to vote on the Board's proposals.
- d) Shareholders are encouraged to attend and use their attendance at meetings to ask questions on any relevant matter, with time being specifically set aside for shareholder questions;
- e) notices of meetings encourage participation in voting on proposed resolutions by lodgment of proxies and asking questions ahead of the meeting, if shareholders are unable to attend the meeting;
- f) the Company will ensure that all substantive resolutions at a meeting of shareholders are decided by a poll rather than by a show of hands.
- g) where practicable, the Company will consider the use of technological solutions for encouraging shareholder participation at meetings (which may include, for example, live webcasting of meetings, holding meetings across multiple venues linked by live telecommunications and hybrid meetings);
- h) it is general practice for a presentation on the Company's activities to be made to shareholders at each annual general meeting; and
- i) it is both the Company's policy and the policy of the Company's auditor for the lead engagement partner to be present at the annual general meeting and to answer any questions regarding the conduct of the audit and the preparation and content of the auditors' report.

#### **6.4. Electronic Communication and Website**

The Company believes that communicating with shareholders by electronic means, particularly through its website, is an efficient way of distributing information in a timely and convenient manner. The Company's website contains information about the Company and its governance framework including shareholder communications, announcements made to the market and related information. Information about GTG is freely and readily available online on the Company website and is kept available for a reasonable period. The Company encourages shareholders to elect to receive communication by electronic means where permitted.

The Company's website will be updated with material released to the ASX and NASDAQ as soon as practicable after confirmation of release by the exchanges.

All website information will be continuously reviewed and updated to ensure that information is current, or appropriately dated and archived.

The Investor information section of the website will include information relating to the following (as recommended in the ASX Principles):

- (a) corporate governance including;
  - i. the names, photographs and brief biographical information for each of its directors and senior executives;
  - ii. its constitution, its board charter and the charters of each of its board committees;
  - iii. a statement of the entity's values; and
  - iv. the corporate governance policies and other corporate governance materials referred to in these recommendations.
- (b) communications;
- (c) corporate information;
- (d) the Company's share registry contact details;
- (e) copies of its annual directors' reports, financial statements and other corporate reports;
- (f) copies of its announcements to ASX;
- (g) copies of notices of meetings of security holders and any accompanying documents;
- (h) copies of any documents tabled or otherwise made available at meetings of security holders and, if it keeps them, a recording or transcript of the meetings; and
- (i) copies of any materials distributed at investor or analyst presentations and, if it keeps them, a recording or transcript of the presentations.

Other helpful investor information will also be made available on the Company website including:

- (a) an overview of the entity's current business;
- (b) a description of how the entity is structured;
- (c) a summary of the entity's history
- (d) a key events calendar showing the expected dates in the forthcoming year for:
  - i. results presentations and other significant events for investors and analysts;
  - ii. the AGM;
  - iii. books closing dates for determining entitlements to dividends or distributions; and
  - iv. ex-dividend and payment dates for dividends or distributions;

- (e) once they are known, the time, venue and other relevant details for results presentations and the AGM;
- (f) if the entity has different classes of securities on issue, a brief description of those different classes and the rights attaching to them;
- (g) historical information about the market prices of the entity's securities;
- (h) a description of the entity's dividend or distribution policy;
- (i) information about the entity's dividend or distribution history;
- (j) copies of media releases the entity makes;
- (k) contact details for enquiries from security holders, analysts or the media;
- (l) contact details for its securities registry; and
- (m) links to download key security holder forms, such as transfer and transmission forms, dividend or distribution reinvestment plan forms etc.

## **7. Review**

The Board will periodically review this Policy to ensure it is operating effectively. This Policy may be amended by resolution of the Board.

**Date of Last Review:** May 2021

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