

Revision No.	00
Effective Date	28-08-2019



KIA LIM BERHAD

Company No.: 199501013667 (342868-P)

**SHAREHOLDERS
COMMUNICATION
POLICY**

1. OBJECTIVE

The Board of Directors (“Board”) recognises the importance of an effective communication channel between the Board, shareholders and the general public. The Board also acknowledges the needs for shareholders to be informed in a timely manner the latest business and corporate developments and all material matters affecting the Company, to enable shareholders to make informed and orderly market decision.

The Company sets out in this Policy how it intends to keep shareholders and other stakeholders informed the material developments of the Company and maintain effective communications with them. In formulating this Policy, the Company has taken into account the recommendations contained in the Malaysian Code on Corporate Governance (“MCCG”) and its disclosure obligations contained in the Listing Requirements of Bursa Malaysia Securities Berhad (“Bursa Securities”), with which the Company is bound to comply.

2. COMMUNICATION CHANNELS

The followings are the communication channels with its shareholders:

a) Annual General Meetings

The Annual General Meetings (“AGM”) is the principal forums for communication between the Company and the shareholders. Members of the Board, key senior management of the Company and as well as the external auditors are present to answer questions raised at the meeting.

Shareholders are encouraged to participate in AGM or to appoint proxy(ies) to attend and vote at the AGM for and on their behalf if they are unable to attend the AGM. A proxy form accompany with the notice of the AGM will be distributed to all shareholders. The Chairman and the Board encourage active participation from the shareholders during the AGM.

The notice convening AGM specifying the date, time and the venue of the meeting will be circulated to the shareholders via mail at least twenty eighty (28) days prior to the meeting (MCCG Practice 12.1). The Company shall also advertise the said notice in at least one (1) nationally circulated Bahasa Malaysia or English daily newspaper and make an announcement to Bursa Securities.

The Chairman will allow reasonable time for questions and answers session in the AGM to ensure that all subject matters tabled are thoroughly considered and debated.

b) Bursa Announcements

Announcement of quarterly and annual results and various other disclosures to Bursa Securities will be made in accordance with the Main Market Listing Requirements (“MMLR”) of Bursa Securities and other applicable laws and regulations. The Company may communicate other information to the shareholders by way of Company announcement or circular.

All announcements made to Bursa Securities are available to shareholders on the Company’s website at www.kialim.com.my as soon as reasonably practical after such information is released to Bursa Securities.

c) Annual Report

The Company's Annual Report to shareholders is a central means of communicating to shareholders the Company's activities, operations and financial results over the past financial year.

The Annual Report is distributed to shareholders together with the Notice of the AGM and is published on the Bursa Securities within four (4) months from the close of the financial year of the Company. The Annual Report will also be available on the Company's website at www.kialim.com.my as soon as reasonably practical after the said Report has been released to Bursa Securities.

d) Company's Website

The Company is maintaining a website, www.kialim.com.my, where shareholders as well as the general public may access for the information of the Company. The Company's website is updated from time to time to provide timely and accurate information on the Company.

All announcements, annual reports, quarterly reports, annual financial statements, circulars are posted onto the Company's website as soon as practicable following their release to Bursa Securities. Media releases and presentations, if any, are also made available on the website to facilitate communication between the Company, shareholders and potential investors.

e) Press Conference / Media Release

Where necessary, the Company may arrange for press conference / media release in conjunction with the execution of significant agreements, development of the Company, general meetings, product launching or presentation after the approval from the Board. Presentation made during press conference / media release will be made available on the Company's website at www.kialim.com.my as soon as reasonably practical after such information is released to Bursa Securities.

f) Telephone / Facsimile / Email / Post

The Company welcomes inquiries, feedbacks, comments and suggestions from shareholders and other stakeholders. Specific personnel will be assigned to handle the communication between the Company, shareholders and the potential investors. The contact details are as follows:-

KIA LIM BERHAD

Mr. Loh Chee Kan (Chairman / Senior Independent Non-executive Director)

Datuk Ng Yeng Keng (Chief Executive Officer)

Mr. Ong Yu Hock (General Manager)

Wisma Ng Hoo Tee

No.79, Jalan Muar

83500 Parit Sulong

Batu Pahat, Johor

Tel No.: 607-4186230

Fax No.: 607-4188900

Email : ir-enquiries@kialim.com.my or sined@kialim.com.my

3. PRIVACY OF SHAREHOLDERS

The Company recognizes the importance of safeguarding shareholders' privacy. Unless otherwise stipulated under the law, no disclosure of any information of the shareholders shall be made without consent from the shareholders.

4. ACCESS TO THIS POLICY

This Policy will be available for viewing and kept at the Company's corporate office.

5. REVIEW OF POLICY

This Policy was adopted by the Board on 28 August 2019 and is subject to review by the Board as and when amendment is needed to ensure that it continues to remain relevant and appropriate.