

## Techtronic Industries

# TECHTRONIC INDUSTRIES CO. LTD.

# SHAREHOLDERS COMMUNICATION POLICY

TECHTRONIC INDUSTRIES CO. LTD.

The Stock Exchange of Hong Kong Limited Ordinary Shares (code: 669)

ADR Level 1 Programme (code: TTNDY)

## Techtronic Industries Co. Ltd. (the "Company") Shareholders Communication Policy

## **Objectives**

The Shareholders Communication Policy (the "Policy") has been designed to ensure that the Company's shareholders, both individual and institutional (collectively, "Shareholders"), as well as the investment community, are provided with timely and understandable information about the Company in order to enable Shareholders to exercise their rights in an informed manner, and to allow Shareholders and the investment community to engage actively with the Company.

For the purpose of this Policy, references to the investment community is intended to include the Company's potential investors as well as analysts reporting and analyzing the Company's performance.

## **General Policy**

The board of directors of the Company (the "Board") shall maintain an on-going dialogue with Shareholders and the investment community as a whole.

Information shall be communicated to Shareholders mainly through the Company's financial reports (interim and annual reports), annual general meetings and other general meetings that may be convened, as well as by making available all the disclosures submitted to The Stock Exchange of Hong Kong Limited ("SEHK") and its corporate communications and other corporate publications on the website of the Company (www.ttigroup.com).

The Board shall ensure effective and timely information to be communicated to the Shareholders. The Board shall review the Policy to ensure its effectiveness on a regular basis. Any questions regarding the Policy shall be directed to the Executive Directors or the Company Secretary.

## **Company Website**

- A dedicated investor relations section is available on the Company's website.
   Shareholders are provided with an easy access to the Company's corporate information via the Company's website which is updated on a timely and regular basis.
- Information released by the Company to SEHK, including financial statements, results announcements, circulars and notices of general meetings and associated explanatory documents etc, is posted on the Company's website immediately thereafter.
- All press releases issued by the Company will be made available on the Company's website.

## **Corporate Communication** \*

- Corporate information is provided to Shareholders to facilitate Shareholders' understanding of the Company's latest business development.
- In order to facilitate timely and effective communication with Shareholders, email alert registration service is available on the Company's website.

## **Shareholders' Meetings**

- Shareholders are encouraged to attend the general meetings, or to appoint
  proxies to attend and vote at meetings for and on their behalf if they are unable
  to attend the meetings.
- Shareholders are welcome to ask questions in general meetings. Board members, in particular, the chairmen of the Board committees or their delegates and external auditors will attend annual general meetings to answer Shareholders' questions.
- The process of the Company's general meeting is monitored and reviewed on a regular basis, and, if necessary, changes are made to ensure the Shareholders' needs are best served.

## **Shareholder's enquiries**

- Shareholders should direct their enquires about their shareholdings to the Company's Registrar.
- Shareholders, as well as the investment community, may at any time direct their requests on Company's information to the extent such information is publicly available.
- Shareholders and the investment community shall be provided with designated contacts and email addresses in order to enable them to make any query in respect of the Company.

## **Investment Market Communications**

- In order to enhance communication between the Company, Shareholders and the investment community, investor/analysts briefings and one-on-one meetings, roadshows, media interviews etc will be available on a regular basis.
- The Company establishes the Policy on Market Disclosure, Investor and Media Relations (the "IR Policy"). The Company's directors and employees who have contacts or dialogues with investors, analysts, media or other interested outside parties are required to comply with the disclosure obligations and requirements under the IR Policy.

#### **Shareholder Privacy**

• The Company will not disclose Shareholders' information without their consent, unless by law to do so.

#### *Reviewed and adopted by the Board on 22 March 2012.*

\* Corporate Communication refers to any document issued or to be issued by the Company for the information or action of holders of any of its securities, including, but not limited to, the directors' report and annual accounts together with a copy of the auditors' report, the interim report, a notice of meeting, a circular and a proxy form.