Shareholder Communication Policy

Introduction

1. Ampol Limited (ASX:ALD) supports governance practices that are designed to give a clear and factual picture of our business performance and promote engagement with our shareholders.
2. This policy sets out Ampol's approach to engaging with our shareholders and encourages participation at general meetings.
3. This policy should be read together with Ampol's Continuous Disclosure Policy which sets out how Ampol complies with the continuous disclosure obligations under the ASX Listing Rules and the *Corporations Act 2001* (Cth) (Corporations Act).

Communication Principles

4. Through clear and timely communication, Ampol provides investors with access to factual information to enable them to make informed assessments of Ampol's performance.
5. Ampol uses clear and concise language in communicating with shareholders but recognises the nature of our complex operations will mean industry terminology is required from time to time in order to more accurately communicate company performance.
6. Ampol provides investors with equal and timely access to market sensitive information, and adopts practices, as outlined in the Ampol Continuous Disclosure Policy, to prevent selective disclosure of market sensitive information.
7. Ampol encourages the use of electronic communication with investors including via the following channels:
   - Ampol website (www.ampol.com.au);
   - email ampol.limited@cm.mpms.mufg.com; and
   - webcast and conference calls, as scheduled by Ampol.

Communications with Ampol shareholders

ASX announcements

8. Ampol makes announcements to the ASX in accordance with the ASX Listing Rules.
9. All announcements to the ASX are made available to investors on the Ampol website as soon as practical following confirmation of release of the announcement by the ASX.

Financial results & results briefings

10. Ampol reports financial results twice a year, in accordance with the Corporations Act and the ASX Listing Rules. Financial results for the first half (for the six months ending 30 June) are reported in August, while the full year results (for the 12 months ending 31 December) are reported in February. These dates and relevant links are provided on the Ampol website.
11. On these occasions, Ampol releases to the ASX:
    - the relevant financial report for the period;
    - a media release;
    - an investor and analyst presentation; and
    - any other documents required by the ASX Listing Rules.

    This material can be viewed on the ASX website at the time of release and is also available on the Ampol website.

12. On the day of results, investor and analyst briefings are delivered by the Chief Executive Officer & Managing Director (MD&CEO) and Chief Financial Officer and include a formal presentation followed by a question and answer session. Participants are invited to attend in person (when available), online or by webcast.
13. An archive copy of the most recent webcast of the Investor and Analyst Presentation is available to shareholders on the Ampol website.
14. An investor roadshow will take place in the days following results, including one-on-one and group meetings with key investors and analysts. Discussions in these meetings are restricted to information previously disclosed to the ASX.

Investor and analyst briefings

15. From time to time, Ampol may hold investor and analyst briefings to discuss various aspects of the company's operations. In line with the ASX Listing Rules and the Ampol Continuous Disclosure Policy, no information will be provided in these briefings that has not previously been released to the ASX or is otherwise publicly available. For internal use, a summary record of the issues discussed at group or one-on-one briefings with investors and analysts is maintained. The record generally also includes details of those present, and the time and place of the meeting.
16. To prevent inadvertent disclosure of market sensitive information, during the periods between the end of Ampol's financial reporting periods and the results announcements, Ampol's directors and officers may not discuss any financial information, broker estimates or forecasts with investors, analysts or the media unless that information has previously been disclosed to the ASX.

Ampol Annual General Meeting

17. The Ampol Annual General Meeting (AGM) is held before the end of May each year and Ampol's intent is to encourage participation of shareholders.
18. The time, date and details of the AGM are available to shareholders in the notice of meeting which is lodged with the ASX, and made available on the Ampol website.
19. The notice of meeting is drafted to clearly state and explain the nature of the business of the meeting with consideration to guidelines issued by bodies including ASX's Advisory Group on Corporate Governance. The notice of meeting gives clear guidance on Board recommendations on resolutions.
20. Shareholders are encouraged to participate and vote at the AGM or, if they are unable to attend, they are encouraged to vote by proxy on any resolutions to be decided at the meeting.
21. At the AGM, shareholders have the opportunity to ask questions about Ampol's operations and performance.
22. In accordance with the Corporations Act, shareholders may also submit questions to Ampol's external auditor in relation to the conduct of their audit of Ampol's annual financial report, the preparation and content of the auditor's report, accounting policies adopted by the company in relation to the financial statements and the auditor's independence in relation to the conduct of the audit.
23. The Chairman's address and the Chief Executive Officer's address to the AGM are released to the ASX prior to commencement of the AGM and are made available to shareholders on the Ampol website as soon as practical following confirmation of release from the ASX.
24. Following the AGM, the results of voting on resolutions put to the meeting are released to the ASX and are also made available on the Ampol website.

Ampol Annual Report

25. The Ampol Annual Report is lodged with the ASX and made available to shareholders. The timing of the publication of the Annual Report is in accordance with the timeframes set by the Corporations Act. All previous years' reports for the past 7 years are available on the Ampol website or by contacting the Share Registry provider.
26. Ampol encourages shareholders to elect to receive all shareholder communications electronically or refer to the Ampol website. Shareholders are also encouraged to send communications to the Share Registry provider electronically.
27. Shareholders can elect to receive shareholder communications in hard copy by contacting the Share Registry provider.
28. Ampol may also issue a Half Year Report or a Chairman's Letter summarising the results for the half year (ending 30 June) which is lodged with the ASX, and made available to shareholders.

One-on-one meetings

29. Ampol's policy for one-on-one meetings with investors and analysts is detailed in the Ampol Continuous Disclosure Policy.

Conference calls

30. The content of any call with investors is restricted to information that has been previously released to the ASX. Further details can be found in Ampol's Continuous Disclosure Policy.

Commenting on analyst reports and forecasts

31. Ampol will only comment on information contained in an analyst's report to the extent that the information:
    - has been previously disclosed by Ampol to the ASX or is otherwise in the public domain; and
    - the analyst's report contains factual inaccuracies relating to that information.
32. Ampol will not endorse, or be seen to endorse, analyst reports or the information contained in the reports. This means that Ampol will not:
    - externally distribute an individual analyst's projections or reports;
    - refer to an individual analyst's recommendations on our website unless also referring to all other recommendations from analysts who formally report on Ampol; or
    - comment on an individual analyst's recommendations or proprietary research, unless it contains factual inaccuracies.
33. A copy of Ampol's financial calendar is available to shareholders on the Ampol website. The financial calendar lists the dates of the AGM, proposed dividend record and payment dates and full year and half year results announcements.

Dividends

34. Statements for any declared dividend will be made available to shareholders on or around the date the dividend is paid.
35. Shareholders can obtain historical information regarding dividend payments on the Ampol website. This information includes the amount of the dividend paid and the record date.
36. Shareholders seeking specific information regarding dividend payments, or method of payment, should contact the Share Registry provider.

Chat rooms, blogs or other communication channels

37. Ampol does not participate in any informal communication in relation to its performance.

ASX and Media Releases

38. ASX and media releases for the current year, and recent years (at least 3 years), are available on the Ampol website. Those that contain information deemed market sensitive will be released to the ASX, in line with the ASX Listing Rules.

Shareholder / Investor enquiries

39. Shareholders with queries relating to their holding of Ampol securities should contact the Share Registry provider.
40. Ampol's Share Registry is administered by MUFG Corporate Markets (AU) Limited. Contact details are available on the Ampol website.
41. Shareholder or investor questions of a more specific nature should be directed to Ampol's Investor Relations team. Contact details are available on the Ampol website.

Review of Policy

42. The Ampol Board will review this policy within six months of the second anniversary of its last review.

Publication

43. This policy will be made available on the Ampol website (www.ampol.com.au).

Document change history

Version number	Conducted by	Approved by	Date	Description of changes
1		Board	06/12/2018	
2	Secretariat	Board	14/05/2020	Update references from Caltex to Ampol
3	Secretariat	Board	24/03/2021	Minor amendments
4	Secretariat	Board	12/05/2022	Updated with respect to NZX listing and Z integration.
5	Secretariat	Board	7/10/2024	Updated with respect to NZX delisting of Ampol Limited and Z Energy Limited.
6	Secretariat	Board	27/10/2026	Minor tidy-ups including the change in job title and change in name of share registrar