

## 1.0 Purpose:

This policy applies to Car & General (Kenya) PLC. C&G recognizes the value of providing up-to-date relevant information to its shareholders and of empowering them through effective communication in a timely and readily accessible manner thus ensuring effective participation of shareholders and other stakeholders.

## 2.0 Scope:

The policy outlines the processes followed by C&G to ensure that communication with shareholders and the investor community is effective and consistent and that reasonable access to senior management and the directors will be provided to shareholders and investor community to seek information on C&G.

## 3.0 Communications Channels:

C&G has established different channels of communications to ensure that all interested parties have equal access to corporate information in the public domain. Corporate communications which contain regulatory disclosures and notices of the Company, including but not limited to financial reports, corporate announcements and circulars will be distributed in accordance to the legal and regulatory requirement applicable to the Company.

### 3.1 :Website

Corporate communications and other general information concerning C&G such as press releases, presentation materials and operating performance will be posted on the corporate website ([www.cargen.com](http://www.cargen.com)) and/or distributed to the media as soon as practicable. The website is the key day-to-day information resource for shareholders and the investment community.

### 3.2 Annual General Meetings (AGM)

C&G's intent is to encourage participation of shareholders at the AGM and other shareholder meetings conducted by C&G. Shareholders are encouraged to participate in these meetings or appoint proxies to attend and , on poll, vote for on their behalf if they are unable to attend. The Chairman will allow reasonable time for Shareholders to raise questions and comments.

C&G will ensure that its external auditors attend the AGM and will be available to answer questions about the conduct and the audit and the preparation of the Auditor's Report. In addition to the lodgement of the Notice of the AGM and mailing to Shareholders, C&G will put the same on its website.

### 3.3 Financial Results

The financial results for the half year ended 31 March and those for full year ended 31 September are reported in accordance with the regulatory requirements.

### 3.4 Annual Report

The annual report contains key financial information about C&G as well as important operating and corporate information. The Annual Report will be send to the Shareholders and available on the C&G website prior to the AGM and within the

#### Our Vision

Make customers smile in every street, every town

#### Our Mission

To achieve leadership position in all our primary markets - power generation, automotive and engine-related products in East Africa.

# SHAREHOLDER COMMUNICATION POLICY 2020

March 1, 2020

timeframe set the Company's Act. Current and previous Annual reports are available on the C&G website,

## 3.5 Access to Management

Shareholders and investment community will have reasonable access to specific authorised senior management and directors of C&G to ask direct questions and seek additional information on the business.

They must, however, ensure they observe the requirements of the Company's provisions and other relevant disclosure regulations. Discussion should focus on publicly available information regarding the business and should not be in any way contain comments which could be considered investment advice.

Requests for additional information may be through the website, or by mail or phone to the Company's registered office.

Contact details for these communication access points are as follows:

Website: [www.cargen.com](http://www.cargen.com)

Registered office: New Cargen House, Dunga/Lusaka Road, Industrial Area, Nairobi

Telephone: +254-20-6943000/6943100

e-mail: [info@cargen.com](mailto:info@cargen.com)

## 3.6 Shareholder Privacy

C&G recognizes the importance of Shareholder's privacy and will not disclose Shareholders information without their consent, unless required by law to do so.

Finally, our efforts to pursue positive relationships with our Shareholders and investor community is paramount to the overall success of C&G.

Vijay Gidooma

Chief Executive Officer  
Car & General (Kenya) PLC  
March 1, 2020