
Shareholder Communication Policy

Orthocell Limited (ABN 57 118 897 135)

Adopted by the Board on 14 August 2024

1 Purpose

- (a) Orthocell Limited (**Orthocell**) recognises that shareholders and other stakeholders are entitled to be informed in a timely and readily accessible manner of all major developments affecting Orthocell.
- (b) The purpose of this shareholder communications policy is to promote effective communication with shareholders and other stakeholders and to encourage and facilitate participation at Orthocell's general meetings and dealing promptly with the enquiries of shareholders and other stakeholders.

2 Methods of communication

Information is provided to shareholders and other stakeholders through, but is not limited to:

- (a) releases to the Australian Securities Exchange (**ASX**) in accordance with continuous disclosure obligations;
- (b) the Invest section of Orthocell's website;
- (c) Orthocell's annual, half-yearly and quarterly reports; and
- (d) the annual general meeting (**AGM**).

Orthocell encourages shareholders to receive company information electronically by registering their email address online with Orthocell's share registry.

3 ASX releases

- (a) Orthocell will make announcements to the ASX in a timely manner in accordance with the ASX Listing Rules (see also Orthocell's Continuous Disclosure Policy).
- (b) All announcements made to the ASX are available to shareholders
 - (i) under the Invest section of Orthocell's website; or
 - (ii) under the company announcements section of the ASX website.

4 Orthocell's website

- (a) The Invest section of Orthocell's website is the primary medium of providing information to all shareholders and stakeholders. It has been designed to enable information to be accessed in a clear and readily accessible manner.
- (b) The team section of Orthocell's website will provide details of the Board of Orthocell (**Board**) and senior management team and the Invest section will provide copies of Orthocell's board committee charters and company policies.
- (c) The Invest section of Orthocell's website will also contain information relevant to shareholders and stakeholders including statements lodged with the ASX by

Orthocell (including all financial results and annual reports), press releases and other material relevant to Orthocell shareholders.

5 Annual general meeting

- (a) The AGM provides an important opportunity for Orthocell to provide information to its shareholders and a reasonable opportunity for informed shareholder participation. At the AGM, shareholders can express their views to the Board and management and to vote on the Board's proposals. All shareholders are encouraged to attend and participate at the AGM.
 - (b) The date, time and location of the AGM will be provided in the notice of meeting, in the annual report and on Orthocell's website.
 - (c) Where practicable, Orthocell 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).
 - (d) The notice of meeting and proxy form will be distributed to all shareholders prior to the AGM in the timeframe set by the Corporations Act and will be available on Orthocell's website.
 - (e) Orthocell's auditor attends its AGM and is available to answer any questions regarding the conduct of and any issues arising from the audit or the preparation and content of the auditor's report.
 - (f) All resolutions at shareholder meetings will be decided by a poll rather than a show of hands.
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6 General

- (a) **Annual report:** Unless the share registry has been notified otherwise, the annual report will be emailed to all shareholders (to the email address recorded on Orthocell's share register) prior to the AGM within the timeframe set by the Corporations Act.
- (b) **Quarterly, half-year and full-year results:** The quarterly, half-year and full-year results will be announced to the ASX pursuant to the ASX Listing Rules and are available to shareholders in the same manner as other ASX announcements. Following the release of Orthocell's quarterly, half-year and full-year results, Orthocell may conduct investor and analyst briefings at which the media, institutional investors, and stockbroking analysts will be briefed and given an opportunity to ask questions of Orthocell's senior management.
- (c) **Dividends:** Australian resident shareholders are encouraged to provide Orthocell's share registry with Australian bank account details to enable Orthocell to pay dividends (where the Company is in a position to do so) by electronic funds transfer, rather than by cheque.
- (d) **Share registry:** Shareholders with any questions related to their shareholding should contact Orthocell's share registry at:

Address

Automic Registry Services

Level 2, 267 St Georges Terrace, Perth WA
6000

Telephone number

1300 288 664

- (e) **Shareholder enquiries:** Orthocell is committed to dealing with shareholder enquiries promptly and courteously and takes measures to ensure that its registry, Automic, also does so.
- (f) **Shareholder privacy:** Orthocell recognises that privacy is important and will not disclose registered shareholder details unless required by law. Shareholder details will only be used in accordance with applicable privacy laws.
- (g) **Shareholders' meetings:** Orthocell will ensure that all resolutions at a meeting of shareholders are decided by a poll rather than by a show of hands.