

## **Communication Policy General Statement**

The purpose of this policy is to outline the requirements for a clear, transparent, and ongoing communication with all employees and stakeholders of Esken ('the Company'). Please note this is a policy and is not a contractual obligation.

This Communication Policy Statement summarises Esken's commitment which shall be to:

- Help all employees to understand Esken's strategy, and their contribution to it.
- Ensure that all communication is easy to understand.
- Support an open and honest reporting culture.
- Promote high quality and effective communication across all levels of the Company.
- Promote regular feedback so that good communication is always achieved via two-way means.
- Demonstrate that everyone within the organisation is accountable for effective communication.
- Ensure that employees and stakeholders understand what information requires formal communication and by whom, and what can be communicated informally.
- Provide an environment where every employee's contribution to the business is valued.

Signed: Warwick Brady, Chief Executive Officer

Date: January 2021

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