
SANASA GENERAL INSURANCE COMPANY LIMITED

POLICY ON CORPORATE DISCLOSURES

1. OVERVIEW

The Board of Directors of the Company have adopted this Policy in conformity with the Listing Rules to set forth requirements that enable public shareholders and any other external stakeholders to be fully informed of all material information pertaining to the Company and have access to the latest information available to extent relevant, utilizing electronic communication where practicable, in a timely manner.

2. DEFINITIONS

The following words and expressions shall have the respective meanings given against each such word unless such meanings are inconsistent with or repugnant to the subject or context:

“**Articles**” the articles of association of the Company;

“**Board**” means the board of Directors of the Company;

“**CEO**” means an employee of the Company performing the functions of the chief executive officer of the Company and called by whichever name;

“**Company**” means Sanasa General Insurance Company Limited;

“**Companies Act**” means the Companies Act No. 07 of 2007 as amended from time to time;

“**Directors**” means the directors presently serving on the Board of the Company, and includes alternate directors appointed in accordance with the Articles;

“**Listing Rules**” means the Listing Rules of the Colombo Stock Exchange;

“**Policy**” means this policy on corporate disclosures;

3. PURPOSE

The purpose of this Policy is to establish consistent disclosure practices aimed at ensuring informative and timely disclosure of the Company’s material information to the public.

This Policy shall be disclosed on the Company's website in terms of Rule 9.2.1 of the Listing Rules.

4. SCOPE

This Policy applies to the Company and covers all Directors, senior management and other employees, to the extent applicable.

5. DISCLOSURE OF MATERIAL INFORMATION

5.1 The Company will ensure timely and accurate disclosure of material information in compliance with the applicable laws and regulations including the Companies Act, Regulation of Insurance Industry Act No. 43 of 2000 and the Listing Rules (or any amendments made thereto)

5.2 In complying with section 5.1 above, the Company must ensure that:

- (a) All disclosed information are factual, complete and not misleading.
- (b) Information is disclosed promptly to ensure timely dissemination.
- (c) Disclosures are consistent with previous communication and other available information, to the extent applicable.

5.3 The CEO will be responsible to ensure the timely and accurate disclosure of material information. All disclosures will be reviewed and approved by the Audit Committee to ensure accuracy, consistency and compliance.

5.4 All Directors and employees are required to maintain confidentiality of material information until they are disclosed to the public in accordance with this Policy. There will not be any selective disclosure of material price sensitive information to any person whomsoever.

5.5 Shareholders and investors may at any time direct their general inquiries in relation to the Company and its activities in accordance with the Company's Policy on Relations with Shareholders and Investors.

6. CORPORATE COMMUNICATIONS

- 6.1 Corporate disclosures/communications law, including notices of general meetings and the Company's annual reports will be sent to shareholders by registered post, courier and/or electronic mail as opted by the shareholder and will be shared on the Company's website [<https://www.sgic.lk/>].
- 6.2 The Company will not comment on rumours or speculation. If required to do so due to a significant volatility in the price of the Company's share, the Board will consider the matter and make a recommendation to the CEO as to the nature and context of any response.
- 6.3 Unless authorized by the Board, only the Chairperson of the Board and the CEO are authorized to make public statements, initiate contact or respond to analysts or the media on behalf of the Company. Any other Director/employee who are approached by analysts, media or any other member of the public, to comment on the business/affairs of the Company, must refer such inquiries to the CEO and immediately notify the CEO that the approach was made.

7. REVIEW AND MONITORING

- 7.1 The Audit Committee of the Company will from time to time review this Policy, monitor its implementation to ensure continued effectiveness and compliance with regulatory requirements and good corporate governance practice and shall make recommendations on any proposed revisions as may be required to the Board for its review and final approval.
- 7.2 Upon the Board's approval, the said revision or amendment shall be deemed to be effective and form part of this Policy.
- 7.3 This Policy is to be read in conjunction with the Articles and other relevant Company policies, including:
- (i) Policy on Corporate Governance, Nominations and Re-election;
 - (ii) Policy on Internal Code of Business Conduct and Ethics for all Directors and Employees (including policies on trading in the Company's listed securities);
 - (iii) Policy on Control and Management of Company Assets and Shareholder Investments; and
 - (iv) Policy on Relations with Shareholders and Investors.

Date of Approval: 24th September 2024