



GMR COMMUNICATIONS WITH SHAREHOLDERS

Brief Description

Requirements for efficient and effective communication with shareholders

1. Methods of communication

- > Cardno communicates with shareholders via:
 - releases to the market via the Australian Securities Exchange (ASX)
 - post and electronic mail
 - Cardno's website
 - Annual General Meetings
 - media

2. Releases to the market

- > Cardno makes announcements to the ASX in accordance with the ASX Listing Rules. ASX makes such announcements available on the ASX website (www.asx.com.au). In addition, all information disclosed to the ASX is made available under the Investor Centre section on Cardno's website.
- > Investor/Analyst briefings may occur whenever the Board deems appropriate. Any presentation material will be released to ASX before such briefings take place.

3. Post and Electronic Mail

- > Shareholders may request to receive Cardno information, including the Annual Report, Financial Report and notices relating to the Annual General Meeting, by post or email. It is the shareholder's responsibility to notify Cardno's share registry of changes to the shareholder's contact details and, in the case of email, maintain a current email account.

4. Website

- > The Investor Centre section of Cardno's website (www.cardno.com.au) contains the following information:
 - ASX Announcements and Media Releases
 - Shareholder Information (including ASX presentations, AGM notices and explanatory material, Calendar and Corporate Directory)
 - Financial Information (including Annual Review and Financial Reports)
 - Corporate Profile (including information on Directors, Fast Facts and Company History); and
 - Corporate Governance (including the Corporate Governance Policy, Code of Conduct and other relevant policies and committee information)

5. Annual General Meetings

- > Shareholders are encouraged to attend Cardno's Annual General Meeting and ask questions about, or comment upon, the management of the company.
- > Shareholders who are unable to attend the Annual General Meeting are encouraged to exercise their right to ask questions about, or make comments on the management of the Company by emailing questions to the company Secretary prior to the meeting.
- > The external auditor attends the Annual General Meeting and is available to answer shareholder questions about the conduct of the audit and the preparation and content of the Auditor's Report.
- > A copy of the Notice of Annual General Meeting (including any explanatory information) is made available under the Investor Centre section of Cardno's website and is distributed to shareholders in advance of the meeting, in compliance with all relevant requirements under the *Corporations Act 2001* (Cth) and the ASX Listing Rules.

6. Media

- > If Cardno makes a financial or major projects announcement to the media, a copy of the media release is made available under the Investor Centre section of Cardno's website

7. Contacts

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