Effective Date: 21 July 2021



# EQTL DISCLOSURE COMMITTEE CHARTER

Equity trustees Limited (ACN 004 031 298)

The board of Equity Trustees Limited (ACN 004 031 298, AFSL 240975) ("the Company" or "Responsible Entity" or "EQTL") utilises the EQTL Disclosure Committee ("the Committee") to assist it in meeting the continuous disclosure obligations in accordance with the relevant securities exchanges' ("the Exchange(s)") rules and Corporations Act 2001 for the listed and quoted funds (collectively "the LQF", including the listed investment trusts ["LIT"]) for which the Company acts as Responsible Entity .

#### **AUTHORITY AND DELEGATION**

- 1. The Committee is subject to the overall authority of the Company's board ("the Board").
- 2. The Board remains responsible and accountable for the decisions of the Committee.
- 3. The Committee may only be dissolved by resolution of the Board.

# **ROLE OF THE COMMITTEE**

- 4. Where a decision of the Board is not able to be made in a timely manner, the Committee will review and consider whether information concerning the LQF and Responsible Entity is required to be disclosed in accordance with the EQTL Continuous Disclosure Policy, and will make that disclosure to the Exchange(s).
- 5. The Committee is authorised to submit to the Exchange(s) a request for a trading halt and to give to the Exchange(s) information which the Exchange(s) considers will correct or prevent a false market.
- 6. The Committee will liaise, where possible and relevant, with the LQF's investment manager in making a determination as to whether information is market sensitive, and whether it is necessary to call a trading halt.

### **DELEGATION OF AUTHORITY**

7. To assist the Board and the Committee in executing their responsibilities, they may refer to the Listed Investment Trusts Continuous Disclosure Delegations of Authority, which sets out other approving bodies for certain administrative, factual, legal and subjective LIT disclosure decisions.

#### **COMPOSITION**

- 8. The Committee comprises all directors of the Board and a company secretary of the Responsible Entity. The Chair will be a director of the Board.
- 9. The Responsible Entity's senior client manager of the LQF, which is the subject of the meeting, may be invited to attend meetings of the Committee.
- 10. Member appointment is at the discretion of the Board.



# **OPERATION**

- 11. A quorum for a meeting is two, being a company secretary and a director, or two directors of the Board.
- 12. Committee meetings take place as needed. Members will make themselves available if a meeting is called at short notice.
- 13. Minutes of all meetings of the Committee are to be kept and provided to each subsequent meeting of the Board.

# **CONFLICTS OF INTEREST**

14. At each meeting, Members are required to disclose any matters that may give rise to a potential or actual conflict of interest or duty in relation to the business being considered by the Committee and any other conflict of interest or duty as required by the Group's *Conflicts Management Framework and Policy*.

# **REVIEW OF CHARTER**

15. This charter will be reviewed by the Board at least every three years.