# Appendix 4G

# Key to Disclosures Corporate Governance Council Principles and Recommendations

Name of entity:	
E2 Metals Limited	
ABN / ARBN:	Financial year ended:
34 116 865 546	30 June 2019

Our corporate governance statement<sup>2</sup> for the above period above can be found at:<sup>3</sup>

These pages of our annual report:

 $\boxtimes$  This URL on our website:

http://e2metals.com.au/corporate-governance/

The Corporate Governance Statement is accurate and up to date as at 25 September 2019 and has been approved by the Board.

The annexure includes a key to where our corporate governance disclosures can be located.

Date: 25 September 2019

Melanie Leydin – Company Secretary authorising lodgement:

<sup>&</sup>lt;sup>1</sup> Under Listing Rule 4.7.3, an entity must lodge with ASX a completed Appendix 4G at the same time as it lodges its annual report with ASX.

Listing Rule 4.10.3 requires an entity that is included in the official list as an ASX Listing to include in its annual report either a corporate governance statement that meets the requirements of that rule or the URL of the page on its website where such a statement is located. The corporate governance statement must disclose the extent to which the entity has followed the recommendations set by the ASX Corporate Governance Council during the reporting period. If the entity has not followed a recommendation for any part of the reporting period, its corporate governance statement must separately identify that recommendation and the period during which it was not followed and state its reasons for not following the recommendation and what (if any) alternative governance practices it adopted in lieu of the recommendation during that period.

Under Listing Rule 4.7.4, if an entity chooses to include its corporate governance statement on its website rather than in its annual report, it must lodge a copy of the corporate governance statement with ASX at the same time as it lodges its annual report with ASX. The corporate governance statement must be current as at the effective date specified in that statement for the purposes of rule 4.10.3.

<sup>&</sup>lt;sup>2</sup> "Corporate governance statement" is defined in Listing Rule 19.12 to mean the statement referred to in Listing Rule 4.10.3 which discloses the extent to which an entity has followed the recommendations set by the ASX Corporate Governance Council during a particular reporting period.

<sup>&</sup>lt;sup>3</sup> Mark whichever option is correct and then complete the page number(s) of the annual report, or the URL of the web page, where the entity's corporate governance statement can be found. You can, if you wish, delete the option which is not applicable.

Throughout this form, where you are given two or more options to select, you can, if you wish, delete any option which is not applicable and just retain the option that is applicable. If you select an option that includes "<u>OR</u>" at the end of the selection and you delete the other options, you can also, if you wish, delete the "<u>OR</u>" at the end of the selection.

# ANNEXURE – KEY TO CORPORATE GOVERNANCE DISCLOSURES

Corpo	rate Governance Council recommendation	We have followed the recommendation in full for the whole of the period above. We have disclosed	We have NOT followed the recommendation in full for the whole of the period above. We have disclosed $\dots^4$
PRINC	CIPLE 1 - LAY SOLID FOUNDATIONS FOR MANAGEMENT AND OVE	ERSIGHT	
1.1	<ul> <li>A listed entity should disclose:</li> <li>(a) the respective roles and responsibilities of its board and management; and</li> <li>(b) those matters expressly reserved to the board and those delegated to management.</li> </ul>	<ul> <li> the fact that we follow this recommendation:</li> <li>in our Corporate Governance Statement <u>OR</u></li> <li>at this location:</li> <li> and information about the respective roles and responsibilities of our board and management (including those matters expressly reserved to the board and those delegated to management):</li> <li>at this location: http://e2metals.com.au/corporate-governance/</li> </ul>	<ul> <li>an explanation why that is so in our Corporate Governance Statement <u>OR</u></li> <li>we are an externally managed entity and this recommendation is therefore not applicable</li> </ul>
1.2	<ul> <li>A listed entity should:</li> <li>(a) undertake appropriate checks before appointing a person, or putting forward to security holders a candidate for election, as a director; and</li> <li>(b) provide security holders with all material information in its possession relevant to a decision on whether or not to elect or re-elect a director.</li> </ul>	the fact that we follow this recommendation:     in our Corporate Governance Statement <u>OR</u> at this location:	<ul> <li>an explanation why that is so in our Corporate Governance Statement <u>OR</u></li> <li>we are an externally managed entity and this recommendation is therefore not applicable</li> </ul>
1.3	A listed entity should have a written agreement with each director and senior executive setting out the terms of their appointment.	<ul> <li> the fact that we follow this recommendation:</li> <li>in our Corporate Governance Statement <u>OR</u></li> <li>□ at this location:</li> </ul>	<ul> <li>an explanation why that is so in our Corporate Governance Statement <u>OR</u></li> <li>we are an externally managed entity and this recommendation is therefore not applicable</li> </ul>
1.4	The company secretary of a listed entity should be accountable directly to the board, through the chair, on all matters to do with the proper functioning of the board.	<ul> <li> the fact that we follow this recommendation:</li> <li>in our Corporate Governance Statement <u>OR</u></li> <li>At this location: http://e2metals.com.au/corporate-governance/</li> </ul>	<ul> <li>an explanation why that is so in our Corporate Governance Statement <u>OR</u></li> <li>we are an externally managed entity and this recommendation is therefore not applicable</li> </ul>

<sup>&</sup>lt;sup>4</sup> If you have followed all of the Council's recommendations in full for the whole of the period above, you can, if you wish, delete this column from the form and re-format it.

Corpo		We have followed the recommendation in full for the whole of the period above. We have disclosed	We have NOT followed the recommendation in full for the whole of the period above. We have disclosed $\dots^4$
1.5	<ul> <li>(a) Intro a diversity pointy which instantiates requirements for a relevant committee of the board to set measurable objectives for achieving gender diversity and to assess annually both the objectives and the entity's progress in achieving them;</li> <li>(b) disclose that policy or a summary of it; and</li> <li>(c) disclose as at the end of each reporting period the measurable objectives for achieving gender diversity set by the board or a relevant committee of the board in accordance with the entity's diversity policy and its progress towards</li> </ul>	the fact that we have a diversity policy that complies with     paragraph (a):	<ul> <li>an explanation why that is so in our Corporate Governance Statement <u>OR</u></li> <li>we are an externally managed entity and this recommendation is therefore not applicable</li> </ul>
1.6	<ul> <li>A listed entity should:</li> <li>(a) have and disclose a process for periodically evaluating the performance of the board, its committees and individual directors; and</li> <li>(b) disclose, in relation to each reporting period, whether a performance evaluation was undertaken in the reporting period in accordance with that process.</li> </ul>	<ul> <li> the evaluation process referred to in paragraph (a):</li> <li>in our Corporate Governance Statement <u>OR</u></li> <li>at this location:</li> <li> and the information referred to in paragraph (b):</li> <li>in our Corporate Governance Statement <u>OR</u></li> <li>at this location:</li> </ul>	<ul> <li>an explanation why that is so in our Corporate Governance Statement <u>OR</u></li> <li>we are an externally managed entity and this recommendation is therefore not applicable</li> </ul>

Corpo	orate Governance Council recommendation	We have followed the recommendation in full for the whole of the period above. We have disclosed	We have NOT followed the recommendation in full for the whole of the period above. We have disclosed $\dots^4$
1.7	<ul> <li>A listed entity should:</li> <li>(a) have and disclose a process for periodically evaluating the performance of its senior executives; and</li> <li>(b) disclose, in relation to each reporting period, whether a performance evaluation was undertaken in the reporting period in accordance with that process.</li> </ul>	<ul> <li> the evaluation process referred to in paragraph (a):</li> <li>in our Corporate Governance Statement <u>OR</u></li> <li>at this location:</li> <li> and the information referred to in paragraph (b):</li> <li>in our Corporate Governance Statement <u>OR</u></li> <li>at this location:</li> </ul>	<ul> <li>an explanation why that is so in our Corporate Governance Statement <u>OR</u></li> <li>we are an externally managed entity and this recommendation is therefore not applicable</li> </ul>

Corpor	ate Governance Council recommendation	We have followed the recommendation in full for the whole of the period above. We have disclosed	We have NOT followed the recommendation in full for the whole of the period above. We have disclosed $\dots^4$
PRINCI	PLE 2 - STRUCTURE THE BOARD TO ADD VALUE		
2.1	<ul> <li>The board of a listed entity should:</li> <li>(a) have a nomination committee which: <ul> <li>(1) has at least three members, a majority of whom are independent directors; and</li> <li>(2) is chaired by an independent director, and disclose:</li> <li>(3) the charter of the committee; and</li> <li>(5) as at the end of each reporting period, the number of times the committee met throughout the period and the individual attendances of the members at those meetings; or</li> </ul> </li> <li>(b) if it does not have a nomination committee, disclose that fact and the processes it employs to address board succession issues and to ensure that the board has the appropriate balance of skills, knowledge, experience, independence and diversity to enable it to discharge its duties and responsibilities effectively.</li> </ul>	[If the entity complies with paragraph (a):]         the fact that we have a nomination committee that complies with paragraphs (1) and (2):         □       in our Corporate Governance Statement <b>OR</b> □       at this location:         and a copy of the charter of the committee:         □       at this location:         and the information referred to in paragraphs (4) and (5):         □       in our Corporate Governance Statement <b>OR</b> □       at this location:         and the information referred to in paragraphs (4) and (5):         □       in our Corporate Governance Statement <b>OR</b> □       at this location:         [If the entity complies with paragraph (b):]         the fact that we do not have a nomination committee and the processes we employ to address board succession issues and to ensure that the board has the appropriate balance of skills, knowledge, experience, independence and diversity to enable it to discharge its duties and responsibilities effectively:         ☑       in our Corporate Governance Statement <b>OR</b> □       at this location:	<ul> <li>an explanation why that is so in our Corporate Governance Statement <u>OR</u></li> <li>we are an externally managed entity and this recommendation is therefore not applicable</li> </ul>
2.2	A listed entity should have and disclose a board skills matrix setting out the mix of skills and diversity that the board currently has or is looking to achieve in its membership.	<ul> <li> our board skills matrix:</li> <li>in our Corporate Governance Statement <u>OR</u></li> <li>at this location:</li> </ul>	<ul> <li>an explanation why that is so in our Corporate Governance Statement <u>OR</u></li> <li>we are an externally managed entity and this recommendation is therefore not applicable</li> </ul>

Corpor	ate Governance Council recommendation	We have followed the recommendation in full for the whole of the period above. We have disclosed         the names of the directors considered by the board to be independent directors:         \[Sigma in our Corporate Governance Statement OR         \[Imed at this location:         and, where applicable, the information referred to in paragraph (b):         \[Imed in our Corporate Governance Statement OR         Imed at this location:         and the length of service of each director:         Imed in our Corporate Governance Statement OR         Imed at this location:         and the length of service of each director:         Imed in our Corporate Governance Statement OR         Imed at this location:         and the length of service of each director:         Imed at this location:         Imed at this location:	We have NOT followed the recommendation in full for the whole of the period above. We have disclosed $\dots^4$
2.3	<ul> <li>A listed entity should disclose:</li> <li>(a) the names of the directors considered by the board to be independent directors;</li> <li>(b) if a director has an interest, position, association or relationship of the type described in Box 2.3 but the board is of the opinion that it does not compromise the independence of the director, the nature of the interest, position, association or relationship in question and an explanation of why the board is of that opinion; and</li> <li>(c) the length of service of each director.</li> </ul>		an explanation why that is so in our Corporate Governance Statement
2.4	A majority of the board of a listed entity should be independent directors.	<ul> <li> the fact that we follow this recommendation:</li> <li>in our Corporate Governance Statement <u>OR</u></li> <li>at this location:</li> </ul>	<ul> <li>an explanation why that is so in our Corporate Governance Statement <u>OR</u></li> <li>we are an externally managed entity and this recommendation is therefore not applicable</li> </ul>
2.5	The chair of the board of a listed entity should be an independent director and, in particular, should not be the same person as the CEO of the entity.	<ul> <li> the fact that we follow this recommendation:</li> <li>in our Corporate Governance Statement <u>OR</u></li> <li>at this location:</li> </ul>	<ul> <li>an explanation why that is so in our Corporate Governance Statement <u>OR</u></li> <li>we are an externally managed entity and this recommendation is therefore not applicab</li> </ul>
2.6	A listed entity should have a program for inducting new directors and provide appropriate professional development opportunities for directors to develop and maintain the skills and knowledge needed to perform their role as directors effectively.	<ul> <li> the fact that we follow this recommendation:</li> <li>☑ in our Corporate Governance Statement <u>OR</u></li> <li>☑ at this location:</li> </ul>	<ul> <li>an explanation why that is so in our Corporate Governance Statement <u>OR</u></li> <li>we are an externally managed entity and this recommendation is therefore not applicable</li> </ul>

Corpora	te Governance Council recommendation	We have followed the recommendation in full for the whole of the period above. We have disclosed	We have NOT followed the recommendation in full for the whole of the period above. We have disclosed $\dots^4$
PRINCIP	PRINCIPLE 3 – ACT ETHICALLY AND RESPONSIBLY		
3.1	<ul> <li>A listed entity should:</li> <li>(a) have a code of conduct for its directors, senior executives and employees; and</li> <li>(b) disclose that code or a summary of it.</li> </ul>	<ul> <li> our code of conduct or a summary of it:</li> <li>☑ in our Corporate Governance Statement <u>OR</u></li> <li>☑ at this location:</li> </ul>	an explanation why that is so in our Corporate Governance Statement

Corporate Governance Council recommendation		We have followed the recommendation in full for the whole of the period above. We have disclosed	We have NOT followed the recommendation in full for the whole of the period above. We have disclosed $\dots^4$
PRINCI	PLE 4 – SAFEGUARD INTEGRITY IN CORPORATE REPORTING		
4.1	<ul> <li>The board of a listed entity should:</li> <li>(a) have an audit committee which: <ul> <li>(1) has at least three members, all of whom are non-executive directors and a majority of whom are independent directors; and</li> <li>(2) is chaired by an independent director, who is not the chair of the board,</li> <li>and disclose:</li> <li>(3) the charter of the committee;</li> <li>(4) the relevant qualifications and experience of the members of the committee; and</li> <li>(5) in relation to each reporting period, the number of times the committee met throughout the period and the individual attendances of the members at those meetings; or</li> </ul> </li> <li>(b) if it does not have an audit committee, disclose that fact and the processes it employs that independently verify and safeguard the integrity of its corporate reporting, including the processes for the appointment and removal of the external auditor and the rotation of the audit engagement partner.</li> </ul>	[If the entity complies with paragraph (a):]   the fact that we have an audit committee that complies with paragraphs (1) and (2):    in our Corporate Governance Statement OR   at this location:   and a copy of the charter of the committee:   at this location:   and the information referred to in paragraphs (4) and (5):   in our Corporate Governance Statement OR   at this location:   and the information referred to in paragraphs (4) and (5):   in our Corporate Governance Statement OR   at this location:   [If the entity complies with paragraph (b):] the fact that we do not have an audit committee and the processes we employ that independently verify and safeguard the integrity of our corporate reporting, including the processes for the appointment and removal of the external auditor and the rotation of the audit engagement partner: in our Corporate Governance Statement at this location:	☑ an explanation why that is so in our Corporate Governance Statement
4.2	The board of a listed entity should, before it approves the entity's financial statements for a financial period, receive from its CEO and CFO a declaration that, in their opinion, the financial records of the entity have been properly maintained and that the financial statements comply with the appropriate accounting standards and give a true and fair view of the financial position and performance of the entity and that the opinion has been formed on the basis of a sound system of risk management and internal control which is operating effectively.	<ul> <li> the fact that we follow this recommendation:</li> <li>☑ in our Corporate Governance Statement <u>OR</u></li> <li>□ at this location:</li> </ul>	an explanation why that is so in our Corporate Governance Statement

Corpora	ate Governance Council recommendation	We have followed the recommendation in full for the whole of the period above. We have disclosed	We have NOT followed the recommendation in full for the whole of the period above. We have disclosed $\dots^4$
4.3	A listed entity that has an AGM should ensure that its external auditor attends its AGM and is available to answer questions from security holders relevant to the audit.	<ul> <li> the fact that we follow this recommendation:</li> <li>☑ in our Corporate Governance Statement <u>OR</u></li> <li>□ at this location:</li> </ul>	<ul> <li>an explanation why that is so in our Corporate Governance Statement <u>OR</u></li> <li>we are an externally managed entity that does not hold an annual general meeting and this recommendation is therefore not applicable</li> </ul>
PRINCI	PLE 5 – MAKE TIMELY AND BALANCED DISCLOSURE		
5.1	<ul> <li>A listed entity should:</li> <li>(a) have a written policy for complying with its continuous disclosure obligations under the Listing Rules; and</li> <li>(b) disclose that policy or a summary of it.</li> </ul>	<ul> <li> our continuous disclosure compliance policy or a summary of it:</li> <li>in our Corporate Governance Statement <u>OR</u></li> <li>at this location:</li> </ul>	□ an explanation why that is so in our Corporate Governance Statement
PRINCI	PLE 6 – RESPECT THE RIGHTS OF SECURITY HOLDERS		
6.1	A listed entity should provide information about itself and its governance to investors via its website.	information about us and our governance on our website: at this location: http://e2metals.com.au/corporate-governance	☐ an explanation why that is so in our Corporate Governance Statement
6.2	A listed entity should design and implement an investor relations program to facilitate effective two-way communication with investors.	<ul> <li> the fact that we follow this recommendation:</li> <li>in our Corporate Governance Statement <u>OR</u></li> <li>□ at this location:</li> </ul>	an explanation why that is so in our Corporate Governance Statement
6.3	A listed entity should disclose the policies and processes it has in place to facilitate and encourage participation at meetings of security holders.	<ul> <li> our policies and processes for facilitating and encouraging participation at meetings of security holders:</li> <li>in our Corporate Governance Statement <u>OR</u></li> <li>at this location:</li> </ul>	<ul> <li>an explanation why that is so in our Corporate Governance Statement <u>OR</u></li> <li>we are an externally managed entity that does not hold periodic meetings of security holders and this recommendation is therefore not applicable</li> </ul>

Corpora	te Governance Council recommendation	We have followed the recommendation in full for the whole of the period above. We have disclosed	We have NOT followed the recommendation in full for the whole of the period above. We have disclosed $\dots^4$
6.4	A listed entity should give security holders the option to receive communications from, and send communications to, the entity and its security registry electronically.	<ul> <li> the fact that we follow this recommendation:</li> <li>in our Corporate Governance Statement <u>OR</u></li> <li>at this location:</li> </ul>	an explanation why that is so in our Corporate Governance Statement
PRINCIP	LE 7 – RECOGNISE AND MANAGE RISK		
7.1	<ul> <li>The board of a listed entity should:</li> <li>(a) have a committee or committees to oversee risk, each of which: <ul> <li>(1) has at least three members, a majority of whom are independent directors; and</li> <li>(2) is chaired by an independent director, and disclose:</li> <li>(3) the charter of the committee;</li> <li>(4) the members of the committee; and</li> <li>(5) as at the end of each reporting period, the number of times the committee met throughout the period and the individual attendances of the members at those meetings; or</li> </ul> </li> <li>(b) if it does not have a risk committee or committees that satisfy (a) above, disclose that fact and the processes it employs for overseeing the entity's risk management framework.</li> </ul>	[If the entity complies with paragraph (a):]         the fact that we have a committee or committees to oversee risk that comply with paragraphs (1) and (2):         in our Corporate Governance Statement OR         at this location:         and a copy of the charter of the committee:         at this location:         and the information referred to in paragraphs (4) and (5):         in our Corporate Governance Statement OR         at this location:         and the information referred to in paragraphs (4) and (5):         in our Corporate Governance Statement OR         at this location:         [If the entity complies with paragraph (b):]         the fact that we do not have a risk committee or committees that satisfy (a) and the processes we employ for overseeing our risk management framework:         in our Corporate Governance Statement         in our Corporate Governance Statement         at this location:	☑ an explanation why that is so in our Corporate Governance Statement

Corpora	ate Governance Council recommendation	We have followed the recommendation in full for the whole of the period above. We have disclosed	We have NOT followed the recommendation in full for the whole of the period above. We have disclosed $\ldots^4$
7.2	<ul> <li>The board or a committee of the board should:</li> <li>(a) review the entity's risk management framework at least annually to satisfy itself that it continues to be sound; and</li> <li>(b) disclose, in relation to each reporting period, whether such a review has taken place.</li> </ul>	<ul> <li> the fact that board or a committee of the board reviews the entity's risk management framework at least annually to satisfy itself that it continues to be sound:</li> <li>in our Corporate Governance Statement <u>OR</u></li> <li>at this location:</li> <li> and that such a review has taken place in the reporting period covered by this Appendix 4G:</li> <li>in our Corporate Governance Statement <u>OR</u></li> <li>at this location:</li> </ul>	an explanation why that is so in our Corporate Governance Statement
7.3	<ul> <li>A listed entity should disclose:</li> <li>(a) if it has an internal audit function, how the function is structured and what role it performs; or</li> <li>(b) if it does not have an internal audit function, that fact and the processes it employs for evaluating and continually improving the effectiveness of its risk management and internal control processes.</li> </ul>	[If the entity complies with paragraph (a):]         how our internal audit function is structured and what role it performs:            in our Corporate Governance Statement OR         at this location:             If the entity complies with paragraph (b):]             the fact that we do not have an internal audit function and the processes we employ for evaluating and continually improving the effectiveness of our risk management and internal control processes:             in our Corporate Governance Statement OR             in our Corporate Governance Statement Audit function and the processes we employ for evaluating and continually improving the effectiveness of our risk management and internal control processes:             in our Corporate Governance Statement OR             in at this location:	an explanation why that is so in our Corporate Governance Statement
7.4	A listed entity should disclose whether it has any material exposure to economic, environmental and social sustainability risks and, if it does, how it manages or intends to manage those risks.	<ul> <li> whether we have any material exposure to economic, environmental and social sustainability risks and, if we do, how we manage or intend to manage those risks:</li> <li>in our Corporate Governance Statement <u>OR</u></li> <li>at this location:</li> </ul>	an explanation why that is so in our Corporate Governance Statement

Corpora	ate Governance Council recommendation	We have followed the recommendation in full for the whole of the period above. We have disclosed	We have NOT followed the recommendation in full for the whole of the period above. We have disclosed $\ldots^4$
PRINCIP	PLE 8 – REMUNERATE FAIRLY AND RESPONSIBLY		
8.1	<ul> <li>The board of a listed entity should:</li> <li>(a) have a remuneration committee which: <ul> <li>(1) has at least three members, a majority of whom are independent directors; and</li> <li>(2) is chaired by an independent director, and disclose:</li> <li>(3) the charter of the committee;</li> <li>(4) the members of the committee; and</li> <li>(5) as at the end of each reporting period, the number of times the committee met throughout the period and the individual attendances of the members at those meetings; or</li> </ul> </li> <li>(b) if it does not have a remuneration committee, disclose that fact and the processes it employs for setting the level and composition of remuneration for directors and senior executives and ensuring that such remuneration is appropriate and not excessive.</li> </ul>	[If the entity complies with paragraph (a):]         the fact that we have a remuneration committee that complies with paragraphs (1) and (2):         □       in our Corporate Governance Statement <b>OR</b> □       at this location:         and a copy of the charter of the committee:         □       at this location:         and the information referred to in paragraphs (4) and (5):         □       in our Corporate Governance Statement <b>OR</b> □       at this location:         and the information referred to in paragraphs (4) and (5):         □       in our Corporate Governance Statement <b>OR</b> □       at this location:         [If the entity complies with paragraph (b):]         the fact that we do not have a remuneration committee and the processes we employ for setting the level and composition of remuneration for directors and senior executives and ensuring that such remuneration is appropriate and not excessive:         ☑       in our Corporate Governance Statement <b>OR</b> □       at this location:	<ul> <li>an explanation why that is so in our Corporate Governance Statement <u>OR</u></li> <li>we are an externally managed entity and this recommendation is therefore not applicable</li> </ul>
8.2	A listed entity should separately disclose its policies and practices regarding the remuneration of non-executive directors and the remuneration of executive directors and other senior executives.	<ul> <li> separately our remuneration policies and practices regarding the remuneration of non-executive directors and the remuneration of executive directors and other senior executives:</li> <li>in our Corporate Governance Statement <u>OR</u></li> <li>at this location:</li> </ul>	<ul> <li>an explanation why that is so in our Corporate Governance Statement <u>OR</u></li> <li>we are an externally managed entity and this recommendation is therefore not applicable</li> </ul>

Corporate Governance Council recommendation		We have followed the recommendation in full for the whole of the period above. We have disclosed	We have NOT followed the recommendation in full for the whole of the period above. We have disclosed $\ldots^4$			
8.3	<ul> <li>A listed entity which has an equity-based remuneration scheme should:</li> <li>(a) have a policy on whether participants are permitted to enter into transactions (whether through the use of derivatives or otherwise) which limit the economic risk of participating in the scheme; and</li> <li>(b) disclose that policy or a summary of it.</li> </ul>	our policy on this issue or a summary of it:     in our Corporate Governance Statement <u>OR</u> at this location:	<ul> <li>an explanation why that is so in our Corporate Governance Statement <u>OR</u></li> <li>we do not have an equity-based remuneration scheme and this recommendation is therefore not applicable <u>OR</u></li> <li>we are an externally managed entity and this recommendation is therefore not applicable</li> </ul>			
ADDITIONAL DISCLOSURES APPLICABLE TO EXTERNALLY MANAGED LISTED ENTITIES						
-	<ul> <li>Alternative to Recommendation 1.1 for externally managed listed entities:</li> <li>The responsible entity of an externally managed listed entity should disclose:</li> <li>(a) the arrangements between the responsible entity and the listed entity for managing the affairs of the listed entity;</li> <li>(b) the role and responsibility of the board of the responsible entity for overseeing those arrangements.</li> </ul>	<ul> <li> the information referred to in paragraphs (a) and (b):</li> <li>in our Corporate Governance Statement <u>OR</u></li> <li>at this location:</li> </ul>	an explanation why that is so in our Corporate Governance Statement			
-	Alternative to Recommendations 8.1, 8.2 and 8.3 for externally managed listed entities: An externally managed listed entity should clearly disclose the terms governing the remuneration of the manager.	<ul> <li> the terms governing our remuneration as manager of the entity:</li> <li>in our Corporate Governance Statement <u>OR</u></li> <li>at this location:</li> </ul>	an explanation why that is so in our Corporate Governance Statement			

# E2 METALS

# **2019 Corporate Governance Statement**

The Board of E2 Metals Limited (the **Company**) is responsible for the overall corporate governance of the Company. The Board believes that good corporate governance helps ensure the future success of the Company, adds value to stakeholders and enhances investor confidence.

The ASX Listing Rules require listed companies to prepare a statement disclosing the extent to which they have complied with the recommendations of the ASX Corporate Governance Council (**Recommendations**) during the reporting period. The Recommendations are not prescriptive, such that if a company considers a recommendation to be inappropriate having regard to its own circumstances, it has the flexibility not to follow it. Where a company has not followed all the Recommendations, it must identify which Recommendations have not been followed and provide reasons for not following them.

This Corporate Governance Statement (**Statement**) discloses the extent to which the Company has followed the Recommendations, or where appropriate, indicates a departure from the Recommendations with an explanation. This Statement should be read in conjunction with the material on the Company's website on <a href="http://e2metals.com.au/">http://e2metals.com.au/</a>, including the 2019 Annual Report.

This Statement is current as at 25 September 2019 and has been approved by the Board of Directors of E2 Metals Limited.

#### PRINCIPLE 1: LAY SOLID FOUNDATIONS FOR MANAGEMENT AND OVERSIGHT

#### Recommendation 1.1 - Role of the Board and Management

The role of the Board is to provide overall strategic guidance and effective oversight of management. A copy of the Company's Board Charter is available on our website at <a href="http://e2metals.com.au/">http://e2metals.com.au/</a>.

The Board Charter sets out the specific responsibilities of the Board, requirements as to the Board's responsibilities, functions and composition, the role of the Company Secretary, the establishment, details of the Board's performance review and details of the Board's disclosure policy.

The day-to-day operations and administration of the Company has been delegated to the Chief Executive Officer, who then has the authority to sub-delegate to the Executive Team. However, the Board of Directors maintains ultimate responsibility for the day-to-day management of the Company and its business, including strategy, control and risk profile of the Company.

# **Recommendation 1.2: Appointment of Directors**

The Company has guidelines for the appointment and selection of the Board which require the Board to undertake appropriate checks before appointing a person or putting forward to security holders a candidate for election, as a Director.

We provide our shareholders with all material information relevant to a decision on whether or not to elect or re-elect a Director and they are provided to security holders in a Notice of Meeting pursuant to which the resolution to elect or re-elect a Director is voted on.

#### **Recommendation 1.3: Appointment Terms**

Each director and senior executive are party to a written agreement with the Company which sets out the terms of that Director's or senior executive's appointment. Details of executive contracts in place are detailed in the Company's Annual Remuneration Report in the 2019 Annual Report.

#### **Recommendation 1.4: Company Secretary**

The Board is supported by the Company Secretary, whose role includes supporting the Board on governance matters, assisting the Board with meetings and directors' duties, and acting as an interface between the Board and senior executives across the Group. The Board and individual Directors have access to the Company Secretary.

Under the Company's governance framework, the Company Secretary is accountable to the Board, through the Chair, on all matters regarding the proper functioning of the Board. The Board is responsible for the appointment of the Company Secretary.

Details regarding our Company Secretary, including experience and qualifications, is set out in the Directors' Report in our 2019 Annual Report.

#### **Recommendation 1.5: Diversity Policy**

The workforce of the Company comprises individuals with diverse skills, backgrounds, perspectives and experiences and this diversity is valued and respected. The Company has implemented a Diversity Policy which can be viewed at <a href="http://e2metals.com.au/">http://e2metals.com.au/</a>, contained within the Company's Corporate Governance Plan. The Diversity Policy provides a framework for the Company to establish and achieve measurable diversity objectives, including in respect of gender diversity. The Diversity Policy allows the Board to set measurable gender diversity objectives, if considered appropriate, and to assess annually both the objectives (if any have been set) and the Company's progress in achieving them.

A copy of the Company's Diversity Policy, which is part of the Company's Corporate Governance Plan and is available on our website at <u>http://e2metals.com.au/</u>.

The proportion of women on the Board, in senior executive positions and women across the entire organisation as at 30 June 2019 was as follows:

- Women on the Board 33%
- Women in senior executive positions 0%
- Women across the entire organisation 33%

Due to the current size and composition of the organisation the Board does not consider it appropriate to provide measurable objectives in relation to gender. The Company is committed to ensuring that the appropriate mix of skills, expertise, and diversity are considered when employing staff at all levels of the organisation and when making new senior executive and Board appointments and is satisfied that the composition of employees, senior executives and members of the Board is appropriate.

#### **Recommendation 1.6: Board Performance Assessment**

The Nomination Committee function is undertaken by the full Board and is responsible for evaluating the performance of the Board and individual Directors will be evaluated on an annual basis. It may do so with the aid of an independent advisor.

Further information is included in Section 4 of the Company's Nomination Committee Charter, which is part of the Company's Corporate Governance Plan, and is available on our website at <a href="http://e2metals.com.au/">http://e2metals.com.au/</a>.

A performance evaluation was not completed during the financial year 2019 but will be performed during the next reporting period. Further information is included in Section 4 of the Company's Nomination Committee Charter, which is part of the Company's Corporate Governance Plan and is available on our website at <a href="http://e2metals.com.au/">http://e2metals.com.au/</a> the reporting period and would be completed in 2020.

#### **Recommendation 1.7: Senior Executive Performance Assessment**

The Company's full Board is responsible for evaluating the performance of the Company's senior executives on an annual basis. The Company's Board is responsible for evaluating the remuneration of the Company's senior executives on an annual basis. A senior executive, for these purposes, means key management personnel (as defined in the Corporations Act 2001) other than a Non-Executive Director.

Further information is included in Section 4 of the Company's Nomination Committee Charter, which is part of the Company's Corporate Governance Plan and is available on the Company's website at <a href="http://e2metals.com.au/">http://e2metals.com.au/</a>.

The Board has not completed a review of senior executive performance given the changes during the year, including limited operational activity and re-compliance. The Board expects to undertake a Senior Executive Performance Review during the next reporting period.

# PRINCIPLE 2 – BOARD STRUCTURE

#### **Recommendation 2.1: Nomination Committee**

Due to the size of the existing Board and the magnitude of the Company's operations, the Company does not currently have a Nomination Committee. Pursuant to the Company's Board Charter, the full Board carries out the duties that would ordinarily be assigned to the Nomination Committee in accordance with the Terms of Reference for that Committee.

The Board's nomination responsibilities are set out in Section 4 of the Company's Nomination Committee Charter, which is part of the Company's Corporate Governance Plan and is available on our website at <a href="http://e2metals.com.au/">http://e2metals.com.au/</a>.

In order to address Board succession issues and to ensure that the Board has the appropriate balance of skills, knowledge, experience, independence and diversity to enable it to discharge its duties and responsibilities effectively, the Board continuously monitors and assesses its requirements and determines whether, and when, any action is required.

#### **Recommendation 2.2: Board Skills Matrix**

Our objective is to have an appropriate mix of expertise and experience on our Board so that it can effectively discharge its corporate governance and oversight responsibilities. It is the Board's view that the current directors possess an appropriate mix of relevant skills, experience, expertise and diversity to enable the Board to discharge its responsibilities and deliver the Company's strategic objectives. This mix is subject to review on a regular basis as part of the Board's performance review process.

The Board does not maintain a formal matrix of Board skills and experience, however the diversity of experience and assessment of any gaps in skills and experiences are a key consideration for any proposed appointment to the Board.

To the extent that any skills are not directly represented on the Board, they are augmented through management and external advisors.

Full details of each Directors' relevant skills and experience are set out in the Company's 2019 Annual Report.

Further information is included in the Company's Board Charter, which is available on our website at <a href="http://e2metals.com.au/">http://e2metals.com.au/</a>

#### **Recommendation 2.3: Independent Directors**

An independent director is a Non-Executive Director who is not a member of management and free from any business or other relationship that could materially interfere with, or could reasonably be perceived to materially interfere with, the independent exercise of judgement.

The Board regularly assesses the independence of each Non-Executive Director in light of the information which each Director is required to disclose in relation to any material contract or other relationship with the Company in accordance with the director's terms of appointment, the Corporations Act 2001, and the Board Charter.

When appointing an independent director or reviewing the independence of its Directors, the Board will have regard to the definition of independent director and the factors set out in the Recommendations, in particular the factors relevant to assessing the independence of a director set out in Recommendation 2.3.

The Board has one independent director, Mr Alastair Morrison (Non-Executive Director).

Mr Todd Williams and Ms Melanie Leydin are currently considered by the Board to not be independent on the basis that they are both engaged in executive roles within the Company.

The Board has considered the holdings of shares in the Company by the independent Non-Executive director and is of the opinion that Mr Morrison's interests in shares would not materially interfere with, or could be reasonably perceived to interfere with, the independent exercise of his judgement in his position as a Director. The Board also considers that Mr Alastair Morrison is otherwise free from any business or other relationship that could materially interfere with, or reasonably be perceived to interfere with, the independent exercise of his judgement, and that as a Director, Mr Alastair Morrison is able to fulfil the role of independent Director for the purposes of the ASX Recommendations.

The Board's assessment of each current Director is set out below.

Name	Position	Appointment date	Status
Melanie Leydin	Chairperson	28/03/2017	Non-Independent
	Company Secretary	09/11/2006	
Todd Williams	Managing Director	20/12/2018	Non-Independent
Alastair Morrison	Non-Executive Director	12/02/2019	Independent

#### **Recommendation 2.4: Majority Independence**

As at the date of this Statement, one out of three Directors are deemed independent and the Board does not have a majority of independent Directors. The Board recognises that it is desirable for a majority of the Board to be Independent Directors but the Company's current size dictates that this is the most efficient mode of operations at the current time. The Board will review the appointment of further Independent Directors should the Company's size and growth warrant this.

Further information regarding our Directors, including their experience and qualifications, is set out in the Directors' Report of the Company's 2019 Annual Report.

#### **Recommendation 2.5: Board Chair**

The current Chairperson, Ms Melanie Leydin, is a non-independent Non-Executive Director and is not the Managing Director of the Company.

In accordance with current practice, the Board Charter requires the role of Chairman and Managing Director to be separate.

The Board recognises that the role of Chair should be fulfilled by an independent Director, however the Company's current size dictates that this is the most efficient mode of operation at the current time.

The current Board composition reflects an appropriate balance of skills, expertise and experience to fulfil its obligations to act in the best interests of the Company and all stakeholders. The Board also considers that there are appropriate safeguards in place including policies and protocols to ensure independent thought and decision making.

The Board will consider the Recommendations in assessing any future changes in board composition.

#### **Recommendation 2.6: Induction, Education and Training**

In accordance with the Company's Board Charter, the Board is responsible for the approval and review of induction and continuing professional development programs and procedures for Directors to ensure that they can effectively discharge their responsibilities. The Company Secretary is responsible for facilitating inductions and professional development.

Directors are also encouraged to personally undertake appropriate training and refresher courses as appropriate to maintain the skills required to discharge their obligations to the Company.

Further information is included in the Company's Board Charter which is available on our website at <a href="http://e2metals.com.au/">http://e2metals.com.au/</a>.

#### PRINCIPLE 3 – ACT ETHICALLY AND RESPONSIBLY

#### Recommendation 3.1: Code of Conduct

The Board recognises the need to observe the highest standards of corporate practice and business conduct.

Accordingly, the Board has adopted a Code of Conduct designed to:

- provide a framework for decisions and actions in relation to ethical conduct in employment;
- support the Company's business reputation and corporate image; and
- make Directors' and employees aware of the consequences if they breach the Code of Conduct.

The Code of Conduct can be found on our website at <a href="http://e2metals.com.au/">http://e2metals.com.au/</a>.

The key aspects of this code are to:

- act fairly with honesty and integrity in the best interests of the Company and in the reasonable expectations of shareholders;
- act in accordance with all applicable laws, regulations, and the Company policies and procedures; and
- act in an appropriate business-like manner when representing the Company in public forums.

The Code of Conduct sets out the Company's policies on various matters including ethical conduct, business conduct, compliance and privacy.

# PRINCIPLE 4 – SAFEGUARD INTEGRITY IN CORPORATE REPORTING

#### **Recommendation 4.1: Audit Committee**

The Company's Corporate Governance Plan contains an Audit and Risk Committee Charter that provides for the establishment of an Audit and Risk Committee (if it is considered that it will benefit the Company), with at least three members, all of whom must be independent Directors, and which must be chaired by an independent Director who is not the Chair of the Board.

The Audit and Risk Committee Charter can be found on the Company's website at <u>http://e2metals.com.au/</u>, contained within the Company's Corporate Governance Plan.

The Company does not intend to have an Audit and Risk Committee as the Board did not consider the Company would benefit from its establishment. In accordance with the Company's Board Charter, the Board carries out the duties that would ordinarily be carried out by the Audit and Risk Committee under the Audit and Risk Committee Charter, including the following processes to independently verify and safeguard the integrity of its financial reporting, including the processes for the appointment and removal of the external auditor and the rotation of the audit engagement partner:

- the Board devoting time at Board meetings to fulfil the roles and responsibilities associated with maintaining the Company's internal audit function and arrangements with external auditors; and
- all members of the Board are involved in the Company's audit function to ensure the proper maintenance of the entity and the integrity of all financial reporting.

#### **Recommendation 4.2: Assurances**

The Managing Director and Company Secretary provide an annual declaration to the Board prior to the Board's approval of the Company's full year financial results. This process was followed for the 2019 full year financial results, where the Managing Director and Company Secretary provided a declaration to the Board that, in their opinion, the financial records have been properly maintained and that the financial statements complied with the appropriate accounting standards and gave a true and fair view of the financial position and performance of the Group, and their opinion had been formed on the basis of a sound system of risk management and internal control which is operating effectively. On this basis, the 2019 full year financial results were approved by the Board.

#### **Recommendation 4.3: External Auditor**

The Company's external auditor, William Buck attends the Company's AGM and a representative is available to answer shareholders' questions about the conduct of the audit and the preparation and content of the auditor's report.

William Buck's independence declaration is contained in the Directors' Report in the Company's 2019 Annual Report. The effectiveness, performance and independence of the external auditor is reviewed annually by the Board.

#### PRINCIPLE 5 – MAKE TIMELY AND BALANCED DISCLOSURE

#### **Recommendation 5.1: Continuous Disclosure Policy**

We are committed to provide information to shareholders and to the market in a manner that is consistent with the meaning and intention of the ASX Listing Rules and the Corporations Act.

To comply with these obligations, the Company adheres to the Continuous Disclosure Policy found on the Company's website <u>http://e2metals.com.au/</u>, contained within the Company's Corporate Governance Plan.

The Board has overarching responsibility for compliance with continuous disclosure obligations.

The Board is committed to the promotion of investor confidence by ensuring that trading in the Company's securities takes place in an efficient, competitive and informed market and in compliance with the Company's Securities Trading Policy. In accordance with continuous disclosure obligations under the ASX Listing Rules, the Company has procedures in place to ensure that price sensitive information is identified, reviewed by management and disclosed to the ASX in a timely manner. The Company's website includes a link to all information disclosed to the ASX.

#### **PRINCIPLE 6 – RESPECT THE RIGHTS OF SECURITY HOLDERS**

#### **Recommendation 6.1: Information and Governance**

Information about the Company and its corporate governance policies is available on the Company's website, <a href="http://e2metals.com.au/">http://e2metals.com.au/</a>.

#### **Recommendation 6.2: Investor Relations**

We endeavour to communicate with shareholders and other stakeholders in an open, regular and timely manner so that the market has sufficient information to make informed investment decisions. The Company has adopted a Shareholder Communications Strategy which aims to promote and facilitate effective two-way communication with investors and outlines a range of ways in which information is communicated to shareholders.

The Company's Shareholder Communications Strategy regarding which information is communicated to shareholders can be found on the Company's website at <u>http://e2metals.com.au/</u>, and contained within the Company's Corporate Governance Plan.

#### **Recommendation 6.3: Shareholder Meeting Participation**

Shareholders are forwarded the Company's Annual Report, if requested (it is otherwise made available on the Company's website), and documents relating to each general meeting, being the notice of meeting, any explanatory memorandum and a proxy form, and shareholders are invited to attend these meetings.

The Board regards each general meeting as an important opportunity to communicate with shareholders and it provides a key forum for shareholders to ask questions about the Company, its strategy and performance. At shareholder meetings, the Company provides an opportunity for shareholders and other stakeholders to hear from and put questions to the Board, management and if applicable the Company's external auditor.

Further information is included in the Company's Shareholder Communications Strategy, which is part of the Company's Corporate Governance Plan and which is available on the Company's website on <u>http://e2metals.com.au/</u>.

#### **Recommendation 6.4: Electronic Communication with Shareholders**

The Shareholder Communication Strategy provides that security holders can register with the Company to receive email notifications when an announcement is made by the Company to the ASX, including the release of the Annual Report, half yearly reports and quarterly reports. Links are made available to the Company's website on which all information provided to the ASX is immediately posted.

Shareholders queries should be referred to the Company Secretary, at first instance.

Further information is included in the Company's Shareholder Communications Strategy, which is part of the Company's Corporate Governance Plan and is available on the Company's website on <u>http://e2metals.com.au/</u>.

# PRINCIPLE 7 – RECOGNISE AND MANAGE RISK

# **Recommendation 7.1: Risk Committee**

The Company's Corporate Governance Plan contains an Audit and Risk Committee Charter that provides for the establishment of an Audit and Risk Committee (if it is considered it will benefit the Company), with at least three members, all of whom must be independent Directors, and which must chaired by an independent Director who is not the Chair of the Board.

The Audit & Risk Committee Charter can be found on our website at <u>http://e2metals.com.au/</u>, contained within the Company's Corporate Governance Plan.

The Company does not intend to have an Audit and Risk Committee as the Board did not consider the Company would benefit from its establishment. In accordance with the Company's Board Charter, the Board carries out the duties that would ordinarily be carried out by the Audit and Risk Committee under the Audit and Risk Committee Charter, including the Board devoting time at Board meetings to fulfil the roles and responsibilities associated with overseeing risk and maintaining the entity's risk management framework and associated internal compliance and control procedures.

#### **Recommendation 7.2: Risk Management Framework**

The Company regularly undertakes reviews of its risk management framework to establish an effective and efficient system for:

- identifying, assessing, monitoring and managing risk; and
- disclosing any material change to the Group's risk profile. The Company intends to disclose the matters contemplated by ASX Recommendation 7.2 in future annual reports.

Further information is included in the Company's Audit and Risk Committee Charter, which is part of the Company's Corporate Governance Plan, and it available on the Company's website on <u>http://e2metals.com.au/</u>.

#### **Recommendation 7.3: Internal Audit**

The Corporate Governance Plan provides for the Board to monitor the need for an internal audit function.

The Company did not have an internal audit function for the past financial year. Due to the size of the Company, the Board does not consider it necessary to have an internal audit function.

The Company will employ the following process for evaluating and continually improving the effectiveness of its risk management and internal control processes:

- the Board will monitor the need for an internal audit function having regard to the size, location and complexity of the Company's operations;
- the Board will periodically undertake an internal review of financial systems and processes where systems are considered to require improvement these are developed; and
- the Board will review risk management and internal compliance procedures at each Board meeting and will monitor the quality of the accounting function.

# Recommendation 7.4: Economic, Environmental and Social Sustainability Risk

The Board does not consider the Company to have any material exposure to economic, environmental and social sustainability risks.

#### **PRINCIPLE 8 – REMUNERATE FAIRLY AND RESPONSIBILITY**

#### **Recommendation 8.1: Remuneration Committee**

Due to the size and nature of the existing Board and the magnitude of the Company's operations, the Company does not currently have a Remuneration Committee. Pursuant to the Company's Board Charter, the full Board carries out the duties that would ordinarily be assigned to the Remuneration Committee under the written terms of reference for that committee.

The Board's remuneration responsibilities and processes are set out in the Company's Remuneration Committee Charter, which is part of the Company's Corporate Governance Plan, and it is available on the Company's website on <a href="http://elmetals.com.au/">http://elmetals.com.au/</a>.

#### **Recommendation 8.2: Remuneration Policies and Practices**

Details of the Company's remuneration practices for its Directors and senior executives are disclosed in the Remuneration Report in the Company's Annual Report.

Separate disclosure regarding the remuneration of the Company's directors (executive and non-executive) is disclosed in the Company's 2019 Annual Report, as lodged with the ASX and issued to shareholders.

#### **Recommendation 8.3: Equity Based Remuneration Scheme**

The Company does not have an equity-based remuneration scheme. The Company's Corporate Governance Plan prohibits Key Management Personnel entering into transactions (whether through the use of derivatives or otherwise) which limit the economic risk of participating in the scheme.

Further information is included in the Company's Trading Policy, which is part of the Company's Corporate Governance Plan and is available on the Company's website on <u>http://e2metals.com.au/</u>.