This Corporate Governance Statement (Statement) sets out the key features of Boart Longyear Limited's (Company) and its affiliated companies' (Group) governance framework and reports against the Corporate Governance Principle and Recommendations (4th edition) (ASX Guidelines). Unless otherwise noted, the Company has followed all of the best practice recommendations set out in the ASX Guidelines. This Statement is current as at 31 March 2020 and has been approved by the Board of Directors of the Company.

The Board is committed to conducting the Company's business in accordance with high standards of corporate governance. The Board has adopted an appropriate system of internal controls, risk management framework and corporate governance policies and practices.

The Company's corporate governance policies and its Board and committee charters may be found on the Company's website at www.boartlongyear.com/company/corporate-profile/corporate-governance/.

#### The Board of Directors

Go to Board of Directors Charter

The Board is responsible for verifying and approving the strategic goals of Boart Longyear and for oversight of management and direction of the Company's global business strategy, with the ultimate aim of increasing shareholder value.

The Board has in place a formal charter for the effective operation of the Board. The charter sets out:

- the Board's composition requirements;
- the term of office for directors:
- processes for evaluating director and Board performance;
- the role and responsibilities of the Board Chairman;
- the Board's functions and responsibilities, including matters specifically reserved for the Board;
- the authority delegated to the CEO and senior management;
- the Board's criteria for assessing director independence; and
- other administrative provisions.

The key functions and responsibilities of the Board include:

- defining the entity's purpose and providing strategic direction to management and approving the Company's global business strategies and objectives;
- approving the entity's statement of values and Code of Business Conduct;
- monitoring the operational and financial position and performance of the Company, including approving budgets and business plans;
- monitoring the Company's capital structure (including debt capacity and liquidity);
- reviewing management's recommendations regarding the Company's funding requirements and available sources of funding, and any alternatives the Board considers appropriate;
- reviewing the prudence of gearing levels, interest cover and compliance with banking and other financial covenants;
- satisfying itself that financial and other reporting mechanisms are put in place which result in adequate, accurate
  and timely information being provided to the Board and Boart Longyear's shareholders and the financial market
  as a whole being fully informed of all material developments relating to the Company;
- reviewing the composition, diversity, performance and compensation of the Board and management, including planning for executive succession;
- overseeing the risk appetite for the Company (for both financial and non-financial risks, including environmental
  and social risks) and taking reasonable steps designed to ensure that management establishes a sound risk
  management framework, including, in consultation with the Audit, Safety and Risk Committee, reviewing the
  framework at least annually;
- reviewing the risk of climate change on the business and developing an appropriate risk management framework;
- reviewing the cyber security risks faced by the business and taking reasonable steps designed to ensure that
  management establishes a sound framework to reasonably address such risks, including, in consultation with the
  Audit, Safety and Risk Committee
- overseeing appropriate procedures to ensure compliance with all laws, governmental regulations (including tax requirements) and accounting standards;
- reviewing from time to time, the Company's internal compliance procedures so that the Company's business is conducted in an open and ethical manner in accordance with the Company's values and policies and in accordance with the Company's duties and obligations under Work Health and Safety legislation;
- establishing, disclosing and implementing the Company's diversity policy;
- reviewing and, to the extent necessary, amending the Board and Committee Charters regularly;
- reviewing the Company's health and safety program to ensure that management establishes a sound framework including in consultation with the Audit, Safety and Risk Committee;
- approving the compensation of the Chief Executive Officer;

- · determining the level of authority delegated to the Chief Executive Officer and Company management; and
- · whenever required, challenging management and holding it to account.

The Board has delegated to the Chief Executive Officer and to the Company's Executive Management responsibility for managing the business of the Company in compliance with Board policies, legal requirements and the fundamental standards of ethics and integrity reflected in the Company's <a href="Code of Business Conduct">Code of Business Conduct</a>. The Board policies and charter set clear thresholds for management authority and ensure accountability to, and oversight by, the Board and/or its committees for the approval of specific matters, including remuneration of senior executives, changes to the Company's share capitalisation, declaration of dividends, the Company's annual operating budget, material acquisitions and divestitures and changes to corporate strategy. Delegations are periodically reviewed by the Board and may be changed by the Board at any time.

The Board is also assisted by the Company secretaries, who are directly accountable to the Board through the Chairman on all matters to do with the proper functioning of the Board and compliance with ASX Listing Rules and Guidelines.

#### Composition of the Board

Go to 2019 Annual Report, pages 33-36 – Board of Directors at <a href="http://www.boartlongyear.com/company/investors/annual-reports/">http://www.boartlongyear.com/company/investors/annual-reports/</a>

The Board currently comprises seven non-executive directors (**NEDs**) and one executive director. The Company's Constitution provides for a minimum of three and maximum of ten Directors (excluding alternate directors). The Board continues to hold a diverse range of skills and experiences to act effectively and in the best interests of its shareholders.

The Company's current executive director is Mr Jeffrey Olsen, President and Chief Executive Officer (CEO) of the Company. From 1 January 2019 to 1 September 2019, the Company had two executive directors, Mr Jeffrey Olsen and Mr Marcus Randolph, the prior Board Chairman. At the request of the Board, Mr Randolph maintained certain executive responsibilities during that time to assist Mr Olsen in the fulfilment of his duties.

As the Chairman continued to have some executive responsibilities in assisting the CEO, the Company did not comply with Recommendation 2.5 of the ASX Guidelines from 1 January to 1 September 2019. The Recommendation provides that the Chairman of the Board should be an independent director. From 1 September 2019, the Company's new Chairman Mr McArthur has been an independent director.

#### Skills and diversity of the Board

The Board, with the assistance of its Remuneration and Nominations Committee, regularly assesses the skills and diversity of the Board and considers whether the Board's composition and mix of skills are sufficient for the Board to competently discharge its responsibilities and meet its objectives. The Board has determined that together, Board members have a broad range of skills, extensive experience and knowledge and sufficient diversity necessary to oversee the Company's business.

The following Board skills matrix demonstrates the skills, experience and diversity of the directors in office as at the date of this Statement.

Skill	Percentage of Board with Skill as Area of Significant Experience
Mining Operations and Manufacturing	100%
Engineering/Technology	50%
Accounting/Finance	100%
Mergers & Acquisitions	100%
Human Resources	100%
Governance	100%
Information Technology	63%

Tenure	Percentage
<2 years	37.5%
2-5 years	62.5%
>5 years	0%

Gender	Percentage
Male	100%
Female	0%

Geography	Percentage with Significant Experience in Location
North America	100%
South America	75%
Australia/NZ	63%
Europe	88%
Asia	75%

#### **Director independence**

Go to Board of Directors Charter

The Company recognises that a majority of its directors should be independent, and the Board reviews director independence at least annually. In assessing the independence of non-executive directors, the Board has considered the criteria detailed in the Board charter and the ASX Guidelines including, whether a director:

- is, represents, or is or has been within the last three years an officer or employee of, or professional adviser, to a substantial shareholder of the Company;
- is or has been employed in an executive capacity by the Company or another member of the Group within the
  last three years, and there has not been a period of at least three years between ceasing such employment and
  serving on the Board;
- is, or has within the last three years been, in a material business relationship (e.g., as a material supplier, professional adviser, consultant or material customer) with the Company or another member of the Group, or an officer of, or otherwise associated directly or indirectly with, someone with such a relationship;
- has close personal ties with any person who falls within any of the categories described above;
- has served on the Board for such a period that his or her independence from management and substantial shareholders may have been compromised;
- receives performance-based remuneration (including options or performance rights) from, or participates in an employee share scheme of the Company; and
- the director or any family member of the director has received compensation in excess of A\$100,000 from the Company during the past year other than in direct connection with the director fulfilling their role as a director of the Company.

The Board annually assesses the independence of each director in accordance with the Board's independence criteria. The Board has determined that Messrs McArthur (appointed 1 September 2019), Ireland, Smith, Wallman, Kern and Ms McClain (resigned as of 23 August 2019) are independent directors.

The Board has considered the independence of several directors in light of their relationships with Centerbridge, Ares and Ascribe. Messrs Cruz (resigned 31 December 2019) and Tochilin (appointed 17 January 2020) are not regarded as independent due to their current or recent employment with Centerbridge Partners, a significant shareholder in the Company.

As set out in the Company's 2018 Corporate Governance Statement, the Board determined that Mr Randolph (resigned 1 September 2019) was not considered an independent director in light of the executive responsibilities he continued to exercise at the Company. Until 23 August 2019, Ms Gretchan McClain, Senior Independent Director, presided over private sessions of the independent directors and otherwise represents the views of the independent directors With Mr. McArthur now serving as the Chairman of the Board and given his independence, the Board determined that a separate Senior Independent Director designation was no longer necessary.

### **Board processes**

The Board meets at least five times a year and convenes additional meetings as required. Certain senior executives participate in Board and committee meetings to provide the directors with access to key operating, financial and compliance personnel on a regular basis. In addition, the directors have access to other Company employees in Board and committee meetings and in other settings.

Details about the number of times the Board met throughout the financial year ended 31 December 2019 and the attendance of each Director at those meetings can be found on page 35 of the Company's 2019 Annual Report.

#### **Board and Director nomination and selection**

The Remuneration, Nominations and Governance Committee assists the Board with respect to succession planning and the assessment of director candidates, having particular regard to ensuring that the Board is comprised of directors with the appropriate balance of skills, experience, diversity and expertise. Boart Longyear undertakes appropriate checks of director candidates as part of assessing their suitability for appointment to the Board or election by shareholders. When candidates are submitted to shareholders for election or re-election, the Company includes in the notice of meeting all information in its possession that is material to the decision whether to elect or re-elect the candidate.

#### Director induction and continuing education process

Upon appointment, non-executive directors are given an appointment letter setting out the terms of appointment. The letter details the director's obligations, including to:

- act in the best interests of the Company at all times;
- submit to re-election from time to time as required by the Company's constitution;
- notify the Chairman of any change in circumstances that might prevent the director from being regarded as independent:
- comply with the Company's constitution, governance policies and all applicable legal requirements, including the Company's Securities Trading Policy;
- devote sufficient time to prepare for and attend Board meetings and otherwise to discharge the director's duties;
- keep confidential, and not use for the benefit of any person or party other than the Company, any confidential
  information of the Company; and
- disclose any directorships, business interests or circumstances that might represent conflicts of interests or reasonably be perceived to interfere with the exercise of the director's independent judgment, or have an adverse impact on the Company's reputation or public profile.

The appointment letter also confers certain benefits and rights upon the director, including indemnities and insurance coverage for liabilities arising out of the discharge of the director's duties and unfettered access to papers, information and employees of the Company. In addition, directors may, with the approval of the Chairman, consult with professional advisors

The Company has established an induction process for new directors to inform them of the nature of the Company's business, strategies, risks and issues, and expectations about director performance, including awareness of continuous disclosure principles. The Company's induction process also includes meetings with senior management, including the leaders of the Company's business units and administrative functions. The Company has completed its induction process for all of its current directors.

To ensure that existing directors maintain the skills and knowledge required to perform their role effectively, the Board regularly considers the skills and knowledge relevant to the Company, the industry in which the Company operates and the obligations of a listed company director, and ensures that directors engage in continuing education in respect of these skills where gaps are identified. In addition, the Company occasionally engages professional advisors and other third parties to assist with the directors' awareness of regulatory developments and matters impacting on the discharge of their duties.

# **Board Committees**

The Board was assisted by the following committees during the financial year ended 31 December 2019 in discharging its responsibilities:

- Audit, Safety and Risk Committee; and
- Remuneration, Nominations and Governance Committee.

The committees have written charters that are reviewed annually. All non-executive directors may attend any committee meeting. The Chairman of each committee reports on committee proceedings at the next Board meeting, and minutes of all committee meetings are circulated to directors in subsequent Board meeting papers.

Details about the number of times each Committee met throughout the financial year ended 31 December 2019 and the attendance of each Director at those meetings can be found on page 35 of the Company's 2019 Annual Report. Further details about the skills and experience of each Board and Committee member, including each Director's length of tenure, can be found on pages 33-34 of the Company's 2019 Annual Report.

#### Audit, Safety and Risk Committee

Go to Audit, Safety and Risk Committee Charter

Boart Longyear places a high priority on safety, management of operational risks and compliance with environmental laws and regulations. The Audit, Safety and Risk Committee assist the Board in the effective discharge of its responsibilities in relation to:

- external and internal audit functions;
- accounting policies;
- financial reporting;
- financial matters including treasury risks and practices (including hedging and risk management), insurance requirements and employee benefit plan investment policies;
- performance and funding requirements;
- · business risk monitoring;
- certain legal and regulatory compliance matters;
- assessment of health, safety and environmental policies, processes and programs to ensure consistent with Company's strategy and risk tolerance; and
- review of safety, health, environmental and security related emergency response planning procedures of the Company.

The Audit, Safety and Risk Committee charter also sets out the duties of the Committee, including to:

- evaluate, and review the appointment of, the external auditor, including the provision of non-audit services;
- make recommendations on the appointment, and performance, of the internal auditor;
- review the accounting policies of the Company;
- review in detail and report to the Board on the integrity of Boart Longyear's half year and annual financial statements:
- assist the Board as required in relation to the identification of the principal financial and compliance risks faced by the Company and review steps taken by management to implement controls and otherwise mitigate risks;
- receiving and reviewing reports from management on the status of compliance with the safety, health and
  environmental policies of the Company and on compliance with all applicable regulatory requirements including,
  where considered appropriate, through internal and external audits;
- in the event of the occurrence of a material safety, health or environmental incident, which occurrence is required to be reported to appropriate regulatory authorities and may have a material effect on the financial condition or reputation of the Company, receiving and reviewing reports from management detailing the nature of the incident and describing the remedial action being taken;
- review such other safety, health and environmental matters as the Committee may consider suitable or the Board may specifically direct;
- review the cyber security risks facing the Company; and
- review proposed new (or amendments to existing) safety, health or environmental regulations in jurisdictions applicable to the Company and its Directors and officers.

Under the Audit, Safety and Risk Committee charter, the Committee is to consist of at least three members, all of which are non-executive directors, and the chairman should be an independent director who is not the Chairman of the Board. It is expected that each member of the Committee should be financially literate, and at least one member should have significant expertise in financial reporting, accounting or auditing. The current members of the Committee are Messrs Wallman (Chair), Kern, Smith and Burt.

#### **Remuneration, Nominations and Governance Committee**

Go to Remuneration and Nominations Committee Charter

The Remuneration, Nominations and Governance Committee supports the Board in the effective discharge of its responsibilities in relation to:

- remuneration of the CEO and non-executive directors;
- recruitment and retention of management; and
- · Board composition including Board diversity and succession planning.

In particular, the scope of the Committee's responsibilities include:

- reviewing the executive remuneration policy of the Company to ensure that it motivates management to pursue the Company's strategic priorities and is clearly linked to performance;
- reviewing the policy and any proposed change for the remuneration of non-executive directors, including the process for allocating the fee pool approved by shareholders;
- reviewing safety objectives for purposes of the Company's corporate bonus plan (or such other incentive programs as may be relevant) and making recommendations to the Board regarding the appropriateness of those objectives
- assessing the skills required for the Board to competently discharge its responsibilities and meet its objectives;

For the year ended 31 December 2019

- making recommendations to the Board in relation to the appointment and re-election of directors; and
- reviewing the diversity policy of the Company and reporting to the Board on whether there is any gender or other inappropriate bias in remuneration for directors, senior executives or other employees.

Under Recommendation 8.1 of the ASX Guidelines, the Committee is to consist of at least three directors, the majority of which will be independent directors and all of which will be non-executive directors. The Chair of the Committee should also be an independent director. Both the Chair (Mr Burt) and Mr Ireland are independent directors and Mr Tochilin is not independent by virtue of his employment with Centerbridge Partners

#### Performance evaluation and remuneration

#### **Board and Director performance**

The Board regularly monitors its performance and the performance of the directors and committees throughout the year and also conducts a review of their performance on an annual basis. The Board's formal assessment process includes performance assessments of the Board, Board committees and individual directors. As part of the assessment process, each director and certain executives complete a questionnaire on the operation of the Board and its committees and the performance and contributions of the directors. The results of the questionnaires are compiled by the Chairman of the Board or committee, as applicable. Board and committee performance evaluations were completed in the financial year ended 31 December 2019.

#### **Executive performance**

The Company employs a structured performance evaluation process to ensure that senior executives are motivated to deliver shareholder value and are accountable to the Board at all times. The process commences each financial year when the Board establishes and approves corporate performance objectives, as well as individual performance objectives for senior managers of the Company. The Company continuously monitors its remuneration plans and arrangements to ensure they remain appropriate for its executives, directors and shareholders.

Senior executive performance evaluations were conducted for 2019 and details of the results of these evaluations, and their impact on executive remuneration, can be found in the Remuneration Report, on pages 19-32 of the Company's 2019 Annual Report (2019 Remuneration Report). Performance against each senior executive's strategic personal objectives impacts the potential incentive an executive may receive under the Company's short-term incentive plan and long term incentive plan, which also sets corporate financial performance and safety objectives that must be met.

#### Remuneration

Go to 2019 Annual Report pages 19-32 – Remuneration Report at <a href="http://www.boartlongyear.com/company/investors/annual-reports/">http://www.boartlongyear.com/company/investors/annual-reports/</a>

Details regarding the policies and practices of Boart Longyear regarding the remuneration of non-executive directors, executive directors and senior executives are contained on pages 19-32 of the 2019 Remuneration Report. The 2019 Remuneration Report also details the results of the above performance evaluations of the Company's senior executives and the impacts on individual remuneration levels.

Non-executive directors are not entitled to receive any performance-related remuneration, such as performance related short-term or long-term cash or share incentives. Non-executive directors are remunerated by a fixed annual base fee with additional fees paid for serving on Board committees. At the 2018 Annual General Meeting of the Company, shareholders approved the non-executive directors' right to elect to receive up to 100% of their director fees in shares in the Company in lieu of cash fee payments.

Each executive director and senior executive has a written contract with the Company, details of which are included in the 2019 Remuneration Report.

# Risk management and sustainability

Go to Risk Management Policy

The Board recognises that disciplined risk management and sound internal controls are fundamental to good corporate governance, and the Company maintains an Enterprise Risk Management (ERM) system to systematically assess the consequences of risk in areas such as market, health and safety, environment, finance, legal compliance and reputation and tracks appropriate mitigation actions for identified risks. The Company's risk management framework consists of a number of controls, including:

- documented systems, procedures, authorities and delegations for the orderly management of the Company;
- policies and ethical standards, and ensuring that employees understand such obligations;
- risk-based internal audits to test the Company's controls and assist management with the enforcement of Company policies;

- certifications from management and process owners throughout the Company regarding the design and operation of risk management systems, internal controls and compliance;
- a formal risk management system, overseen by the Associate General Counsel and the Audit, Safety and Risk Committee, based on a written risk management policy; and
- regular corporate risk identification and mitigation reviews.

The Board annually reviews the risk registers prepared by corporate management as well as the risk management framework and takes reasonable steps to implement appropriate controls and otherwise mitigate risk. The Board reviewed the risk management framework for the financial year ended 31 December 2019 and is satisfied that it continues to be sound.

#### Integrity of financial reporting

Prior to approving the Company's financial statements for a reporting period, the Board receives from its Chief Executive Officer and Chief Financial Officer a declaration that, in their opinion, the financial records of the entity have been properly maintained, the financial statements comply with appropriate accounting standards and give a true and fair view of the financial position and performance of the entity, and the opinion has been formed on the basis of a sound system of risk management and internal controls that is operating effectively. Such declarations were received by the Board in respect of both the half-year and full-year financial statements for 2019.

The declarations are supported by certifications made to the Chief Executive Officer and Chief Financial Officer by certain operating and financial managers of each of the Company's divisions as well as other accounting, tax and financial personnel in the Company's significant operating jurisdictions. The certification framework provides a reasonable, but not absolute, level of assurance and does not imply a guarantee against adverse events or more volatile outcomes arising in the future. Management also reports to the Board on the effectiveness of the Company's management of material business risks.

#### Internal Audit

The Company has a robust global internal audit function which is independent from the external auditor, is staffed by three professional auditors and is led by the Company's Director of Global Audit & Risk, who reports to the Audit, Safety and Risk Committee as well as to the Vice President General Counsel and Company Secretary. Internal audit provides annual independent assurance over the effectiveness of the Company's global risk management, internal controls, and governance processes.

#### **Environmental performance and sustainability**

Go to Environment, Health and Safety Policy and Environment, Health and Safety at Boart Longyear

Boart Longyear is committed to responsible and ethical compliance with environmental matters and continuously seeks to minimise the environmental impact of its operations. The Board, with the assistance of the Audit, Safety and Risk Committee, monitors environmental performance against relevant legislation and Company values and monitors any required remedial action.

The Company's environmental sustainability efforts are focused on reducing the environmental impacts of its operations, primarily as they relate to impacts to air and water quality and waste generation and establishing strategies to reduce such impacts through improved efficiencies, conservation and recycling as well as the reduced use of any hazardous substances. Additional information about the Company's environmental sustainability efforts is available on the Company's website at <a href="http://www.boartlongyear.com/company/sustainability/">http://www.boartlongyear.com/company/sustainability/</a>.

The Company's operations are subject to various environmental regulations in the jurisdictions in which it operates, including in Australia and Canada under Commonwealth, State and Territory legislations. Applicable environmental requirements, licenses and permits are identified in each business unit's risk register, which forms part of the consolidated Company's Environmental, Health and Safety (EHS) Management System. The consolidated global EHS Risk Register is reviewed annually by the Director of EH&S to ensure that cited regulations are current and to document whether or not compliance has been achieved. Where a non-compliance is discovered, corrective actions are immediately developed to address the issue and to ensure that any reporting requirements are included in the compliance plan. All agency interactions, including inspections, meetings, hearings or the receipt of environmental citations, notices of violations, penalties or compliance orders are tracked in the corporate EHS Information Management System and reported to the Board.

Mandated facility inspections are conducted monthly by each business entity globally; the inspections contain technical, EHS standard and environmental requirements. Additionally, a system of EHS and legal internal audits, ensure legal compliance and conformance to company standards is also incorporated within the EHS Management System. The Company continues to maintain its ISO-9001 quality certification for all global manufacturing facilities.

Management and the directors are not aware of any business unit operating in material breach of any environmental regulations, including under any applicable law of the Commonwealth or of a State or Territory, during the calendar year

ended 31 December 2019 or as at the date of this report. Nor is the Company aware of any fines, citations or other significant regulatory enforcement action having been taken against the Company in Australia or any other jurisdiction during such period.

#### **Material risks**

Go to 2019 Annual Report, pages 17-18 - Key Risks at http://www.boartlongyear.com/company/investors/annual-reports/

Details regarding the material market, operational, liquidity and indebtedness, tax, government and regulatory risks faced by the Company are contained on pages 17-18 of the Company's 2019 Annual Report. This section of the Annual Report explains the Company's exposure to various risks and how the exposure is managed.

## **Boart Longyear's policies**

### Code of Business Conduct, values and actions

Go to Code of Business Conduct

Boart Longyear's directors, management and employees are required to adhere to the Company's core values, act with integrity at all times and maintain high ethical standards. The Code of Business Conduct (**Code**) also applies to anyone working on behalf of the Company including vendors, suppliers, service providers, consultants and other third parties. The Company's Code addresses a broad range of matters, including:

- conflicts of interest and the preservation and proper use of Company assets;
- protection of confidential and commercially sensitive information;
- employment legislation;
- competition law and fair dealing;
- environmental protection, health and safety considerations;
- improper payments, bribery and money laundering, including transactions with government officials;
- financial reporting and accurate record-keeping; and
- each person's affirmative duty to report violations of policy or law through a global confidential compliance helpline (by telephone and by internet) monitored by a third party service provider.

The Company supplements the Code of Business Conduct with additional global policies that provide more detailed guidance on substantive legal requirements and other principles and requires each employee to successfully complete annual compliance training courses on an ongoing basis. Such additional policies include:

- Whistleblower and Retaliation Policy;
- Workforce Diversity Policy;
- Environmental, Health & Safety and Environmental Sustainability Program;
- Competition and Antitrust;
- Anti-bribery and Anti-money Laundering;
- Procurement Practices and Global Purchasing:
- Information Security;
- · Global Record Retention; and
- Social Media.

In addition, the Company maintains, and actively promotes the use of, several systems for employees and other persons to report potential violations of the Code of Business Conduct and other policies. Reported concerns are investigated by the Company's legal department or external legal counsel and reported to the Board.

### **Securities Trading Policy**

Go to Securities Trading Policy

The Company's Securities Trading Policy sets out the circumstances in which Key Management Personnel (**KMP**) including directors and senior employees and all other employees are permitted to trade in the Company's shares. The policy sets out the Company's rules for dealing in securities and the procedures KMP and other designated employees must follow for prior approval to deal in Company securities. The policy establishes closed periods when transactions may not take place and also includes prohibitions against short-term trading and hedging or other transactions.

#### Workforce diversity

Go to Workforce Diversity Policy

In accordance with Company's Workforce Diversity Policy, the objectives that follow, and noted progress towards achieving those objectives, were reported to the Remuneration and Nominations Committee. Given the Company's continued focus on controlling overhead costs, employment opportunities were limited in 2019. The limited recruitment opportunities have impacted progress towards the Company's diversity objectives as noted below.

• <u>Objective</u>: Continue progress in increasing female representation among all employees (excluding drillers and driller helpers) and more specifically in senior management.

#### 2019 results:

- Female representation among all employees (excluding drillers and driller helpers) remained flat at 16.7% (compared to 16.8% in 2018 and 16.4% in 2017);
- Female representation among senior managers reduced to 12.2% (from 12.8% in 2018 and 11.4% in 2017); and
- During 2019, the Board's female gender diversity composition decreased from 2018.
- <u>Objective</u>: Assess current recruiting practices to ensure directors and employees are selected from a diverse pool
  of candidates. Identify and utilise alternative recruiting sources targeting female and minority candidates.

#### 2019 results:

- Some progress was made on this objective (small increases as noted above), as recruitment activity in 2019 was low.
- <u>Objective</u>: Continue to increase participation in diversity programs, train and upskill nationals and indigenous in various countries.

#### 2019 results:

- Canada In 2019 Canada's diversity initiative continued to focus on its First Nation partners and increasing women in the workforce. During the year, employment and training programs were established with KKETS, a First Nation agency representing 7 different bands in Northern Ontario. A training program was also established with Aboriginal Women in Mining in which personnel and funding was supplied while Boart Longyear trained the participants. In an effort to create a more diverse candidate pool, Boart Longyear also took part in the diversity in Mining career fair and the diversity in Mining seminar held by the Human Resources department of the Ministry of Mining in Ontario.
- o <u>Indonesia</u> continued several external training programs to national employees to further upskill nationals. In 2019, 14 nationals were trained or certified for 9 modules. In 207, 69 nationals were trained or certified for 18 modules and in 2018, 13 nationals were trained or certified for 3 modules. In 2019, one Indonesian national took over expatriate role as a Site Manager, whilst four nationals received promotions to supervisory and technical lead roles in drilling, maintenance and supply chain.
- Laos In 2019, Laos continued several training programs for national employees: 39 national employees were certified for 1 module; 106 employees were certified for BITS training for 28 modules; and SWP training certificates for 79 employees for 24 modules. Also in 2019, 3 drillers were promoted to Driller Field Supervisor and 4 driller assistants were promoted to Driller. Laos' growth in operating rigs and workforce has provided an opportunity to increase female representation on Drill Crews, with 12 female Driller Assistants employed in 2019, representing 12% of 2019 new hires and 6.67% of overall Driller Assistants.

The levels of gender diversity as at 31 December 2019 were:

Gender Diversity	Male	Female	
Total Employees	91.2%	8.8%	
Total Employees (excl. Drillers and Driller Helpers)	83.3%	16.7%	
Senior Managers	87.8%	12.2%	
Board of Directors	100%	0%	

The Company defines a "senior manager," as reflected in the above table, as an employee with a title of "director" or above. At 31 December 2019, there were 41 employees at or above such a level among a global workforce of 4,537 employees.

#### Continuous disclosure and communication with shareholders

Go to External Communications Policy and Boart Longyear - Corporate Governance

The Board aims to ensure that all of its shareholders and the market are kept fully and promptly informed of all potentially price-sensitive developments and changes that are likely to materially affect the Company's operations, financial results or business prospects.

Boart Longyear's External Communications Policy details the Company's continuous disclosure obligations and how the Company manages those obligations. The Company ensures that information is appropriately disclosed to the market in a timely and effective manner through a variety of internal reporting and regular information monitoring processes that are overseen by the directors, the Company secretaries and management's Executive Committee. The External Communications Policy also establishes protocols for external communications to ensure that all such communications are factual, subject to internal review and authorisation prior to issue, contain all material information and are timely and expressed in a clear and objective manner.

Where a new and substantive investor or analyst presentation is given by the Company, a copy of the presentation materials is released on the ASX Market Announcements Platform ahead of the presentation.

Boart Longyear values engagement with its shareholders, providing an understanding to the market of the Company's business, performance and governance. The Company uses the following procedures for engaging with its shareholders:

- Periodic Reporting: The Company produces financial statements for its shareholders and other interested parties
  twice per year and allows shareholders to receive these documents by mail or access them electronically
  (<a href="https://www.boartlongyear.com/company/investors/earnings-reports/">https://www.boartlongyear.com/company/investors/earnings-reports/</a>). In addition, the Company endeavours to
  provide key operational and financial performance indicators on at least a quarterly basis throughout the year.
- Annual General Meeting: Shareholders are encouraged to attend the Annual General Meeting each year and are
  provided with an explanatory memorandum on the resolutions proposed through the Notice of Meeting. If
  unavailable to attend, shareholders are encouraged to appoint a proxy to vote/attend on their behalf. The
  Company requires its external auditor to attend each Annual General Meeting and be available to answer
  questions from shareholders about the conduct of the audit and the preparation and contents of the auditor's
  report.
- Website: The Boart Longyear website provides information on the Company's products and services as well as
  information useful to shareholders and market participants (<a href="https://www.boartlongyear.com">https://www.boartlongyear.com</a>). In particular, the
  Investor and Corporate Governance sections direct shareholders to information likely to be of greatest interest to
  them.
- Investor Relations: On its website at <a href="http://www.boartlongyear.com/company/investors/">http://www.boartlongyear.com/company/investors/</a>, the Company posts prompt and relevant communications for shareholders and the market generally to access, such as ASX announcements and financial results.. Investors and shareholders can also contact the Company or its share registry, Link Market Services, directly by email or by mail and can in turn choose to receive communications electronically.

#### **Donations**

Boart Longyear contributes to the communities in which it works with donations, sponsorship and practical support. The Company does not make political donations. The Company's Charitable Giving Policy formally establishes the framework and requirements for all charitable giving by, and on behalf of, all Company operations and units. The policy aims to align Company charitable giving with the charitable interests of employees and regional operations by soliciting proposals directly from them in order to target projects and causes in which the employees and regional operations actively participate. The Company targets projects that have clear objectives and outcomes promoting the following:

- Education and opportunities for children programs and opportunities that assist young people to develop marketable skills and competencies, particularly in the areas of engineering, science and technology; and
- Health and preventive care programs that improve the health and safety of employees, their families and their
  communities by improving access to critical resources and addressing endemic illnesses, including providing
  access to clean water sources and supporting the development of malaria vaccinations and treatments.

The Company's charitable giving policy is overseen by its management Executive Committee.

Rules 4.7.3 and 4.10.31

# **Appendix 4G**

# **Key to Disclosures**Corporate Governance Council Principles and Recommendations

Introduced 01/07/14 Amended 02/11/15

Name	of entity	
BOAF	RT LONGYEAR LIMITED	
ABN /	ARBN	Financial year ended:
49 12	3 052 728	31 December 2019
Our c	orporate governance statement <sup>2</sup> for	the above period above can be found at:3
	These pages of our annual report:	
	This URL on our website:	

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.

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 "OR" at the end of the selection and you delete the other options, you can also, if you wish, delete the "OR" at the end of the selection.

<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.

<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.

<sup>+</sup> See chapter 19 for defined terms

# ANNEXURE - KEY TO CORPORATE GOVERNANCE DISCLOSURES

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 $\dots^4$
PRINC	IPLE 1 – LAY SOLID FOUNDATIONS FOR MANAGEMENT AND OVI	ERSIGHT	
1.1	A listed entity should disclose:  (a) the respective roles and responsibilities of its board and management; and  (b) those matters expressly reserved to the board and those delegated to management.	the fact that we follow this recommendation:  in our Corporate Governance Statement 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):  at <a href="https://www.boartlongyear.com/wp-content/uploads/Revised-BOD-Charter-11.26.19.pdf">https://www.boartlongyear.com/wp-content/uploads/Revised-BOD-Charter-11.26.19.pdf</a>	
1.2	A listed entity should:     (a) undertake appropriate checks before appointing a person, or putting forward to security holders a candidate for election, as a director; and     (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.	the fact that we follow this recommendation:  in our Corporate Governance Statement	
1.3	A listed entity should have a written agreement with each director and senior executive setting out the terms of their appointment.	the fact that we follow this recommendation:  in our Corporate Governance Statement	
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.	the fact that we follow this recommendation:  in our Corporate Governance Statement	

+ See chapter 19 for defined terms 2 November 2015 Page 2

<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	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 $\ldots^4$
1.5	A listed entity should:  (a) have a diversity policy which includes requirements for the board or 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;  (b) disclose that policy or a summary of it; and  (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 achieving them and either:  (1) the respective proportions of men and women on the board, in senior executive positions and across the whole organisation (including how the entity has defined "senior executive" for these purposes); or  (2) if the entity is a "relevant employer" under the Workplace Gender Equality Act, the entity's most recent "Gender Equality Indicators", as defined in and published under that Act.	the fact that we have a diversity policy that complies with paragraph (a):  in our Corporate Governance Statement and a copy of our diversity policy or a summary of it:  at <a href="https://www.boartlongyear.com/wp-content/uploads/Boart-Longyear-Workforce-Diversity-Policy.pdf">https://www.boartlongyear.com/wp-content/uploads/Boart-Longyear-Workforce-Diversity-Policy.pdf</a> and the measurable objectives for achieving gender diversity set by the board or a relevant committee of the board in accordance with our diversity policy and our progress towards achieving them:  in our Corporate Governance Statement and the information referred to in paragraphs (c)(1) or (2):  in our Corporate Governance Statement	
1.6	A listed entity should:     (a) have and disclose a process for periodically evaluating the performance of the board, its committees and individual directors; and     (b) disclose, in relation to each reporting period, whether a performance evaluation was undertaken in the reporting period in accordance with that process.	the evaluation process referred to in paragraph (a):  in our Corporate Governance Statement and the information referred to in paragraph (b):  in our Corporate Governance Statement	
1.7	A listed entity should:  (a) have and disclose a process for periodically evaluating the performance of its senior executives; and  (b) disclose, in relation to each reporting period, whether a performance evaluation was undertaken in the reporting period in accordance with that process.	the evaluation process referred to in paragraph (a):  in our Corporate Governance Statement and the information referred to in paragraph (b):  in our Corporate Governance Statement	

<sup>+</sup> See chapter 19 for defined terms 2 November 2015

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 $\ldots^4$
PRINCI	PLE 2 - STRUCTURE THE BOARD TO ADD VALUE		
2.1	The board of a listed entity should:  (a) have a nomination committee which:  (1) has at least three members, a majority of whom are independent directors; and  (2) is chaired by an independent director, and disclose:  (3) the charter of the committee;  (4) the members of the committee; and  (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  (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.	[If the entity complies with paragraph (a):] the fact that we have a Remuneration, Nominations and Governance committee that complies with paragraphs (1) and (2):  in our Corporate Governance Statement and a copy of the charter of the committee:  at <a href="https://www.boartlongyear.com/wp-content/uploads/Remuneration-and-Nomination-Committee-Charter-11-26-2019-FINAL.pdf">https://www.boartlongyear.com/wp-content/uploads/Remuneration-and-Nomination-Committee-Charter-11-26-2019-FINAL.pdf</a> and the information referred to in paragraphs (4) and (5):  in our Corporate Governance Statement and  the number of meetings held by the committee and attendances of members is contained in our 2019 Annual Report available at: <a href="http://www.boartlongyear.com/company/investors/annual-reports/">http://www.boartlongyear.com/company/investors/annual-reports/</a>	
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.	our board skills matrix:  in our Corporate Governance Statement	
2.3	A listed entity should disclose:     (a) the names of the directors considered by the board to be independent directors;     (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     (c) the length of service of each director.	the names of the directors considered by the board to be independent directors:  in our Corporate Governance Statement and, where applicable, the information referred to in paragraph (b):  in our Corporate Governance Statement and the length of service of each director:  at pages 33-34 of our 2019 Annual Report at http://www.boartlongyear.com/company/investors/annual-reports/	

<sup>+</sup> See chapter 19 for defined terms 2 November 2015

# Appendix 4G Key to Disclosures Corporate Governance Council Principles and Recommendations

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 $\dots^4$
2.4	A majority of the board of a listed entity should be independent directors.	the fact that we follow this recommendation:  in our Corporate Governance Statement	
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.	the fact that we follow this recommendation from 1 September 2019 to present:  in our Corporate Governance Statement	an explanation why that is so in our Corporate Governance Statement
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.	the fact that we follow this recommendation:  in our Corporate Governance Statement	
PRINCI	PLE 3 – ACT ETHICALLY AND RESPONSIBLY		
3.1	A listed entity should:  (a) have a code of conduct for its directors, senior executives and employees; and  (b) disclose that code or a summary of it.	our code of conduct or a summary of it:  in our Corporate Governance Statement and our Code of Business Conduct is accessible at: <a href="https://www.boartlongyear.com/wp-content/uploads/BOART-COC_English_EXT2017V6.pdf">https://www.boartlongyear.com/wp-content/uploads/BOART-COC_English_EXT2017V6.pdf</a>	

<sup>+</sup> See chapter 19 for defined terms 2 November 2015

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 $\dots^4$
PRINCIP	PLE 4 – SAFEGUARD INTEGRITY IN CORPORATE REPORTING		
4.1	The board of a listed entity should:  (a) have an audit committee which:  (1) has at least three members, all of whom are non-executive directors and a majority of whom are independent directors; and  (2) is chaired by an independent director, who is not the chair of the board, and disclose:  (3) the charter of the committee;  (4) the relevant qualifications and experience of the members of the committee; and  (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  (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.	[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 and a copy of the charter of the committee:  at <a href="https://www.boartlongyear.com/wp-content/uploads/ASR-Committee-Charter-2017.pdf">https://www.boartlongyear.com/wp-content/uploads/ASR-Committee-Charter-2017.pdf</a> and the information referred to in paragraphs (4) and (5):  in our 2019 Annual Report at pages 33-35 which may be accessed at <a href="https://www.boartlongyear.com/company/investors/annual-reports/">https://www.boartlongyear.com/company/investors/annual-reports/</a>	
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.	the fact that we follow this recommendation:  in our Corporate Governance Statement	
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.	the fact that we follow this recommendation: in our Corporate Governance Statement	

<sup>+</sup> See chapter 19 for defined terms 2 November 2015

# Appendix 4G Key to Disclosures Corporate Governance Council Principles and Recommendations

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 $\dots^4$
PRINCI	PLE 5 – MAKE TIMELY AND BALANCED DISCLOSURE		
5.1	A listed entity should:  (a) have a written policy for complying with its continuous disclosure obligations under the Listing Rules; and  (b) disclose that policy or a summary of it.	our continuous disclosure compliance policy or a summary of it:  in our Corporate Governance Statement and  our External Communications Policy may be accessed at <a href="http://www.boartlongyear.com/wp-content/uploads/External-Communications-Policy.pdf">http://www.boartlongyear.com/wp-content/uploads/External-Communications-Policy.pdf</a>	
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 <a href="http://www.boartlongyear.com/">http://www.boartlongyear.com/</a> and information about our governance may be found at <a href="http://www.boartlongyear.com/company/corporate-profile/corporate-governance/">http://www.boartlongyear.com/company/corporate-profile/corporate-governance/</a>	
6.2	A listed entity should design and implement an investor relations program to facilitate effective two-way communication with investors.	the fact that we follow this recommendation:  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.	our policies and processes for facilitating and encouraging participation at meetings of security holders:  in our Corporate Governance Statement	
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.	the fact that we follow this recommendation:  in our Corporate Governance Statement	

<sup>+</sup> See chapter 19 for defined terms 2 November 2015

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 $\dots^4$		
PRINCIPLE 7 – RECOGNISE AND MANAGE RISK					
7.1	The board of a listed entity should:  (a) have a committee or committees to oversee risk, each of which:  (1) has at least three members, a majority of whom are independent directors; and  (2) is chaired by an independent director, and disclose:  (3) the charter of the committee;  (4) the members of the committee; and  (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  (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.	[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 and a copy of the charter of the committee:  at <a href="https://www.boartlongyear.com/wp-content/uploads/ASR-Committee-Charter-2017.pdf">https://www.boartlongyear.com/wp-content/uploads/ASR-Committee-Charter-2017.pdf</a> and the information referred to in paragraphs (4) and (5):  in our Corporate Governance Statement and  the number of meetings of the committee and attendances of members may be found on page 35 of our 2019 Annual Report accessible at: <a href="https://www.boartlongyear.com/company/investors/annual-reports">https://www.boartlongyear.com/company/investors/annual-reports</a>			
7.2	The board or a committee of the board should:  (a) review the entity's risk management framework at least annually to satisfy itself that it continues to be sound; and  (b) disclose, in relation to each reporting period, whether such a review has taken place.	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:  in our Corporate Governance Statement and that such a review has taken place in the reporting period covered by this Appendix 4G:  in our Corporate Governance Statement			
7.3	A listed entity should disclose:  (a) if it has an internal audit function, how the function is structured and what role it performs; or  (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.	[If the entity complies with paragraph (a):] how our internal audit function is structured and what role it performs:  in our Corporate Governance Statement			

<sup>+</sup> See chapter 19 for defined terms 2 November 2015

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 $\dots^4$
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.	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:  in our Corporate Governance Statement and  in our 2019 Annual Report at pages 17-18 accessible at <a href="http://www.boartlongyear.com/company/investors/annual-reports/">http://www.boartlongyear.com/company/investors/annual-reports/</a>	

<sup>+</sup> See chapter 19 for defined terms 2 November 2015

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 $\ldots^4$			
PRINCIPLE 8 – REMUNERATE FAIRLY AND RESPONSIBLY						
8.1	The board of a listed entity should:  (a) have a remuneration committee which:  (1) has at least three members, a majority of whom are independent directors; and  (2) is chaired by an independent director, and disclose:  (3) the charter of the committee;  (4) the members of the committee; and  (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  (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.	[If the entity complies with paragraph (a):] the fact that we have a Remuneration, Nominations and Governance committee that complies with paragraphs (1) and (2):  in our Corporate Governance Statement and a copy of the charter of the committee:  at <a href="https://www.boartlongyear.com/wp-content/uploads/Remuneration-and-Nomination-Committee-Charter-11-26-2019-FINAL.pdf">https://www.boartlongyear.com/wp-content/uploads/Remuneration-and-Nomination-Committee-Charter-11-26-2019-FINAL.pdf</a> and the information referred to in paragraphs (4) and (5):  in our Corporate Governance Statement and  the number of committee meetings and attendances of members may be found on page 35 of our 2019 Annual Report accessible at: <a href="http://www.boartlongyear.com/company/investors/annual-reports/">http://www.boartlongyear.com/company/investors/annual-reports/</a>				
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.	separately our remuneration policies and practices regarding the remuneration of non-executive directors and the remuneration of executive directors and other senior executives:  in our Corporate Governance Statement and in our Remuneration Report on pages 19-32 of our 2019 Annual Report accessible at: <a href="http://www.boartlongyear.com/company/investors/annual-reports/">http://www.boartlongyear.com/company/investors/annual-reports/</a>				
8.3	A listed entity which has an equity-based remuneration scheme should:     (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     (b) disclose that policy or a summary of it.	our policy on this issue or a summary of it:  in our Corporate Governance Statement and  within our Securities Trading Policy which may be accessed at:  http://www.boartlongyear.com/wp-content/uploads/Securities- trading-policy-December-15-2010-revision.pdf				

<sup>+</sup> See chapter 19 for defined terms 2 November 2015