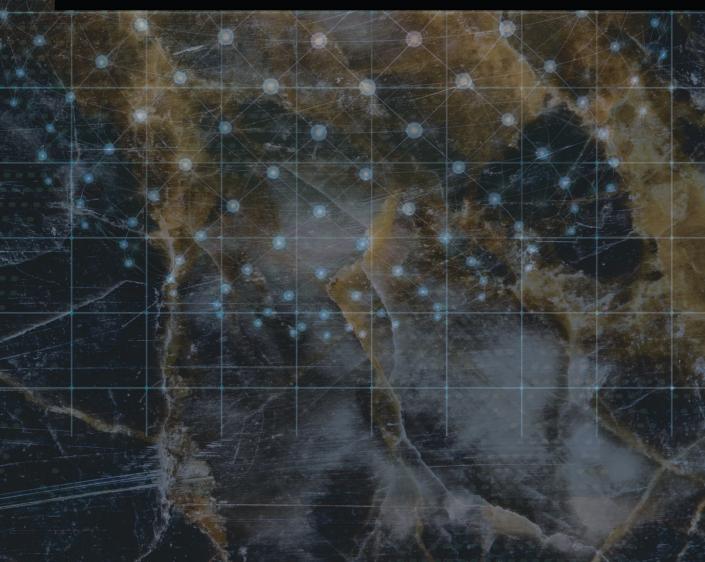


# **BOART LONGYEAR**<sup>™</sup> NOTICE OF ANNUAL GENERAL MEETING 2021



# NOTICE OF ANNUAL GENERAL MEETING

# Boart Longyear Limited ABN 49 123 052 728

Notice is given that the Annual General Meeting (**AGM** or **Meeting**) of shareholders of Boart Longyear Limited (**Company**) will be held via an online platform at <u>https://agmlive.link/BLY21</u> on Wednesday, 26 May 2021, commencing at 9:00am (AEST), for the purpose of transacting the business set out in this notice (**Notice of Meeting**)

Information about participating in the Meeting is set out in the *Virtual Meeting Online Guide* which is available at <a href="https://www.boartlongyear.com/wp-content/uploads/BLY-Virtual-Meeting-Online-Guide-.pdf">https://www.boartlongyear.com/wp-content/uploads/BLY-Virtual-Meeting-Online-Guide-.pdf</a>

The **Explanatory Statement** and Voting Form accompanying this Notice of Meeting are incorporated into and form part of this Notice of Meeting.

#### ORDINARY BUSINESS

# A. <u>CONSIDERATION OF REPORTS</u>

To receive and consider the Financial Report, the Directors' Report and the Independent Audit Report of the Company for the financial year ended 31 December 2020.

The Company's 2020 Annual Report, which contains the Financial Report, the Directors' Report and Independent Audit Report for the year ended 31 December 2020, is available to all shareholders on the Company's website at <u>www.boartlongyear.com/company/investors/annual-reports</u>.

#### B. ITEMS FOR APPROVAL - ORDINARY BUSINESS

#### Resolution 1 Re-election of Mr Jason Ireland

To consider and, if thought fit, to pass the following as an ordinary resolution of the Company:

"That Mr Jason Ireland, having been appointed as an additional director to the Board of the Company on 1 September 2017 in accordance with the Company's Constitution and having offered himself for election and being eligible, is hereby re-elected as a director of the Company in accordance with ASX Listing Rule 14.4."

#### **Resolution 2** Re-election of Mr Robert Smith

To consider and, if thought fit, to pass the following as an ordinary resolution of the Company:

"That Mr Robert Smith, having been appointed as an additional director to the Board of the Company on 1 September 2017 in accordance with the Company's Constitution and having offered himself for election and being eligible, is hereby re-elected as a director of the Company in accordance with ASX Listing Rule 14.4."

#### **Resolution 3** Remuneration Report

To consider and, if thought fit, to pass the following resolution as an ordinary resolution of the Company:

"That, in accordance with section 250R(2) of the Corporations Act 2001 (Cth), the Remuneration Report as set out in the Company's Annual Report for the financial year ended 31 December 2020, be adopted."

Note: The vote on this resolution is advisory only and does not bind the Directors or the Company.

#### Voting Exclusion Statement - Resolution 3

A vote on Resolution 3 must not be cast (in any capacity) by, or on behalf of, the following persons:

- (a) a member of the Key Management Personnel (**KMP**), whose remuneration details are included in the 2020 Remuneration Report; or
- (b) a closely related party of such KMP (including close family members and companies the KMP controls).

However, a person described above may cast a vote on Resolution 3 as a proxy if the vote is not cast on behalf of a person described above and either:

- (a) the proxy appointment is in writing that specifies the way the proxy is to vote (e.g. for, against, abstain) on the resolution; or
- (b) the vote is cast by the Chair of the Meeting (**Chair**) and the appointment of the chair as proxy:
  - (i) does not specify the way the proxy is to vote on the resolution; and
  - (ii) expressly authorises the Chair to exercise the proxy even if the resolution is connected directly or indirectly with the remuneration of a member of the KMP.

In accordance with section 250BD of the *Corporations Act 2001 (Cth)* (**Corporations Act**), a vote must not be cast on Resolution 3 as a proxy by a member of the KMP at the date of the AGM, or a closely related party of those persons, unless it is cast as proxy for a person entitled to vote in accordance with their directions. This restriction on voting undirected proxies does not apply to the Chair of the Meeting where the proxy appointment expressly authorises the Chair of the Meeting to exercise undirected proxies even if the resolution is connected, directly or indirectly, with the remuneration of the KMP.

As used in this Notice, "key management personnel" and "closely related party" have the same meaning as set out in the Corporations Act.

#### **INFORMATION FOR SHAREHOLDERS**

#### No attendance at physical venue

Shareholders will not be able to attend the AGM at a physical venue. Shareholders will be able to participate in our AGM:

- by joining an online meeting in real time via our online platform at <a href="https://agmlive.link/BLY21">https://agmlive.link/BLY21</a>;
- by asking questions of the Board or our external auditor:
  - o before the AGM by lodging questions online at https://www.linkmarketservices.com.au; or
  - o during the AGM via the online platform; and
- voting on the resolutions to be considered at the AGM either by lodging the enclosed Voting Form before the AGM or by voting online during the AGM.

or by a combination of these steps.

#### Voting on resolutions to be considered at the AGM

The following section sets out important information about how Shareholders can vote on the resolutions to be considered at the AGM.

#### Entitlement to vote

In accordance with Regulation 7.11.37 of the *Corporations Regulations 2001*, the Board has determined that persons who are registered holders of shares of the Company as at 7:00 pm (AEST) on Monday, 24 May 2021 will be entitled to vote at the AGM as a shareholder. Accordingly, transactions registered after that time will be disregarded for determining which shareholders are entitled to participate and vote at the AGM.

If more than one joint holder of shares is virtually present at the AGM (whether by proxy, by attorney or by representative) and tenders a vote, only the vote of the joint holder whose name appears first on the register will be counted.

#### Online voting at the AGM

Shareholders who wish to vote during the AGM using the online platform will have the opportunity to lodge a direct vote on the Resolutions to be considered at the AGM at any time between the commencement of the AGM and the close of voting at the AGM as announced by the Chair of the Meeting during the AGM.

More information about how to use the online platform for voting online during the AGM is provided in the Virtual Meeting Online Guide (**Online Guide**). Shareholders using the online platform may vote all or part of their holdings on each Resolution in accordance with the instructions in the Online Guide. If you intend to use the online platform to submit a direct vote during the AGM, we suggest that you check that the online platform works on your device well in advance of the AGM. Further instructions are provided in the Online Guide.

As there will be no physical meeting, direct online voting will be the only way in which shareholders can vote during the AGM.

# All resolutions will be by poll

In accordance with rules 33(e) and 36(a) of the Company's Constitution, the Chair of the Meeting intends to demand a poll on each of the resolutions proposed at the AGM. Each resolution considered at the AGM will therefore be conducted by a poll, rather than on a show of hands. The Chair considers voting by poll to be in the best interests of the shareholders as a whole and is a way to ensure the views of as many shareholders as possible are represented at the Meeting.

#### Appointment of proxies

A shareholder may appoint up to two proxies and specify the proportion or number of votes each proxy may exercise. If the shareholder does not specify the proportion or number of votes to be exercised, each proxy may exercise half of the shareholder's votes.

Details for completion and lodgement of proxies are on the reverse side of the Voting Form. To be effective, the proxy must be received at the share registry of the Company no later than 9:00 am (AEST) on Monday, 24 May 2021. Proxies must be received before that time by one of the following methods:

Online at:	www.linkmarketservices.com.au
By post:	Boart Longyear Limited c/ - Link Market Services Limited Locked Bag A14 Sydney South NSW 1235 Australia
Facsimile:	In Australia (02) 9287 0309 From outside Australia +61 2 9287 0309
By delivery:	Link Market Services Limited Level 12, 680 George Street Sydney NSW 2000

# Voting by Attorney

A Voting Form and the original power of attorney, if any, under which the Voting Form is signed (or a certified copy of that power of attorney or other authority) must be received by the Company no later than 9:00 am AEST on Monday, 24 May 2021, being not later than 48 hours before the AGM.

#### **Corporate Representatives**

A body corporate that is a shareholder, or that has been appointed as a proxy, is entitled to appoint any person to act as its representative. The appointment of the representative must comply with the requirements under section 250D of the Corporations Act. The representative must submit a properly executed *Certificate of Appointment of Corporate Representative* (available from the Company's share registry) by no later than 9:00am on Monday, 24 May 2021, by one of the above identified methods.

#### SHAREHOLDER QUESTIONS

Shareholders may submit questions about the items of business to be considered at the AGM or to the Company's auditor in relation to the content of the Auditor's Report or the conduct of the audit of accounts for the year ended 31 December 2020 by lodging questions online at <u>https://www.linkmarketservices.com.au</u> or during the virtual AGM via the online platform. Online questions should be submitted prior to 5:00pm (Sydney time) on 17 May 2021.

By order of the Board of Directors.

Nora R Pincus Company Secretary

# EXPLANATORY STATEMENT

This Explanatory Statement has been prepared for shareholders in relation to the business to be conducted at the Company's 2021 Annual General Meeting and forms part of the Notice of Meeting.

The purpose of this Explanatory Statement is to provide shareholders with information they may reasonably require to decide how to vote upon the Resolutions. The Directors recommend that shareholders read this Explanatory Statement before determining whether or not to support a resolution.

Resolutions 1 and 2 are ordinary resolutions. An ordinary resolution requires a simple majority of votes cast by shareholders entitled to vote on the resolution. Resolution 3, relating to the Remuneration Report, is an advisory resolution and does not bind the Directors or the Company.

# **ORDINARY BUSINESS**

# A. RECEIPT OF THE FINANCIAL STATEMENTS AND REPORTS

The 2020 Annual Report, including the Financial Statements, Director's Report and the Auditor's Report included in the 2020 Annual Report (**Reports**), for the Company and its subsidiaries for the year ended 31 December 2020 can be downloaded from Company's website at www.boartlongyear.com/company/investors/annual-reports.

Neither the Corporations Act nor the Company's Constitution requires shareholders to vote on the Reports. However, shareholders will be given a reasonable opportunity to ask questions on the Reports at the Meeting.

Following consideration of the Reports, the Chair of the Meeting will give shareholders a reasonable opportunity to ask questions about, or comment on the management of the Company.

The Chair of the Meeting will also give shareholders a reasonable opportunity to ask the Auditor questions relevant to:

- a) the conduct of the audit;
- b) the preparation and content of the Independent Auditor's Report;
- c) the accounting policies adopted by the Company in relation to the preparation of the financial statements; and
- d) the independence of the Auditor in relation to the conduct of the audit.

Shareholders may address written questions to the Chair of the Meeting about the management of the Company or to the Company's Auditor, Deloitte, before the AGM by lodging questions online at <a href="https://www.linkmarketservices.com.au">https://www.linkmarketservices.com.au</a> or during the AGM via the online platform.

#### B. **RESOLUTIONS**

## Resolution 1 Re-election of Mr Jason Ireland

The Board appointed Mr Jason Ireland as an independent Non-Executive Director of the Company, pursuant to rule 44(d) of the Company's Constitution, on 1 September 2017. In accordance with rule 44(d) of the Company's Constitution, Mr. Ireland retires from office at the conclusion of the AGM and is eligible for reelection as a Director of the Company. If shareholders do not approve the re-election of Mr Ireland, then he will cease to be a Director at the conclusion of the Meeting.

ASX Listing Rule 14.4 provides that a director appointed to fill a casual vacancy or as an addition to the Board must not hold office (without re-election) past the next annual general meeting of the Company.

The Board considered whether Jason Ireland had any interest, position or relationship that may interfere with his independence as a Director, having regard to each of the relevant factors as set out in the ASX Corporate Governance Council Principles & Recommendations (4<sup>th</sup> edition) (**ASX Principles**). The Board considers that Jason Ireland (if re-elected), will continue to be an independent Director.

Mr. Ireland is a member of the Remuneration, Nominations & Governance Committee and is based in Sydney, Australia. He is a Partner of McGrathNicol and has over 25 years of experience in strategic reviews and implementation of performance improvement and restructuring initiatives across a range of industries. In the past ten years, he has spent considerable time in the mining services sector, advising boards and financiers on operations in key mining regions around the world. Prior to joining McGrathNicol in 2005, Mr. Ireland was a Senior Manager at KPMG.

Mr. Ireland holds a Bachelor of Business from Charles Sturt University and is a member of Chartered Accountants Australia and New Zealand and a Registered Liquidator.

Prior to submitting himself for re-election, Jason Ireland confirmed that he would continue to have sufficient time to properly fulfil his duties and responsibilities to the Company.

The Board supports the re-election of Jason Ireland as he will contribute to the Board significant experience in the areas of Mining Services and Operations, Accounting & Finance, Mergers & Acquisitions, Human Resources and Governance.

For the reasons set out above, the Directors, with Jason Ireland abstaining, unanimously recommend shareholders vote in favour of Resolution 1.

# **Resolution 2** Re-election of Mr Robert Smith

The Board appointed Mr Robert Smith as an independent Non-Executive Director of the Company pursuant to rule 44(d) of the Company's Constitution on 1 September 2017. In accordance with rule 44(d) of the Company's Constitution, Mr. Smith retires from office at the conclusion of the AGM and is eligible for re-election as a Director of the Company. If shareholders do not approve the re-election of Mr. Smith, then he will cease to be a Director at the conclusion of the Meeting.

ASX Listing Rule 14.4 provides that a director appointed to fill a casual vacancy or as an addition to the Board must not hold office (without re-election) past the next annual general meeting of the Company.

The Board considered whether Robert Smith had any interest, position or relationship that may interfere with his independence as a Director, having regard to each of the relevant factors as set out in the ASX Corporate Governance Council Principles & Recommendations (4<sup>th</sup> edition) (**ASX Principles**). The Board considers that Robert Smith (if re-elected), will continue to be an independent Director.

Mr. Smith is a member of the Audit, Safety & Risk Committee.

Mr. Smith is a Partner of McGrathNicol. Based in Melbourne, Australia, he specialises in business restructuring and performance improvement and has led numerous complex assignments often involving prominent listed entities and/or multi-lender banking syndicates. Mr. Smith's experience covers a wide variety of industries, including mining and mining services, energy, power and utilities, manufacturing, retail, media, information technology and financial services. Prior to joining McGrathNicol in 2009, Mr. Smith was an Associate Director in Ernst & Young's Transaction and Assurance divisions. Mr. Smith began his career as an accountant with Arthur Andersen.

Mr. Smith is a member of Chartered Accountants Australia and New Zealand, a Member of the Australian Institute of Company Directors and a Registered Liquidator. He holds a Bachelor of Commerce from the University of Melbourne and a Graduate Diploma in Applied Finance and Investment.

Prior to submitting himself for re-election, Robert Smith confirmed that he would continue to have sufficient time to properly fulfil his duties and responsibilities to the Company.

The Board supports the election of Robert Smith as he will contribute to the Board significant experience in the areas of Mining Operations and Services, Finance and Accounting, Mergers & Acquisitions, Human Resources, and Governance.

For the reasons set out above, the Directors, with Robert Smith abstaining, unanimously recommend shareholders vote in favour of Resolution 2.

#### **Resolution 3** Remuneration Report

Section 250R(2) of the Corporations Act requires that the section of the Directors' Report dealing with the remuneration of directors and KMP of the Company (**Remuneration Report**) be put to the vote of shareholders for adoption by way of a non-binding vote. The vote on this resolution is advisory only and does not bind the Directors or the Company. However, the Board will take the outcome of the vote into account in setting its remuneration policy for future years.

As set out in the Remuneration Report, the Company's remuneration philosophy and practices aim to set Board and executive compensation at levels that are fair and reasonable and competitive with relevant market practice as well as to assist the Company to recruit, retain and motivate skilled and talented people across the Company's operations. Wherever possible, the Company's remuneration practices and governance are consistent with best practice for Australian listed companies, adapted where necessary to the needs of a multinational company operating in some 40 countries worldwide and headquartered in the United States. These policies and practices are overseen by the Board's Remuneration, Nominations and Governance Committee.

The Remuneration Report is available in the Directors' Report of the Annual Report, which can be viewed on the website at <u>http://www.boartlongyear.com/company/investors/annual-reports/</u>.

The Directors abstain, in the interests of good corporate governance, from making a recommendation in relation to Resolution 3.