# **CLARIUS GROUP LIMITED**

ABN 43 002 724 334

# **NOTICE OF ANNUAL GENERAL MEETING**

to be held at 10:00am on Tuesday 21 November 2017 at Computershare Level 4, 60 Carrington Street Sydney, NSW 2000

Shareholders who have elected not to receive a printed copy of the Company's 2017 Annual Report may obtain a copy from the Company's website <a href="www.igniteservices.com">www.igniteservices.com</a> under "Investor Information".

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Notice is hereby given that the Annual General Meeting ("the Meeting") of Clarius Group Limited ("the Company") will be held at 10:00am on Tuesday 21 November 2017 at Computershare, Level 4, 60 Carrington Street, Sydney, NSW 2000.

#### **ORDINARY BUSINESS**

#### **Consideration of Financial Report**

To consider the Financial Report and the reports of the Directors and Auditors for the year ended 30 June 2017.

Neither the Corporations Act 2001 nor the Company's Constitution requires a vote of shareholders on the reports or statements. However, shareholders will be given the opportunity to ask questions or make comments on the reports and statements at the Meeting.

#### Resolution 1 Adoption of Remuneration Report

To consider and, if thought fit, pass the following non-binding resolution as an ordinary resolution:

"That the Remuneration Report required by section 300A of the Corporations Act, as contained in the Directors' Report of the Company for the year ended 30 June 2017, be adopted, details of which are set out in the explanatory notes to resolution 1 in the notice of meeting."

- This resolution is advisory only and does not bind the Company or the Directors.
- When reviewing the Company's remuneration policies the Directors will consider the outcome of the vote and comments made by shareholders on the Remuneration Report at the meeting.
- If 25% or more of votes that are cast are voted against the adoption of the Remuneration Report at two consecutive Annual General Meetings ("AGMs"), shareholders will be required to vote at the second of those AGMs on a resolution (a "spill resolution") that another meeting be held within 90 days at which all of the Company's Directors (other than the Managing Director) must stand for reelection. If the spill resolution is passed as an ordinary resolution, the Company must call another meeting to be held within 90 days of the AGM. If the ordinary resolution is not passed, no further action is required and the cycle re-commences.

#### Resolution 2 Re-election of Mr Garry Sladden as a Director

To consider and if thought fit, pass the following ordinary resolution:

"That Mr Garry Sladden, being a Director of the Company, retires in accordance with the Constitution and the ASX Listing Rules and, being eligible, offers himself for re-election, be re-elected as a Director of the Company, details of which are set out in the explanatory notes to resolution 2 in the notice of meeting."

# Resolution 3 Election of Mr Craig Saphin as a Director

To consider and if thought fit, pass the following ordinary resolution:

"That Mr Craig Saphin, who was appointed a Director of the Company during the year, retires in accordance with the Constitution and the ASX Listing Rules and, being eligible, offers himself for election, be elected as a Director of the Company, details of which are set out in the explanatory notes to resolution 3 in the notice of meeting."

BY ORDER OF THE BOARD

Ian Gilmour Company Secretary

19 September 2017

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## **VOTING EXCLUSION**

In accordance with the Corporations Act 2001, the Company makes the following statement:

The Company will disregard any votes cast on:

## **Resolution 1: Adoption of Remuneration Report:**

By:

- a) A member of the Key Management Personnel, details of whose remuneration are included in the Remuneration Report; or
- b) A closely related party of such a member.

However, a person described above may cast a vote on the resolution if:

- The person does so as a proxy for a person who is permitted to vote, in accordance with a direction on the Proxy Form to vote as the proxy decides;
- The vote is not cast on behalf of a person described in subparagraphs (a) or (b) above; and
- The vote is cast by the Chairman, as the nominated proxy for a person who is permitted to vote, with
  express authorisation given to the Chairman to exercise the proxy even if the resolution is connected
  directly or indirectly with remuneration of a member of the Key Management Personnel of
  the Company.

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#### **EXPLANATORY NOTES**

This Explanatory Memorandum has been prepared for the shareholders of the Company to provide information about the items of business to be considered at the Annual General Meeting of shareholders to be held on Tuesday 21 November 2017. Shareholders are encouraged to read this document in full.

All of the resolutions to be voted on are ordinary resolutions. An ordinary resolution requires a simple majority of votes cast by shareholders entitled to vote on the resolution in order for it to be carried.

If appropriate and if time permits, the Chairman will discuss significant issues raised by shareholders prior to the Meeting and will invite questions and comments from shareholders on these key issues and any other appropriate and relevant matters that shareholders would like to raise at the Meeting.

In addition, a reasonable opportunity will be given to members present at the Meeting to ask the Company's auditor, Deloitte Touche Tohmatsu, questions relevant to the conduct of the audit, the preparation and content of the Auditor's Report, the accounting policies adopted by the Company in relation to the preparation of the financial statements and the independence of the auditor. If you would like to submit a written question to Deloitte Touche Tohmatsu before the Meeting on any of the foregoing matters, please send your question to the Company Secretary, Ian Gilmour, at gilmour@bigpond.net.au before 14 November 2017.

If you have a more general issue or question that you would like discussed at the Meeting, please write to the Company Secretary at the above email address.

## How will the Chairman vote as proxy if the shareholder has not directed the Chairman to vote?

The Chairman intends to vote in favour of all Resolutions. If a shareholder appoints the Chairman of the Meeting as proxy and does not direct the Chairman how to vote on a Resolution then, if that shareholder is entitled to vote on that Resolution, the Chairman will vote in favour of that Resolution, including the Resolution to adopt the Remuneration Report.

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#### Resolution 1 - Adoption of the Remuneration Report

Consistent with section 250R of the Corporations Act, the Company submits to shareholders for consideration and adoption, by way of a non-binding resolution, its Remuneration Report for the year ended 30 June 2017.

The Remuneration Report is a distinct section of the annual Directors' Report which deals with the remuneration of Directors and executives (which includes Key Management Personnel) of the Company. The Remuneration Report can be located in the Company's Annual Report on pages 12-17. The Annual Report is available online at <a href="https://www.igniteservices.com">www.igniteservices.com</a> under "Investor Information".

The Resolution is advisory only and does not bind the Company or its Directors. However, the Board will consider the outcome of the vote and comments made by shareholders at the Meeting on the Remuneration Report when reviewing the Company's remuneration policies. If 25% or more of votes that are cast are voted against the adoption of the Remuneration Report at two consecutive AGMs, shareholders will be required to vote at the second of those AGMs on a resolution (a "spill resolution") that another meeting be held within 90 days at which all of the Company's Directors (other than the Managing Director) must stand for re-election. The Company encourages all shareholders to vote on Resolution 1 (Adoption of the Remuneration Report).

The Chairman intends to exercise all undirected proxies in favour of Resolution 1. If the Chairman of the Meeting is appointed as your proxy and you have not directed the Chairman how to vote on Resolution 1 by signing and returning the Proxy Form, the shareholder is considered to have provided an express authorisation for the Chairman to vote the proxy in accordance with the Chairman's intention.

#### Resolution 2 - Re-election of Mr Garry Sladden as a Director

Pursuant to Clause 6.3(b) of the Constitution and the ASX Listing Rules, Mr Garry Sladden will retire and seek re-election.

Garry is a business and strategic adviser who has a diversified business background in the areas of real estate, private equity, business operations, banking and finance, and equity raising. He was General Manager Operations at Consolidated Press Holdings for six years.

Garry is Chairman of Folkestone Limited, Chairman of Ashton Manufacturing Pty Limited and Chairman of FivePointFour Holdings Pty Ltd.

Mr Sladden is Chairman of the Board, a member of the Board Audit, Risk and Compliance Committee and a member of the Board Remuneration and Nomination Committee.

The Board supports the re-election of Mr Sladden.

# Resolution 3 – Election of Mr Craig Saphin as a Director

Pursuant to Clause 6.3(e)(i) of the Constitution and the ASX Listing Rules, Mr Craig Saphin will retire and seeks election. The Board appointed Mr Saphin as a Director on 20 March 2017.

Craig is a seasoned executive with over 30 years' experience in Asia-Pacific operations. He has held chief executive officer, general management, executive and non-executive directorships and board oversight roles with full profit and loss experience for public, private and not-for-profit organisations.

Previously Craig was Executive Director with the technology and HR services company, en Japan, Inc., which is a publicly listed company in Tokyo. He also held the role of Chief Executive Officer at en world where he led the growth strategy across Asia for the recruitment company.

Prior to this he worked in executive roles leading diverse teams in Australia, China, Japan and Asia for the US technology company, EFI, Inc. and Japanese company, Fuji Xerox. He has been Chairman for the NFP English service lifeline in Japan, "TELL".

Craig is Chairman of the Board Remuneration and Nomination Committee and a member of the Board Audit, Risk and Compliance Committee.

The Board supports the election of Mr Saphin.

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## **NOTES**

- 1. A member entitled to attend and vote at the Meeting is entitled to appoint a proxy to attend and vote on the member's behalf. If the member is entitled to cast two or more votes at the Meeting, the member may appoint not more than two proxies to attend and vote on the member's behalf.
- 2. If a member appoints two proxies, each proxy should be appointed to represent a specified proportion or number of the member's votes. In the absence of such a specification, each proxy will be entitled to exercise half the votes.
- 3. A proxy need not be a member of the Company.
- 4. To appoint a proxy (or two proxies), a proxy form must be signed by the member or the member's attorney duly authorised in writing. If the member is a corporation, the proxy form must be signed either under the corporation's common seal (if any) or under the hand of its attorney or officer duly authorised.
- 5. To be effective, a proxy form (and, if it is signed by an attorney, the authority under which it is signed or a certified copy of the authority) must be received by the Company not later than 48 hours prior to the Meeting. Proxy forms and authorities may be sent to the Company by post, personal delivery or fax:

Computershare Investor Services Pty Limited

Street address: Level 4, 60 Carrington Street, Sydney NSW 2000

Mailing address: GPO Box 242, Melbourne VIC 3001

**Fax**: (within Australia) 1800 783 447 (outside Australia) +61 3 9473 2555

Web: www.investorvote.com.au and follow the instruction provided

**For custodians –** who are subscribers of Intermediary Online, please submit your votes electronically via www.intermediaryonline.com

6. A corporate shareholder entitled to attend and vote at the Meeting may appoint a body corporate representative to attend and vote for the shareholder. Also, as noted previously, a body corporate may be appointed as a proxy.

The Company will accept the original appointment, a certified copy of the appointment or a certificate from the corporate shareholder giving notice of the appointment as satisfactory evidence of the appointment.

You can lodge your body corporate representative appointment document before the Meeting or present the document at the registration desk at the Meeting.

7. For the purposes of the Meeting, persons on the register of members as at 7:00pm on Friday, 17 November 2017 will be treated as members. This means that if you are not the registered holder of a relevant share at that time you will not be entitled to vote in respect of that share.



Online:

www.investorvote.com.au



#### By Mail:

Computershare Investor Services Pty Limited GPO Box 242 Melbourne Victoria 3001 Australia

Alternatively you can fax your form to (within Australia) 1800 783 447 (outside Australia) +61 3 9473 2555

For Intermediary Online subscribers only (custodians) www.intermediaryonline.com

## For all enquiries call:

(within Australia) 1300 850 505 (outside Australia) +61 3 9415 4000

# **Proxy Form**



# Vote and view the annual report online

- •Go to www.investorvote.com.au or scan the QR Code with your mobile device.
- Follow the instructions on the secure website to vote.

## Your access information that you will need to vote:

Control Number: 189725

SRN/HIN:

PLEASE NOTE: For security reasons it is important that you keep your SRN/HIN confidential.

# 🌣 For your vote to be effective it must be received by 10:00am (AEDT) on Sunday, 19 November 2017

# How to Vote on Items of Business

All your securities will be voted in accordance with your directions.

#### **Appointment of Proxy**

Voting 100% of your holding: Direct your proxy how to vote by marking one of the boxes opposite each item of business. If you do not mark a box your proxy may vote or abstain as they choose (to the extent permitted by law). If you mark more than one box on an item your vote will be invalid on that item.

Voting a portion of your holding: Indicate a portion of your voting rights by inserting the percentage or number of securities you wish to vote in the For, Against or Abstain box or boxes. The sum of the votes cast must not exceed your voting entitlement or 100%.

Appointing a second proxy: You are entitled to appoint up to two proxies to attend the meeting and vote on a poll. If you appoint two proxies you must specify the percentage of votes or number of securities for each proxy, otherwise each proxy may exercise half of the votes. When appointing a second proxy write both names and the percentage of votes or number of securities for each in Step 1 overleaf.

A proxy need not be a securityholder of the Company.

## Signing Instructions for Postal Forms

Individual: Where the holding is in one name, the securityholder must

Joint Holding: Where the holding is in more than one name, all of the securityholders should sign.

Power of Attorney: If you have not already lodged the Power of Attorney with the registry, please attach a certified photocopy of the Power of Attorney to this form when you return it.

Companies: Where the company has a Sole Director who is also the Sole Company Secretary, this form must be signed by that person. If the company (pursuant to section 204A of the Corporations Act 2001) does not have a Company Secretary, a Sole Director can also sign alone. Otherwise this form must be signed by a Director jointly with either another Director or a Company Secretary. Please sign in the appropriate place to indicate the office held. Delete titles as applicable.

#### Attending the Meeting

Bring this form to assist registration. If a representative of a corporate securityholder or proxy is to attend the meeting you will need to provide appropriate "Certificate of Appointment of Corporate Representative" prior to admission. A form of the certificate may be obtained from Computershare or online at www.investorcentre.com under the help tab, "Printable Forms".

Comments & Questions: If you have any comments or questions for the company, please write them on a separate sheet of paper and return with this form.

GO ONLINE TO VOTE, or turn over to complete the form



	Change of address. If incorrect, mark this box and make the correction in the space to the left.  Securityholders sponsored by a broker (reference number commences with 'X') should advise your broker of any changes.	
Proxy Form	Please mark	to indicate your directions
Appoint a Proxy to  I/We being a member/s of Clarius	Vote on Your Behalf Group Limited hereby appoint	
the Chairman OR of the Meeting		PLEASE NOTE: Leave this box blank if you have selected the Chairman of the Meeting. Do not insert your own name(s).
act generally at the Meeting on my/our b the extent permitted by law, as the proxy 60 Carrington Street, Sydney NSW 2000 Meeting. Chairman authorised to exercise unding Meeting as my/our proxy (or the Chairman	named, or if no individual or body corporate is named, the dehalf and to vote in accordance with the following directions sees fit) at the Annual General Meeting of Clarius Group Lindon Tuesday, 21 November 2017 at 10:00am (AEDT) and a rected proxies on remuneration related resolutions: When becomes my/our proxy by default), I/we expressly authorise different voting intention below) even though Item 1 is connected, which includes the Chairman.	s (or if no directions have been given, and to mited to be held at Computershare, Level 4 at any adjournment or postponement of that ere I/we have appointed the Chairman of the se the Chairman to exercise my/our proxy or
Important Note: If the Chairman of the voting on Item 1 by marking the appropri	Meeting is (or becomes) your proxy you can direct the Chate box in step 2 below.	airman to vote for or against or abstain from
Items of Business	PLEASE NOTE: If you mark the Abstain box for an item, you behalf on a show of hands or a poll and your votes will not be	
Resolution 1 Adoption of Remuneration I	Report	
Resolution 2 Re-election of Mr Garry Sla	dden as a Director	
Resolution 3 Election of Mr Craig Saphin	as a Director	
	Indirected proxies in favour of each item of business. In exceptional con, in which case an ASX announcement will be made.	circumstances, the Chairman of the Meeting may
NOV	tyholder(s) This section must be completed.	
Individual or Securityholder 1	Securityholder 2 Securityholder 2	urityholder 3
Sole Director and Sole Company Secretary	Director Dire	ctor/Company Secretary
Contact Name	Contact Daytime Telephone	/ /



