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 or entity					
Sienna Cancer Diagnostics Limited					
ABN / ARBN	Financial year ended:				
74 099 803 460	30 June 2018				
Our corporate governance statement <sup>2</sup> for the	e above period above can be found at:3				
☐ These pages of our annual report:					
☑ This URL on our website: http://siennadiagnostics.com.au/inve	stors/governance				
The Corporate Governance Statement is ac approved by the board.	occurate and up to date as at 26 October 2018 and has been				
The annexure includes a key to where our corporate governance disclosures can be located.					
Date: 26 October 2018					
Name of Director or Secretary authorising lo Tony Di Pietro, Company Secretary	odgement:				

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.

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<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		ave NOT followed the recommendation in full for the whole e period above. We have disclosed 4			
PRINC	PRINCIPLE 1 – LAY SOLID FOUNDATIONS FOR MANAGEMENT AND OVERSIGHT						
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 OR  — at [insert location]  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 [insert location]		an explanation why that is so in our Corporate Governance Statement <u>OR</u> we are an externally managed entity and this recommendation is therefore not applicable			
1.2	A listed entity should:     undertake appropriate checks before appointing a person, or putting forward to security holders a candidate for election, as a director; and     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 OR  □ at [insert location]		an explanation why that is so in our Corporate Governance Statement <u>OR</u> we are an externally managed entity and this recommendation is therefore not applicable			
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 OR  ✓ in the 2018 Annual Report		an explanation why that is so in our Corporate Governance Statement <u>OR</u> we are an externally managed entity and this recommendation is therefore not applicable			
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 OR  — at [insert location]		an explanation why that is so in our Corporate Governance Statement <u>OR</u> we are an externally managed entity and this recommendation is therefore not applicable			

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

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

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 $\ldots^4$
1.5	<ul> <li>A listed entity should: <ul> <li>(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;</li> <li>(b) disclose that policy or a summary of it; and</li> <li>(c) disclose as at the end of each reporting period the measurable objectives for achieving gender diversity set by the board or a relevant committee of the board in accordance with the entity's diversity policy and its progress towards achieving them and either: <ul> <li>(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</li> <li>(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.</li> </ul> </li> </ul></li></ul>	the fact that we have a diversity policy that complies with paragraph (a):  in our Corporate Governance Statement OR  at [insert location]  at [insert location]  at [insert location]  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 OR  at [insert location]  and the information referred to in paragraphs (c)(1) or (2):  in our Corporate Governance Statement OR  at [insert location]  at [insert location]	<ul> <li>✓ an explanation why that is so in our Corporate Governance Statement OR</li> <li>✓ we are an externally managed entity and this recommendation is therefore not applicable</li> </ul>
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 OR  at [insert location]  and the information referred to in paragraph (b):  in our Corporate Governance Statement OR  at [insert location]	<ul> <li>✓ an explanation why that is so in our Corporate Governance Statement OR</li> <li>✓ we are an externally managed entity and this recommendation is therefore not applicable</li> </ul>
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 OR  □ at [insert location]  and the information referred to in paragraph (b):  ✓ in our Corporate Governance Statement OR  □ at [insert location]	<ul> <li>□ an explanation why that is so in our Corporate Governance Statement <u>OR</u></li> <li>□ we are an externally managed entity and this recommendation is therefore not applicable</li> </ul>

<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 $\dots^4$
PRINCIP	LE 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 nomination committee that complies with paragraphs (1) and (2):  □ in our Corporate Governance Statement OR □ at [insert location] and a copy of the charter of the committee: □ at [insert location] and the information referred to in paragraphs (4) and (5): □ in our Corporate Governance Statement OR □ at [insert location] [If the entity complies with paragraph (b):] the fact that we do not have a nomination committee and the processes we employ to address board succession issues and to ensure that the board has the appropriate balance of skills, knowledge, experience, independence and diversity to enable it to discharge its duties and responsibilities effectively: □ in our Corporate Governance Statement OR □ at [insert location]	<ul> <li>✓ an explanation why that is so in our Corporate Governance Statement OR</li> <li>✓ we are an externally managed entity and this recommendation is therefore not applicable</li> </ul>
2.2	A listed entity should have and disclose a board skills matrix setting out the mix of skills and diversity that the board currently has or is looking to achieve in its membership.	our board skills matrix:  ✓ in our Corporate Governance Statement OR  □ at [insert location]	<ul> <li>□ an explanation why that is so in our Corporate Governance Statement <u>OR</u></li> <li>□ we are an externally managed entity and this recommendation is therefore not applicable</li> </ul>

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

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

Corporat	e Governance Council recommendation	We have followed the recommendation in full for the whole of the period above. We have disclosed		ave NOT followed the recommendation in full for the whole e period above. We have disclosed4
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 OR  □ at [insert location]  and, where applicable, the information referred to in paragraph (b):  □ in our Corporate Governance Statement OR  □ at [insert location]  and the length of service of each director:  ✓ in our Corporate Governance Statement OR  □ at [insert location]		an explanation why that is so in our Corporate Governance Statement
2.4	A majority of the board of a listed entity should be independent directors.	<ul> <li> the fact that we follow this recommendation:</li> <li>✓ in our Corporate Governance Statement OR</li> <li>☐ at [insert location]</li> </ul>		an explanation why that is so in our Corporate Governance Statement <u>OR</u> we are an externally managed entity and this recommendation is therefore not applicable
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:  ✓ in our Corporate Governance Statement OR  □ at [insert location]		an explanation why that is so in our Corporate Governance Statement <u>OR</u> we are an externally managed entity and this recommendation is therefore not applicable
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 OR  □ at [insert location]		an explanation why that is so in our Corporate Governance Statement OR we are an externally managed entity and this recommendation is therefore not applicable
PRINCIPI	PRINCIPLE 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 OR  □ at [insert location]		an explanation why that is so in our Corporate Governance Statement

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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 $\ldots^4$			
PRINCIP	PRINCIPLE 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 OR  □ at [insert location] and a copy of the charter of the committee: ☑ at www.siennadiagnostics.com.au/investors/governance and the information referred to in paragraphs (4) and (5): ☑ in our Corporate Governance Statement OR ☑ in the 2018 Annual Report [If the entity complies with paragraph (b):] the fact that we do not have an audit committee and the processes we employ that independently verify and safeguard the integrity of our corporate reporting, including the processes for the appointment and removal of the external auditor and the rotation of the audit engagement partner: □ in our Corporate Governance Statement OR □ at [insert location]	an explanation why that is so in our Corporate Governance Statement			
4.2	The board of a listed entity should, before it approves the entity's financial statements for a financial period, receive from its CEO and CFO a declaration that, in their opinion, the financial records of the entity have been properly maintained and that the financial statements comply with the appropriate accounting standards and give a true and fair view of the financial position and performance of the entity and that the opinion has been formed on the basis of a sound system of risk management and internal control which is operating effectively.	the fact that we follow this recommendation:  ✓ in our Corporate Governance Statement OR  ☐ at [insert location]	an explanation why that is so in our Corporate Governance Statement			

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

Corporat	e Governance Council recommendation	We have followed the recommendation in full for the whole of the period above. We have disclosed	We have NOT followed the recommendation in full for the whole of the period above. We have disclosed $\dots^4$	
4.3	A listed entity that has an AGM should ensure that its external auditor attends its AGM and is available to answer questions from security holders relevant to the audit.	the fact that we follow this recommendation:  ✓ in our Corporate Governance Statement OR  □ at [insert location]	<ul> <li>□ an explanation why that is so in our Corporate Governance Statement <u>OR</u></li> <li>□ we are an externally managed entity that does not hold an annual general meeting and this recommendation is therefore not applicable</li> </ul>	
PRINCIP	LE 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 OR  □ at [insert location]	an explanation why that is so in our Corporate Governance Statement	
PRINCIPLE 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 http://siennadiagnostics.com.au/investors/governance	an explanation why that is so in our Corporate Governance Statement	
6.2	A listed entity should design and implement an investor relations program to facilitate effective two-way communication with investors.	the fact that we follow this recommendation:  ✓ in our Corporate Governance Statement OR  □ at [insert location]	an explanation why that is so in our Corporate Governance Statement	
6.3	A listed entity should disclose the policies and processes it has in place to facilitate and encourage participation at meetings of security holders.	our policies and processes for facilitating and encouraging participation at meetings of security holders:  ☑ in our Corporate Governance Statement OR  ☐ at [insert location]	□ an explanation why that is so in our Corporate Governance Statement <u>OR</u> □ we are an externally managed entity that does not hold periodic meetings of security holders and this recommendation is therefore not applicable	
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 OR  at [insert location]	an explanation why that is so in our Corporate Governance Statement	

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

Corpora	te Governance Council recommendation	We have followed the recommendation in full for the whole of the period above. We have disclosed	We have NOT followed the recommendation in full for the whole of the period above. We have disclosed $\dots^4$
PRINCIP	PLE 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 OR  □ at [insert location] and a copy of the charter of the committee:  ✓ at www.siennadiagnostics.com.au/investors/governance and the information referred to in paragraphs (4) and (5):  ✓ in our Corporate Governance Statement OR  ✓ in the 2018 Annual Report  [If the entity complies with paragraph (b):] the fact that we do not have a risk committee or committees that satisfy (a) and the processes we employ for overseeing our risk management framework:  □ in our Corporate Governance Statement OR  □ at [insert location]	an explanation why that is so in our Corporate Governance Statement
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 OR  at [insert location]  and that such a review has taken place in the reporting period covered by this Appendix 4G:  in our Corporate Governance Statement OR  at [insert location]	an explanation why that is so 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 $\dots^4$
7.3	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 OR □ at [insert location]  [If the entity complies with paragraph (b):] the fact that we do not have an internal audit function and the processes we employ for evaluating and continually improving the effectiveness of our risk management and internal control processes: □ in our Corporate Governance Statement OR □ at [insert location]	an explanation why that is so in our Corporate Governance Statement
7.4	A listed entity should disclose whether it has any material exposure to economic, environmental and social sustainability risks and, if it does, how it manages or intends to manage those risks.	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 OR  at [insert location]	an explanation why that is so in our Corporate Governance Statement

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

Corporat	e 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 $\dots^4$
PRINCIPI	E 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 committee that complies with paragraphs (1) and (2):  ☑ in our Corporate Governance Statement OR  ☐ at [insert location] and a copy of the charter of the committee: ☑ at www.siennadiagnostics.com.au/investors/governance and the information referred to in paragraphs (4) and (5): ☑ in our Corporate Governance Statement OR ☑ in the 2018 Annual Report [If the entity complies with paragraph (b):] the fact that we do not have a remuneration committee and the processes we employ for setting the level and composition of remuneration for directors and senior executives and ensuring that such remuneration is appropriate and not excessive: ☐ in our Corporate Governance Statement OR ☐ at [insert location]	<ul> <li>□ an explanation why that is so in our Corporate Governance Statement <u>OR</u></li> <li>□ we are an externally managed entity and this recommendation is therefore not applicable</li> </ul>
8.2	A listed entity should separately disclose its policies and practices regarding the remuneration of non-executive directors and the remuneration of executive directors and other senior executives.	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 OR  at [insert location]	□ an explanation why that is so in our Corporate Governance Statement OR □ we are an externally managed entity and this recommendation is therefore not applicable
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 OR  □ at [insert location]	<ul> <li>□ an explanation why that is so in our Corporate Governance Statement <u>OR</u></li> <li>□ we do not have an equity-based remuneration scheme and this recommendation is therefore not applicable <u>OR</u></li> <li>□ we are an externally managed entity and this recommendation is therefore not applicable</li> </ul>

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

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 $\dots^4$	
ADDITIO	NAL DISCLOSURES APPLICABLE TO EXTERNALLY MANAGED	LISTED ENTITIES		
-	Alternative to Recommendation 1.1 for externally managed listed entities:  The responsible entity of an externally managed listed entity should disclose:  (a) the arrangements between the responsible entity and the listed entity for managing the affairs of the listed entity;  (b) the role and responsibility of the board of the responsible entity for overseeing those arrangements.	the information referred to in paragraphs (a) and (b):  in our Corporate Governance Statement OR  at [insert location]	an explanation why that is so in our Corporate Governance Statement	
-	Alternative to Recommendations 8.1, 8.2 and 8.3 for externally managed listed entities:  An externally managed listed entity should clearly disclose the terms governing the remuneration of the manager.	the terms governing our remuneration as manager of the entity:  in our Corporate Governance Statement OR  at [insert location]	an explanation why that is so in our Corporate Governance Statement	

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



# CORPORATE GOVERNANCE STATEMENT

The Board and management of Sienna Cancer Diagnostics Limited (Sienna or the Company) promote a robust culture of governance across all segments of the Company's business (including subsidiaries). Corporate governance is defined as '....the framework of rules, relationships, systems and processes within and by which authority is exercised and controlled within corporations. It encompasses the mechanism by which companies, and those in control, are held to account'<sup>1</sup>.

Sienna's policies and procedures are reviewed regularly to ensure they remain appropriate for the operations of the business. These reviews consider changes in the operations of the business such as number of employees, geographical operations, products under development etc.

As an Australian Security Exchange (ASX) listed entity, Sienna is required to provide details of its governance policies and practises with reference to the ASX's Corporate Governance Principles and Recommendations (CGPR), 3<sup>rd</sup> Edition. The CGPR are a list of eight Principles setting out the recommended corporate governance practises for ASX listed entities. Whilst the CGPR's are not mandatory, entities are required to provide an explanation if they have not implemented a recommendation. Each of the eight principles along with a description of the company's practices are laid out below:

#### Principle 1 – Lay solid foundations for management and oversight.

A listed entity should establish and disclose the respective roles and responsibilities of its board and management and how their performance is monitored and evaluated.

#### **Board Charter**

Sienna's Board Charter sets the framework on which the Board operates. A copy of the Board Charter can be accessed at <a href="www.siennadiagnostics.com.au/investors/governance">www.siennadiagnostics.com.au/investors/governance</a>. The Board members are elected by, and accountable to, the Company's shareholders. The Board's primary objective is to increase shareholder value within an appropriate framework that protects the rights and interests of all shareholders, whilst ensuring the Company is properly managed. To facilitate this goal the Board must take overall responsibility for Sienna's corporate governance policies and procedures. The Board's responsibilities include, but are not limited to:

- Appointing a chair of the Board;
- Setting the Company's strategic direction and providing leadership;
- Monitoring the implementation of strategic plans and reviewing performance against stated objectives;
- Appointment/removal of the Company's Chief Executive Officer (CEO) and the review of performance at least annually:
- Review and approval of the Company's annual budget and monitoring actual results against budget;
- Identification of significant business risks and ensuring appropriate mechanisms are in place to manage those risks;
- Monitoring the Company's internal controls and risk management processes;
- Monitoring and approving certain disclosures to the ASX (in accordance with the Company's 'Continuous Disclosure Policy').

The Board has delegated the responsibility for the administration and operations of the Company to the CEO.

# **Appointment of Directors**

The tasks of director and executive succession planning and the identification of directors for appointment is carried out by the Board. The Board may engage an external consultant to help identify potential Board members and executives. The Board does not consider it necessary to establish a Nomination Committee, which is a recommendation of Principle 2 – Structure the Board to Add Value – due to the current size of the business. Only those directors with the relevant experience to fill the gaps of representation on the Board are considered for appointment to the Board. All existing directors interview potential Board members. Pre-appointment checks include a police record report and the requirement to complete and sign a questionnaire attesting to the candidate's character. A director's appointment and ongoing commitment to the Company is governed by a Letter of Appointment executed between the director and the Company. Shareholders are provided with all the relevant information, including biographical details, pertaining to the director/s put forward for election/re-election.

<sup>&</sup>lt;sup>1</sup> Corporate Governance Principles and Recommendations, 3<sup>rd</sup> Edition



#### **Company Secretary**

The Company Secretary role involves, amongst other things: advising the Board on governance matters, organisation of Board/Committee papers and ensuring accurate Board meeting minutes are recorded. The biographical details of the Company Secretary can be found under the 'About Us' heading of the Company's website: <a href="https://www.siennadiagnostics.com.au/senior-management-team">www.siennadiagnostics.com.au/senior-management-team</a>. The duties of the Company Secretary are overseen by the Board, which approves the appointment/retrenchment of the Company Secretary. Each director has access to the Company Secretary, and is encouraged to communicate directly with the Company Secretary when considered appropriate.

#### **Performance Evaluation**

The Chief Executive Officer (CEO) is responsible for reviewing the performance of senior management at least annually.

At the date of publishing Sienna's corporate governance statement for the 2018 financial year, the Company had not implemented a formal process for periodically evaluating the performance of the board, its committees and individual directors. The Board is of the view that the only means of providing a meaningful review would be to engage a third party to undertake such a review. Due to the size and limited resources of Sienna, the board believes it is not best use of financial resources at this stage. This does not mean that the Company will not undertake such a review in future.

The performance of the CEO is monitored by the board with the meetings of the board providing an opportunity for directors to interrogate the CEO's performance. A formal review of the CEO's performance for the 2018 financial year was undertaken by the Remuneration Committee.

# **Diversity Policy**

Sienna has a Diversity Policy, a copy of which can be found at

www.siennadiagnostics.com.au/investors/governance. Due to the small number of employees, the Board has not set any objectives for gender diversity. When a position becomes available, the Company seeks to employ the best candidate available and does not discriminate on the basis of age, gender, ethnicity, sexual orientation, religion, or on any other grounds. Sienna currently employs 11 people, five of whom are female. The Board is made up of one female and three male Non-executive Directors.

## Principle 2 - Structure the Board to add value.

A listed entity should have a board of appropriate size, composition, skills and commitment to enable it to discharge its duties effectively.

Sienna's Board currently consists of the following 4 members, all of whom are considered independent directors:

Name	Appointment	Role	Independent	Committees	Experience
Dr Geoff Cumming	27/01/2006	Non-executive Chairman	Yes	Audit & Risk and Remuneration Committee Member	Industry, ASX, Business Development
Mr Carl Stubbings	31/12/2011	Non-executive Director	Yes	Remuneration Committee Chair	Industry, Business Development
Dr David J. Earp	1/12/2012	Non-executive Director	Yes	Audit & Risk and Remuneration Committee Member	Industry, Legal
Ms Helen Fisher	28/03/2018	Non-executive Director	Yes	Audit & Risk Committee Chair	Industry, Capital Markets, Financial Management

The biographical details of Board members are provided under the 'About Us' heading of the Company's website: <a href="https://www.siennadiagnostics.com.au/board">www.siennadiagnostics.com.au/board</a>.

The goal of the Board is to ensure the following mix of experience/knowledge is represented on the Board:

- Biotechnology/Diagnostics industry knowledge (including regulatory knowledge)



- Capital markets
- Business development
- Financial management, accounting and audit
- Legal
- ASX listed company environment

Sienna does not have a formal induction process or program of professional development for its directors. During the interview process for a position on Sienna's Board, existing Board members impart their knowledge of the business. Directors may seek the approval of the Chairman to undertake specific professional development. The Chairman will assess, amongst other criteria, the Company's financial position when making a decision on whether to grant permission. The directors have the right to seek professional, including independent legal, advice in regards to the Company's operations in order to fulfil their duties as directors, with the permission of the Chairman.

### Principle 3: Act ethically and responsibly

The Board has established a Code of Ethics and Conduct. The code can be viewed at the Company's website at: <a href="https://www.siennadiagnostics.com.au/investors/governance">www.siennadiagnostics.com.au/investors/governance</a>. The Board are cognisant of their fiduciary and legal responsibilities and for ensuring that Sienna business is conducted ethically, and with integrity.

Sienna takes the Company's Code of Conduct seriously and the Company's Whistle-Blower policy encourages directors/employees to report breaches of the code (and other actions that might jeopardise the reputation or viability of Sienna's business). The provisions of the whistle-blower policy protect the reporter of an action that breaches the Company's Code of Conduct, or that is detrimental to Sienna's business. A copy of the Whistle-Blower policy can also be found on the Company's website at: <a href="https://www.siennadiagnostics.com.au/investors/governance">www.siennadiagnostics.com.au/investors/governance</a>.

As a sign of the Company's commitment to these policies, each Director, SMT member and employee is required to confirm that they have read Sienna's Code of Conduct and Whistle-Blower policy and understood their contents.

### Principle 4: Safeguard integrity in corporate reporting

A listed entity should have formal and rigorous processes that independently verify and safeguard the integrity of its corporate reporting.

The Board's Audit & Risk Committee has primary responsibility for this task and is governed by the committee's charter, which has the approval of the Board. A copy of the charter can be found on the Company's website at: <a href="https://www.siennadiagnostics.com.au/investors/governance">www.siennadiagnostics.com.au/investors/governance</a>.

The Audit & Risk Committee is made up of three independent Non-executive Directors: Ms Helen Fisher, Dr Geoff Cumming and Dr David Earp. All three have extensive industry knowledge. The committee Chair, Ms Helen Fisher, has extensive corporate accounting and taxation experience gained as a partner for Deloitte. Dr Earp brings legal and biotechnology industry experience to the committee, and Dr Cumming applies his ASX listed company experience.

One of the primary roles of the Audit & Risk Committee, if satisfied with the audit report, is to recommend to the Board the approval of the annual statutory financial accounts (accounts). As part of their review the committee are required to receive a signed declaration from the CEO and CFO that the Company's financial records have been properly maintained in accordance with the Corporations Act, and that the financial reports comply with the accounting standards and provide a true and fair view of the performance and financial position of Sienna. This is a legislated requirement of the Corporations Act, under section 295A, for listed entities. These declarations were received for the 2018 accounts.

The accounts form part of the annual report which is tabled at each Annual General Meeting (AGM). The statutory financial accounts are lodged with ASIC at least 28 days before the AGM, allowing shareholders sufficient time to review the statutory financial accounts prior to the AGM. Sienna always ensures that a representative of the Company's auditors is present to answer any questions shareholders may have in regard to the statutory financial accounts.

#### Principle 5: Make timely and balanced disclosure

A listed entity should make timely and balanced disclosure of all matters concerning it that a reasonable person would expect to have a material effect on the price or value of its securities.

Sienna has formulated a Continuous Disclosure Policy which addresses the continuous disclosure requirements of the ASX. The policy nominates company representatives to whom all media requests should be directed and lists the Company Secretary as the primary contact for all communications with the ASX.



A copy of the Continuous Disclosure Policy can be found at the Company's website at <a href="https://www.siennadiagnostics.com.au/investors/governance">www.siennadiagnostics.com.au/investors/governance</a>.

### Principle 6: Respect the rights of security holders

A listed entity should respect the rights of its security holders by providing them with appropriate information and facilities to allow them to exercise those rights effectively.

The Board is committed to keeping shareholders informed of Sienna's progress. The primary tools used for communicating with shareholders are the ASX announcement platform, the Company's website <a href="https://www.siennadiagnostics.com.au">www.siennadiagnostics.com.au</a>, and direct communication with shareholders via their elected contact method. Updates and other communication notices are posted under the 'News' tab of the website and can take the form of individual newsworthy items, shareholder newsletters, AGM notices, statutory reporting and investor presentations.

A series of Sienna's Annual Reports are accessible under the 'Investors' tab of the Company's website. Sienna's Corporate Governance Statement and policies are also located here.

Through the Company's share registrar, Link Market Services, shareholders are encouraged to receive Sienna correspondence electronically. This method of communication is not only environmentally friendly, it is also efficient and cost effective. Sienna has also implemented an option of electronic AGM proxy voting through Link for the convenience of shareholders.

#### Principle 7: Recognise and manage risk

A listed entity should establish a sound risk management framework and periodically review the effectiveness of that framework.

The Audit & Risk Committee's charter specifies the following risk management responsibilities:

- Monitor significant risks to the organisation and recommend strategies to the Board to manage and mitigate identified risks;
- Monitor compliance with applicable laws, regulations, standards, contracts, and best practice guidelines;
- Review the level and type of insurance coverage for the organisation and make recommendations to the Board as required.

At the date of publication of the Governance Statement for the 2018 financial year a formal risk management framework has not been adopted, however risk management strategies are frequently discussed at length at board level. As Sienna matures and evolves a more formal risk management framework may be implemented if considered appropriate.

Due to the relatively small size of the Company's operations and financial resources, Sienna does not have an internal audit function. Walker Wayland NSW Chartered Accountants conducts the Company's annual external audit at the end of each financial year. At the date of publication of Sienna's Corporate Governance statement for the 2018 financial year the Board do not believe the company is exposed to any specific material economic, environmental or social sustainability risks.

## Principle 8: Remunerate fairly and responsibly

A listed entity should pay director remuneration sufficient to attract and retain high quality directors and design its executive remuneration to attract, retain and motivate high quality senior executives and to align their interests with the creation of value for security holders.

The Board acknowledges that motivated, highly skilled directors and employees are essential for the Company to execute its stated strategic goals. Therefore, remuneration policies that attract and retain these individuals are vital. The Remuneration Committee is responsible for setting remuneration policies, including short and long term incentive plans. The Remuneration Committee is governed by its charter, a copy of which can be found at: <a href="https://www.siennadiagnostics.com.au/investors/governance">www.siennadiagnostics.com.au/investors/governance</a>. The form of the long-term incentive scheme is currently an employee share option plan (ESOP). The Committee is responsible for recommending to the Board remuneration packages for the CEO and Non-executive Directors. The Committee is also responsible for reviewing recommendations from the CEO for employee remuneration packages.

Specific details of the remuneration of the CEO and Non-executive Directors are provided within the Directors' Report of the Sienna annual statutory accounts.

The Remuneration Committee is made up of three independent Non-executive Directors: Mr Carl Stubbings, Dr David J. Earp and Dr Geoff Cumming, with Mr Carl Stubbings as the Chair.