# Appendix 4G

# Key to Disclosures Corporate Governance Council Principles and Recommendations

Name of entity:				
SIMAVITA LIMTIED				
ARBN:	Financial year ended:			
165 831 309	30 JUNE 2016			
Our corporate governance statement <sup>2</sup> for the above period above can be found at: <sup>3</sup> These pages of our annual report:  This URL on our website: <a href="http://www.simavita.com/irm/content/corporate-governance.aspx?RID=389">http://www.simavita.com/irm/content/corporate-governance.aspx?RID=389</a>				
The Corporate Governance Statement is accurate and up to date as at 28 October 2016 and has been approved by the board.				
The annexure includes a key to where our corporate governance disclosures can be located.				
Date: 28 October 2016 Peta Jurd				
Chief Commercial Officer and Company Secretary				

<sup>&</sup>lt;sup>1</sup> Under Listing Rule 4.7.3, an entity must lodge with ASX a completed Appendix 4G at the same time as it lodges its annual report with ASX. Listing Rule 4.10.3 requires an entity that is included in the official list as an ASX Listing to include in its annual report either a corporate governance statement that meets the requirements of that rule or the URL of the page on its website where such a statement is located. The corporate governance statement must disclose the extent to which the entity has followed the recommendations set by the ASX Corporate Governance Council during the reporting period. If the entity has not followed a recommendation for any part of the reporting period, its corporate governance statement must separately identify that recommendation and the period during which it was not followed and state its reasons for not following the recommendation and what (if any) alternative governance practices it adopted in lieu of the recommendation during that period.

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

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

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

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

# ANNEXURE - KEY TO CORPORATE GOVERNANCE DISCLOSURES

Corpo	rate Governance Council recommendation	We have followed the recommendation in full for the whole of the period above. We have disclosed $\dots$	We have NOT followed the recommendation in full for the whole of the period above. We have disclosed $\dots^4$
PRINC	CIPLE 1 – LAY SOLID FOUNDATIONS FOR MANAGEMENT AND OVE	RSIGHT	
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="http://www.simavita.com/irm/content/corporate-governance.aspx?RID=389">http://www.simavita.com/irm/content/corporate-governance.aspx?RID=389</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	

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

Corpo		We have followed the recommendation in full for the whole of the period above. We have disclosed $\dots$	We have NOT followed the recommendation in full for the whole of the period above. We have disclosed $\ldots^4$
1.5	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 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="http://www.simavita.com/irm/content/corporate-governance.aspx?RID=389">http://www.simavita.com/irm/content/corporate-governance.aspx?RID=389</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:	an explanation why that is so 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 OR  □ at [insert location]  and the information referred to in paragraph (b):  □ in our Corporate Governance Statement OR  □ at [insert location]	an explanation why that is so 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	

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 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 (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	
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.		an explanation why that is so in our Corporate Governance Statement
2.3	<ul> <li>A listed entity should disclose:</li> <li>(a) the names of the directors considered by the board to be independent directors;</li> <li>(b) if a director has an interest, position, association or relationship of the type described in Box 2.3 but the board is of the opinion that it does not compromise the independence of the director, the nature of the interest, position, association or relationship in question and an explanation of why the board is of that opinion; and</li> <li>(c) the length of service of each director.</li> </ul>	the names of the directors considered by the board to be independent directors:  in our Corporate Governance Statement and the length of service of each director:  in our Corporate Governance Statement	

Corpora	ate Governance Council recommendation	We have followed the recommendation in full for the whole of the period above. We have disclosed	We have NOT followed the recommendation in full for the whole of the period above. We have disclosed $\dots^4$
2.4	A majority of the board of a listed entity should be independent directors.		an explanation why that is so 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:  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	<ul> <li>A listed entity should:</li> <li>(a) have a code of conduct for its directors, senior executives and employees; and</li> <li>(b) disclose that code or a summary of it.</li> </ul>	our code of conduct or a summary of it:  in our Corporate Governance Statement	

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 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 (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	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	
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	

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	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	
PRINCIP	LE 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.simavita.com/irm/content/corporate-governance.aspx?RID=389">http://www.simavita.com/irm/content/corporate-governance.aspx?RID=389</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	

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 $\ldots^4$
PRINCIP	LE 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	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	
7.2	framework.  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.  A listed entity should disclose:	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	an explanation why that is so in our Corporate Governance Statement
7.3	<ul> <li>(a) if it has an internal audit function, how the function is structured and what role it performs; or</li> <li>(b) if it does not have an internal audit function, that fact and the processes it employs for evaluating and continually improving the effectiveness of its risk management and internal control processes.</li> </ul>	[If the entity complies with paragraph (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	

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 $\dots^4$
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	

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 $\dots^4$
PRINCIP	LE 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 (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	
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	
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 \( \)	

# SIMAVITA LIMITED

# CORPORATE GOVERNANCE STATEMENT

# **INTRODUCTION**

Simavita Limited ("Simavita" and the "Company") and its Board is responsible for the overall corporate governance including adopting appropriate policies and procedures. The Board continues to review and improve its corporate governance framework and practices to ensure they meet the interests of shareholders. In this statement, the Company and its controlled entities together are referred to as the "Group".

This Corporate Governance Statement reports against the 3rd edition of the ASX Corporate Governance Council's Principles and Recommendations (**ASX Principles**) and the practices detailed in this Corporate Governance Statement are current as at 30 June 2016.

#### ASX PRINCIPLES

# Principle 1: Lay solid foundations for management and oversight

The Board has responsibility for providing overall strategic guidance for Simavita and effective oversight of management. The Board monitors Simavita's compliance with its Articles, from which the Board derives its authority to act, and with the relevant legal and regulatory requirements.

The Board has delegated day-to-day management of the business and affairs of Simavita to executive management and have set the levels of authority for the Chief Commercial Officer and other members of executive management. These levels are periodically reviewed by the Board and documented.

#### Roles and responsibilities of the Board and Management

The responsibilities of the Board include:

- providing strategic guidance to the Group, including contributing to the development of and approving the Group's corporate strategy;
- reviewing and approving business plans, the Group's annual budget and other financial plans, including available resources and major capital expenditure initiatives;
- > overseeing and monitoring:
  - organizational performance and the achievement of the Group's strategic goals and objectives;
  - compliance with the Company's Code of Conduct; and
  - progress of major capital expenditures and other significant projects, including any acquisitions or divestments;
- > monitoring the Group's financial performance, including approval of the annual and half-year financial reports and regular liaison with the Company's external auditors;
- ➤ appointing, performance asssessing and, if necessary, removing the Chief Executive Officer (or equivalent);
- ratifying the appointment and/or removal and contributing to the performance assessment for key members of the Executive Team;
- > ensuring there are effective management processes in place for approving major corporate initiatives;
- > overseeing the operation of the Group's system for compliance and risk management; and
- > ensuring appropriate resources are available to senior Management to enable them to implement the strategies approved by the Board.

Upon joining the Company, all members of the executive team are provided with letters of appointment outlining the terms of their appointment. In accordance with Company policy, performance appraisals for all members of the executive team occur annually. The performance appraisals have consisted of KPIs and financial targets set at the beginning of the year and reviewed after the half year and full year results.

# Performance assessment

The Board undertakes an ongoing self-assessment of its collective performance, the performance of the Chairman and of its two Sub-Committees, in addition to a formal assessment process that is undertaken annually. The assessments also consider the adequacy of the Company's induction and continuing education processes, access to information and the support provided by the Secretary.

Members of the Executive Team are invited to contribute to the above appraisal process. The results and any action plans are documented together with specific performance goals which are agreed for the coming year. The Chairman undertakes an assessment of the performance of each Director and meets with him or her to discuss the results of the assessment.

The current Board (Mr Spooner, Dr Pace and Mr Bingham) has been in place since 6 May 2016. As there has been numerous changes to the Board during the financial year, no performance review was undertaken. The Board will conduct a performance review at the end of the next reporting period.

As Simavita was, until 3 August 2016 listed on the TSX Venture Exchange in Canada, prior to their appointment to the Board, all new Directors were required to complete a detailed personal information form and undergo a formal police check, both of which were then released publicly via the SEDAR website in Canada. As part of their appointment, new Directors are provided with an induction pack that contains a letter of appointment setting out the key terms of appointment and copies of all material governance and related documents.

The Company Secretaries of the Company are directly accountable to the Board and work closely with the Chairman to ensure the efficient functioning of the Board.

Included in the documents that are provided to all shareholders ahead of shareholder meetings is detailed information regarding each of the Directors who are to be put before the shareholders for re-election at the meeting.

#### Diversity policy

The Board currently has a diversity charter which requires the Board to set measurable objectives for achieving gender diversity and to assess annually both the objectives and the Company's progress in achieving them.

The Company values diversity and recognizes the benefits it can bring to the organization's ability to achieve its goals. Accordingly, the Board is considering the introduction of a series of guidelines that are to be documented in a revised diversity policy which outlines its diversity objectives in relation to gender, age, cultural background, ethnicity and other factors.

For FY2016, no measurable objectives were established. Given the changes to the Board during the reporting period, the Board is of the view that it will undergo a cycle of familiarisation and adaptation before considering whether to establish such objectives

# Female employees as a percentage of workforce participation as at 31 August 2016

Group***	Females Percentage at 31 August 2016	Males Percentage at 31 August 2016
Board	0%	100%
Non-executive Board Directors	0%	100%
Senior Leadership Team*	25%	75%

Group***	Females Percentage at 31 August 2016	Males Percentage at 31 August 2016
Overall for Simavita**	55.6%	44.4%

<sup>\*</sup>Senior executives is the level reporting to the Board.

# Principle 2: Structure the Board to add value

# Nomination and Remuneration Sub-Committee

During the reporting period, the Company did have, for part of the year a Nomination and Remuneration Sub-Committee, which consisted of Ari Bergman (Chairman), Warren Bingham and Michael Brown, until 29 February 2016. Details of their attendance at meetings of the Sub-Committee are set out in the table below The Sub-Committee operated in accordance with principles which have been documented in a formal Charter which is available on the Company's website at <a href="http://www.simavita.com/irm/content/corporate-governance.aspx?RID=389">http://www.simavita.com/irm/content/corporate-governance.aspx?RID=389</a>. The members of the Nomination and Remuneration Sub-Committee were all independent directors.

Until the Nomination and Remuneration Committee ceased operation on 29 February 2016, the main responsibilities of the members of the Nomination and Remuneration Sub-Committee were to:

- > conduct an annual review of the membership of the Board, having regard to present and future needs of the Company and to make recommendations on Board composition and appointments;
- > conduct an annual review of, and conclude on the independence of, each Director;
- > propose candidates for Board vacancies;
- > oversee the annual performance assessment program;
- > oversee Board succession, including the succession of the Chairman, and review whether succession plans are in place to maintain an appropriately balanced mix of skills, experience and diversity on the Board;
- > ensure that appropriate processes are in place and that appropriate independent advice is sought to support the Board in assessing the performance, and reviewing the remuneration of, the Chief Executive Officer;
- > ensure that appropriate processes are in place and that appropriate independent advice is sought to support the Board in ratifying the appointment and/or removal of and contributing to the performance assessment for key members of the Executive Team; and
- > assess the effectiveness of the induction process.

The Board has now taken over these responsibilities and believes that this is the appropriate approach for the Company at this current stage. The Board is satisfied that at this stage of the Company's development, it has the appropriate mix of skills, knowledge and experience and will, at an appropriate stage of the Company's development, consider the appointment of additional directors.

Notices of meetings for the election of Directors comply with the ASX Corporate Governance Council's best practice recommendations.

New Directors are advised of the Company's expectations, their responsibilities, rights and the terms and conditions of their appointment. All new Directors participate in a formal induction program which covers the operation of the Board and its Sub-Committees and financial, strategic, operations and risk management issues.

The Board operates in accordance with the Board Charter that has been uploaded to the corporate governance section of the Company's website (www.simavita.com). The Charter documents details of the Board's composition and responsibilities.

# **Board** composition

The principles which are documented in the Charter state that:

- ➤ the Board is to be comprised of both executive and non-executive Directors with at least two of the Directors being non-executive. Non-executive Directors bring with them a fresh perspective to the Board's consideration of strategic, risk and performance matters;
- ➤ in recognition of the importance of independent views and the Board's role in supervising the activities of Management, the majority of the Board should ideally be independent of Management and all Directors are required to exercise independent judgement and review and constructively challenge the performance of the Executive Team;
- ➤ the non-executive Directors should meet periodically in the absence of Management;
- ➤ the Chairman is elected by the full Board and is encouraged to meet regularly with the Chief Executive Officer (or equivalent, currently the Chief Commercial Officer);
- > the Board should meet at least eight times a year; and
- ➤ the Board should undertake an annual Board performance review and consider the appropriate mix of skills required by the Board to maximize its effectiveness and its contribution to the Group.

#### The Board seeks to ensure that:

- ➤ at any point in time, its membership represents an appropriate balance between directors with experience and knowledge of the Group and its activities and directors with an external or fresh perspective; and
- > the size of the Board is conducive to effective discussion and efficient decision-making.

# Directors' independence

As outlined below, the Board has adopted principles in relation to the independence of its Directors. These principles state that, when determining independence, a Director must be a non-executive and the Board should consider whether the Director:

- is a substantial shareholder of the Company or an officer of, or otherwise associated directly with, a substantial shareholder of the Company;
- ➤ is, or has been, employed in an executive capacity by the Company or any other Group member within three years before commencing his or her service on the Board;
- ➤ within the last three years has been a principal of a material professional adviser or a material consultant to the Company or any other Group member, or an employee materially associated with the service provided;
- ➤ is a material supplier or customer of the Company or any other Group member, or an officer of or otherwise associated directly or indirectly with a material supplier or customer;
- ➤ has a material contractual relationship with the Company or a controlled entity other than as a Director of the Group; and
- is free from any business or other relationship which could, or could reasonably be perceived to, materially interfere with the Director's independent exercise of his or her judgement.

Materiality for these purposes is determined on both quantitative and qualitative bases. An amount of over five percent of annual turnover of the Group or five percent of the individual Directors' net worth is considered material for these purposes. In addition, a transaction of any amount or a relationship is deemed material if knowledge of it may impact the shareholders' understanding of the Director's performance.

The Board assesses Director independence each year. To enable this process to occur efficiently, the Directors must provide all information that may be relevant to the assessment.

#### **Board members**

The Board as at the date of this report is comprised of:

Name of Director	<b>Appointment Date</b>	Non-Executive Status	Independence Status
Michael Spooner	April 27, 2016	$\square$	
Gary W. Pace	April 27, 2016		
Warren R. Bingham	May 21, 2015		

#### Notes:

As at the date of this report, a majority of the directors of the Company are independent and the Chairman of the Board, Michael Spooner is also independent and is not the Chief Executive Officer of the Company.

Set out below are the directors who ceased to be directors as at the dates below. During the year, until April 27, 2016 the Company did not have a majority of independent directors as recommended by the ASX Principles.

Mrs. Lewis, who served as the Company's Chief Executive Officer, was an Executive Director. Two of the remaining five Directors had a relationship which the Board considered impacted on their independence: Mr. Michael Brown, who served until April 27, 2016 as the Chairman of the Board (having provided consulting services to the Company prior to joining the Board) and Mr. Damien Haakman (being associated with the major shareholder of the Company). As at the date of this Financial Report, each Director had the following lengths of service:

Name of Director	Appointment Date	<b>Cessation Date</b>	Non-Executive Status	Independence Status
Michael W. Brown	January 7, 2015	April 27, 2016	☑	×
Philippa M. Lewis*	November 20, 2013	April 27,, 2016	×	×
Ari B. Bergman	November 20, 2013	February 29, 2016		
Damien M. Haakman	November 20, 2013	February 29, 2016		×
Craig Holland	November 14, 2014	May 5, 2016	$\square$	
Note: Philippa Lewis was CEO and	Managing Director			

Note: Philippa Lewis was CEO and Managing Director

The Company has not yet adopted a Board skills matrix that summarises the skills, diversity and experience of each Director and identified any areas where additional skills may be required. At this stage of development it is not considered necessary and once the Company is at a more advanced stage of development, it will consider the adoption of a board skills matrix.

#### Commitment

The Board held 11 meetings during the year ended June 30, 2016. Non-executive Directors are expected to spend adequate time preparing for and attending Board and Sub-Committee meetings and associated activities.

The number of meetings of the Company's Board of Directors and of each Sub-Committee held during the year ended June 30, 2016, and the number of such meetings attended by each Director, are disclosed in the table below.

	Directors' meetings		<b>Sub-Committees of the Board</b>			
			<b>Audit and Risk</b>		Nomination and Rem.	
Name of Director	Eligible	Attended	Fligible	Attended	Fligible	Attended

Name of Director	Eligible	Attended	Eligible	Attended	Eligible	Attended
Michael W. Brown <sup>1</sup>	10	10	1	1	-	-
Philippa M. Lewis <sup>2</sup>	10	10	2	2	-	-
Ari B. Bergman <sup>3</sup>	8	7	3	3	-	-
Warren R. Bingham	11	11	1	1	-	-
Damien M. Haakman <sup>4</sup>	7	7	3	3	-	-
Craig J. Holland <sup>5</sup>	10	10	3	3	-	-
Michael Spooner	1	1	-	-	-	-
Gary W. Pace	1	1	-	-	-	-

#### Notes:

- 1. Mr. Brown served as a Director of the Company from January 7, 2015 to April 27, 2016.
- 2. Ms. Lewis served as CEO and Managing Director of the Company from November 20, 2013 to April 27, 2016
- 3. Mr. Bergman served as a Director of the Company from November 20, 2013 to February 29, 2016
- 4. Mr. Haakman served as a Director of the Company from November 20, 2013 to February 29, 2016.
- 5. Mr. Holland served as a Director of the Company from November 14, 2014 to May 5, 2016.

As at the date of this Report, the Company did not have any sub-committees. Until 29 February 2016, the Board had a Nomination and Remuneration Sub-Committee and until 25 August 2016, the Board had an Audit and Risk Committee.

The individuals who served as members of the two Sub-Committees during the year ended June 30, 2016 were:

	Audit and Risk	Nomination and Remuneration
Name of Member	Period served	Period served
Michael W. Brown	Not applicable	July 1, 2016 to February 29, 2016
Philippa M. Lewis	Not applicable	Not applicable
Ari B. Bergman	July 1, 2016 to February 29, 2016	July 1, 2015 to February 29, 2016
Warren R. Bingham	July 1, 2016 to June 20 2016	May 21, 2015 to June 30, 2015
Damien M. Haakman	July 1, 2016 to February 29, 2016	Not applicable
Craig J. Holland	July 1, 2016 to May 6, 2016	Not applicable
Michael Spooner	April 27, 2016 to June 30, 2016	Not applicable
Gary W. Pace	April 27, 2016 to June 30, 2016	Not applicable

Prior to appointment or being submitted for re-election, each non-executive Director is required to acknowledge that he or she has, and will continue to have, the time available to discharge his or her responsibilities to the Company. Where eligible, a Director may stand for re-election.

# Term of office

The Company's Articles specifies that all Directors must retire from office each year.

#### Induction

The induction provided to new Directors enables them to actively participate in Board decision-making as soon as possible. It ensures that they have a full understanding of the Company's financial position, strategies, operations, culture, values and risk management policies. It also explains the respective rights, duties, responsibilities, interaction and roles of the Board and the Executive Team and the Company's meeting arrangements. To achieve continuing improvement in Board performance, all Directors are encouraged to undergo regular professional development.

# Conflict of interests

In accordance with the principles laid out in the Company's Board Charter, all Directors are required to declare all interests in dealings with the Company and are required to take no part in decisions relating to them. In addition, those Directors are not entitled to receive any papers from the Group pertaining to those dealings. Apart from Mr. Haakman's association with the Company's major shareholder, no such declarations were received from any Director during the financial year. Mr Haakman retired from the Board on 29 February 2016.

#### Independent professional advice

All Directors and members of the Board's two Sub-Committees have the right, in connection with their duties and responsibilities, to seek independent professional advice at the Company's expense. In such cases, the prior written approval of the Chairman is required, but such approval is not to be unreasonably withheld.

## **Board Sub-Committees**

The Board during the year had established two Sub-Committees to assist in the execution of its duties and to allow detailed consideration of complex issues. Given the change in the Board during the year, on 29 February 2016 the Nomination and Remuneration Committee ceased to operate and following approval of the 30 June 2016 financial statements, the Audit and Risk Committee's operations are currently suspended and will be re-formed once additional directors are appointed. The responsibilities of both sub committees are now being carried out by the Board as a whole.

Each of the Board's two Sub-Committees had its own approved written Charter setting out its role and responsibilities and that of its members, its composition, structure, membership requirements and the manner in which the Sub-

Committee is to operate. These Charters are reviewed on an annual basis and are available on the Company's website. All matters determined by the Sub-Committees are submitted to the full Board as recommendations for Board decisions.

Minutes of Sub-Committee meetings are tabled for review at the subsequent Board meeting. Additional requirements for reporting by the Sub-Committees to the Board are addressed in the Charter of the respective Sub-Committee.

# Principle 3: Promote ethical and responsible decision making

# Code of conduct

The Company has developed a Code of Conduct (the "Code") which has been endorsed by the Board and which applies to all Directors. The Code is regularly reviewed and updated as necessary to ensure it reflects the highest standards of behaviour and professionalism and the practices necessary to maintain confidence in the Group's integrity and to take into account the legal obligations and reasonable expectations of the Company's stakeholders.

In summary, the Code requires that at all times Directors and employees act with the utmost integrity, objectivity and in compliance with the letter and the spirit of the law and the Company's policies.

The purchase and sale of Company securities by Directors and employees is governed by the Securities Trading Policy. The Trading Policy prohibits Personnel from dealing in the Company's securities while in possession of inside information as defined under section 1043A of the Corporations Act 2001.

Directors and Senior Executives (being key management personnel) are not permitted to trade in the two week period leading up to the publication of quarterly, half-year and full-year results, until the start of the second trading day following release. The Company may also determine that certain additional periods are Black Out Periods for the purposes of this Policy, including when the Company is considering matters subject to ASX Listing Rule 3.1A.

The Code requires employees who are aware of unethical practices within the Group or breaches of the Company's Securities Trading Policy to report such breaches in compliance with the principles to be documented in the Company's whistleblower program which can be done anonymously.

The Directors are satisfied that the Group has complied with its policies on ethical standards.

# Principle 4: Safeguard integrity in corporate reporting

#### Audit and Risk Sub-Committee

During the financial year, the members of the Audit and Risk committee were:

Director	Role	Non-Executive	Independent
Michael Spooner	Chairman	✓	✓
Gary Pace	Member	✓	✓
Warren Bingham	Member	✓	✓
Craig Holland	Member	✓	✓
Damien Haakman	Member	✓	×

The Composition of the Committee partly complied with Principle 4.1 in that it comprised 3 directors, all of whom are non-executive directors. The Chairman of the Audit and Risk Committee was, until 6 May 2016, Mr Craig Holland who was not Chairman of the Board. Following that date, Mr Spooner was Chairman of the Board and Committee. The Sub-Committee operated during the year in accordance with principles which are documented in a formal Charter which is available on the Company's website. The relevant qualifications and experience of the members of the Sub-Committee during the year are set out in the 2016 Annual Report.

The main responsibilities of the members of the Sub-Committee are to:

- review, assess and approve the annual and half-year financial reports and all other financial information published by the Company or released to the Market;
- > assist the Board in reviewing the effectiveness of the organization's internal control environment covering:

- effectiveness and efficiency of operations;
- reliability of financial reporting; and
- compliance with applicable laws and regulations;
- > oversee the effective operation of the Company's risk management framework;
- recommend to the Board the appointment, removal and remuneration of the external auditors, and review the terms of their engagement, the scope and quality of the audit and assess their performance;
- > consider the independence and competence of the external auditor on an ongoing basis;
- review and approve the level of non-audit services provided by the Group's external auditors and ensure that it does not adversely impact the auditors' independence;
- review and monitor all related party transactions and assess their propriety; and
- report to the Board on matters relevant to the Sub-Committee's role and responsibilities.

In fulfilling its responsibilities, the Audit and Risk Sub-Committee:

- receives regular reports from both Management and the Company's external auditors and meets with the external auditors at least twice a year, or more frequently, if necessary;
- reviews the processes the CEO and CFO have in place to support the annual certifications that they each provide to the Board and the certifications themselves;
- reviews any significant disagreements between the auditors and Management, irrespective of whether they have been resolved; and
- > provides the external auditors with a clear line of direct communication at any time to either the Chairman of the Audit and Risk Sub-Committee or, if necessary, the Chairman of the Board.

The Audit and Risk Sub-Committee has authority, within the scope of its responsibilities, to seek any information it requires from any employee or external party.

Prior to Board approval of the Company's quarterly, half year and annual financial reports, the CEO (or equivalent, such as the Chief Commercial Officer) and Chief Financial Officer (or equivalent, such as the Financial Controller) provide the Board with declarations equivalent with (as the case may be) section 295A of the Corporations Act 2001 (Cth) and Recommendation 4.2 of the ASX Principles. For the financial year ended 30 June 2016, the Chief Commercial Officer and the Financial Controller made a declaration to the Board equivalent to section 295A of the Act. The declaration was formed on the basis of a sound system of risk management and internal control which is operating effectively.

#### External auditors

The Company and Audit and Risk Sub-Committee policy is to appoint external auditors who clearly demonstrate both quality of service and independence. The performance of the external auditor is reviewed annually and applications for tender of external audit services are requested as deemed appropriate, taking into consideration assessment of performance, existing value and tender costs. PricewaterhouseCoopers ("PwC") was appointed as the Company's external auditor during the year ended June 30, 2014. It is PwC's policy to rotate audit lead engagement partners on listed companies at least every five years.

An analysis of the fees paid to the external auditors, including a break-down of fees for non-audit services, is provided in Note 23 to the financial statements. It is the policy of the external auditors to provide an annual declaration of their independence to the Audit and Risk Sub-Committee which is reproduced in the Company's Annual Report.

The external auditor attends the Company's Annual General Meeting and is available to answer shareholder questions about the conduct of the audit and the preparation and content of the audit opinion.

The number of meetings held and attendance is disclosed above.

# Principle 5: Make timely and balanced disclosure

# Continuous disclosure and shareholder communication

The Company has a Continuous Disclosure Policy that documents its principles, policies and procedures regarding the disclosure of any information concerning the Group that a reasonable person would expect to have a material effect on the price of the Company's securities. Once complete, this policy will include the arrangements the Company has in place to promote communication with shareholders and encourage effective participation at general meetings. This policy will be made available on the Company's website.

The Secretary has been nominated as the person responsible for communications with Australian Securities Exchange ("ASX"). This role includes responsibility for ensuring compliance with the continuous disclosure requirements in the ASX Listing Rules and overseeing and co-ordinating information disclosure to ASX, analysts, brokers, shareholders, the media and the public.

All information disclosed to the ASX is uploaded to the Company's website. When analysts are briefed on aspects of the Group's operations, the materials used in the presentation is released to the ASX and uploaded to the Company's website. Procedures have also been established for reviewing whether any price sensitive information may have been inadvertently disclosed and, if so, this information is also immediately released to the Markets.

# Principle 6: Respect the rights of security holders

The Company maintains a comprehensive website at <a href="www.simavita.com">www.simavita.com</a>. The website also enables security holders and other users to provide feedback to the Company and has an option for shareholders to register their email address so that they can receive direct email updates on Company matters.

While the Company actively encourages the attendance and participation of its security holders at all general meetings, the Company is in the process of drafting policies that will document these processes further.

The Company maintains an active investor relations program in both Australia and overseas and all shareholders are entitled to receive a hard copy of the Company's Annual Report and Half-Year Report which are also available for download on its website at no charge. Security holders can send and receive communications from the Company and its share registry electronically.

# Principle 7: Recognize and manage risk

The Board is responsible for satisfying itself annually, or more frequently as required, that Management has developed and implemented a sound system of risk management and internal control. Detailed work on this task is delegated to the Audit and Risk Sub-Committee and reviewed by the full Board.

The Audit and Risk Sub-Committee is responsible for ensuring that there are adequate policies in relation to risk management, compliance and internal control systems. During the year ended June 30, 2016, the Company created a comprehensive Enterprise Risk Plan (the "Plan") which is reviewed and updated by Management on a regular basis.

The Sub-Committee reviews the Plan on a regular basis and monitors the Company's risk management by overseeing Management's actions in the evaluation, management, monitoring and reporting of material operational, financial, compliance and strategic risks. In providing this oversight, the Audit and Risk Sub-Committee:

- reviews the framework and methodology for risk identification, the degree of risk the Company is willing to accept, the management of risk and the processes for auditing and evaluating the Company's risk management system;
- > reviews Group-wide objectives in the context of the abovementioned categories of corporate risk;
- reviews and, where necessary, approves guidelines and policies governing the identification, assessment and management of the Company's exposure to risk;
- reviews and approves the delegations of financial authorities and addresses any need to update these authorities on an annual basis; and
- > reviews compliance with agreed policies.

The Sub-Committee recommends any actions it deems appropriate to the Board for its consideration.

The design, implementation and reporting on the adequacy of the Company's risk management and internal control systems is the responsibility of Management who reports to the Sub-Committee on the effectiveness of:

- > the risk management and internal control system which operated during the year; and
- > the Company's management of its material business risks, as documented in the Plan.

During the year the Board did not review the risk management framework due to the changes in the composition of the Board. It is proposed that the Board reviews the risk management framework during the FY2017 year.

#### Risk management group

The Company's risk management policies and the operation of the risk management and compliance system are managed by the Company's risk management group which consists of selected senior executives and is chaired by the Chairman of the Audit and Risk Sub-Committee. The Board receives reports from this group as to the effectiveness of the Company's management of material risks that may impede or impact on the Company's ability to meet its business objectives. To assist in this regard, as stated above, a comprehensive Enterprise Risk is currently in place and has been adopted by the Board.

Each of the Company's business units report to the risk management group on the key business risks applicable to their respective areas. The review is undertaken by business unit management. The risk management group then consolidates the business unit reports and recommends any actions to the Board for its consideration.

The Group does not have an internal audit function as the Board does not believe that the Company's current level of operations warrant an internal audit function. As the Company grows and expands, this situation will be reviewed. In the meantime, the Chair of the Audit and Risk Sub-Committee works closely with the Company's Financial Controller and the external auditor to safeguard the integrity in the financial reporting.

# Exposure to other risks

As at the date of this Financial Report, the Board does not believe that the Company has a material exposure to any economic, environmental or social sustainability risks.

#### Principle 8: Remunerate fairly and responsibly

The Nomination and Remuneration Sub-Committee ceased to operate on February 29, 2016 and the nomination and remuneration functions became the responsibility of the Board.

Each member of the Executive Team signs a formal employment contract at the time of his or her appointment covering a range of matters including their duties, rights, responsibilities and any entitlements on termination. The standard contract refers to a specific formal job description. This job description is reviewed by the Board on a regular basis and, where necessary, is revised in consultation with the relevant employee. The Board also reviews independent benchmarking surveys to assess the prevailing market rates when providing the Board with the necessary background information for setting the Chief Commercial Officer and key Executive salaries for the coming financial year.

Further information on Directors' and Executives' remuneration for the year ended June 30, 2016 is set out in Note 23 to the financial statements. The framework for non-executive directors and executives is different.

Non-executive directors are paid their fees out of the maximum aggregate amount approved by security holders for the remuneration of non-executive directors. Non-executive directors do not receive performance based bonuses, however have been granted options as a recognition of their contribution to the Company. Non-executive directors are entitled to statutory superannuation.

The Board also monitors and oversees that appropriate processes are in place for management succession planning, including the implementation of appropriate executive development programs and ensuring adequate arrangements are in place, so that appropriate candidates are recruited for subsequent promotion to senior positions.

In accordance with Group policy, participants in equity-based remuneration plans are not permitted to enter into any transactions that would limit the economic risk of options or other unvested entitlements.