Policy on Control and Management of Company Assets and Shareholder Investments

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MASKELIYA PLANTATIONS PLC

1. Introduction

A Policy on Control and Management of Company Assets and Shareholder Investments is crucial for safeguarding the financial health and operational integrity of the organization. This policy establishes guidelines for the responsible use, protection, and maintenance of the company's assets, ensuring they are utilized efficiently and effectively to maximize shareholder value. By implementing strict controls and management practices, the policy helps prevent misuse, fraud, and loss, thereby preserving the company's financial stability and fostering investor confidence.

2. Purpose and Scope of the Policy

The purpose of this policy is to ensure the responsible control and management of company assets and shareholder investments in compliance with the revised Section 9 of the Corporate Governance Rules (9.2) established by the Colombo Stock Exchange (CSE) for listed companies in Sri Lanka. The policy aims to protect and optimize the use of company assets, enhance operational efficiency, and maximize returns for shareholders while ensuring that all activities are conducted in a manner that upholds the highest standards of integrity, accountability, and transparency.

This policy applies to all directors, officers, employees, and any other individuals who have access to or are responsible for managing the assets of Maskeliya Plantations PLC. It encompasses all forms of assets, including but not limited to physical assets, financial assets, intellectual property, and human resources. Additionally, this policy covers the management of shareholder investments, ensuring that these investments are protected, responsibly managed, and aligned with the company's strategic objectives.

3. Policy Details

3.1. Asset Management Principles

Maskeliya Plantations PLC is committed to the following principles for the control and management of company assets:

- **Efficiency:** All company assets must be used in a manner that maximizes their value and contributes to the company's operational efficiency. This includes regular monitoring, maintenance, and optimization of assets to ensure they remain productive and cost-effective.
- **Accountability:** Every individual with access to company assets is responsible for their proper use, care, and safeguarding. The company will implement strict internal controls, including asset tracking systems, to monitor and report on asset utilization and to prevent misuse, loss, or theft.
- **Compliance:** The management of assets will be conducted in full compliance with all relevant legal, regulatory, and accounting standards. This includes adhering to the requirements of the CSE and other regulatory bodies concerning the disclosure and reporting of asset management activities.

- **Risk Management:** The Company will regularly assess and mitigate risks associated with the ownership and use of assets. This includes implementing insurance policies, contingency plans, and other risk management strategies to protect the company's assets from potential threats such as natural disasters, cyber-attacks, or market fluctuations.

3.2. Shareholder Investment Management

The management of shareholder investments is a core responsibility of Maskeliya Plantations PLC. The company will ensure that all decisions related to the use of shareholder funds are made with the utmost care and consideration for maximizing long-term value.

- **Investment Strategy:** The Company will develop and adhere to an investment strategy that aligns with its overall business objectives and risk tolerance. This strategy will be regularly reviewed and updated to reflect changing market conditions and opportunities.
- **Transparency:** The Company will provide shareholders with regular, clear, and accurate reports on the performance of their investments. This includes timely disclosure of financial results, significant transactions, and any other information that could impact the value of their investments.
- **Protection of Shareholder Interests:** The Company will implement safeguards to protect shareholder investments from undue risk or loss. This includes ensuring that all investment decisions are subject to rigorous internal review and approval processes.

3.3. Roles and Responsibilities

The Board of Directors is ultimately responsible for overseeing the control and management of company assets and shareholder investments. The Audit Committee will monitor compliance with this policy and review the effectiveness of asset management practices. The Head of Finance and relevant department heads will be responsible for implementing the policy, ensuring that all procedures are followed, and report any significant issues to the Board.

4. Review and Amendments

This policy will be reviewed annually by the Audit Committee and updated as necessary to ensure continued compliance with legal and regulatory requirements, as well as alignment with best practices in asset management and corporate governance. Any amendments to the policy will require the approval of the Board of Directors.