



REGENCY PETROLEUM COMPANY LIMITED.

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Corporate Disclosure Policy

OVERVIEW

This Policy sets out the standards and the requirements of Regency Petroleum Company Limited (“the Company or “RPL”) in relation to communication with its shareholders and its obligations under the Rules of the Jamaica Stock Exchange (JSE) Junior Market Rules and the governing standards of the PSOJ Corporate Governance Code.

The Company believes that an effective policy for communication with shareholders enhances its strong culture of disclosure to keep the shareholders and the relevant markets informed. This Policy reflects the Board’s requirement that shareholders should be fully informed about the Company and that shareholders should have access to the latest information available utilising, where practicable, electronic communications and social media platforms to keep shareholders and the relevant markets informed of relevant information from the Company in a timely manner.

A. Objectives and Principles of Disclosure

1. The primary goal of disclosure is to provide factual, timely, and complete information to the market, interested parties, and shareholders, helping them make informed investment choices regarding RPL securities.
2. RPL is guided by the core principles of **accuracy, accessibility, timeliness, completeness, and regularity.**
3. RPL will seek to maintain a balanced transparency that protects the company's competitive advantage in the local energy and fuel distribution market while strictly complying with the laws of Jamaica, the Rules of the JSE Junior Market and the internal governance guidelines.
4. RPL is committed to the timely, factual and comprehensive disclosure of all material facts and will not avoid the disclosure of negative or challenging operational updates if they are considered essential to its investors.

B. Media Communication Protocol

1. To ensure consistent quality and strategic alignment, all external media interaction must be coordinated centrally. All requests for media comments,

written responses, or broadcast interviews must be flagged to the designated **Investor Relations Officer**.

2. The **Chief Executive Officer (CEO)** and/or his formal designate holds the authority to grant prior approval for any management official to provide statements or execute interviews with news entities.
3. **Response Window:** Where written or telephone media inquiries are initiated, RPL will provide formal answers within **forty-eight (48) hours**, as far as is practical.
4. **Advance Notice:** For scheduled broadcast or print interviews, the interviewing media house must submit the baseline topics and specific questions at least **two (2) days in advance**.
5. RPL maintains the explicit right to have a second officer present during media exchanges and to create an independent audio/video recording of the session.
6. Approved operational team members may share data that is already available in the public domain (e.g., fuel product lines, standard market LPG container sizes, historical financial disclosures), provided they email details of the exchange to the CEO prior to the release to the media.

C. Persons Authorized to Make Disclosures

Subject to the media protocol outlined above, the following officers are designated as "Authorized Persons" to communicate directly with shareholders, creditors, financial institutions, the public, and regulatory authorities:

- **The Chairman of the Board**
- **The Chief Executive Officer (CEO)**
- **The Designated Investor Relations Officer**

Note: Public statements that could materially impact trading activities, share valuation, or market perception must be cross-coordinated with the CEO or the Board Chairman prior to execution.

D. Rules and Specific Allocation of Responsibilities

1. **The Board of Directors:** In alignment with the RPL Corporate Governance Policy Guidelines, the Board holds supreme oversight to regularly review, adapt, and amend this disclosure code.
2. **The Executive Management Team:** Acting through the Chief Financial Officer, holds operational accountability for the day-to-day timeliness, validation, and formal regulatory filing of performance reports to government bodies and the JSE Junior Market.
3. Executive leadership will actively work in a collaborative manner to avoid internal informational siloing so that the company never inadvertently denies material market events or updates that have in fact occurred.

E. JSE Junior Market Compliance Requirements

As a publicly traded company on the JSE Junior Market, RPL strictly aligns with all timely statutory disclosures:

1. **Board Meeting Notifications:** Prescribed notices must be issued ahead of any Board session where dividends, bonus shares, rights offerings, or structural adjustments to capital are to be considered.
2. **Dividend & Outcome Reporting:** Immediate market disclosures must be released following any decision to declare, defer, or omit a dividend payout.
3. **Market Timing:** Company news, quarterly unaudited results, and audited financial statements will generally be released to the public outside of active market trading hours (either before market open or following market close).
4. **Market Rumours:** RPL maintains a strict stance of not commenting on market speculation, social media rumours, or unverified claims. Authorized spokespersons will state this as the definitive corporate policy. However, if a formal clarification is officially demanded by the JSE or a regulatory body, RPL will comply and issue an official statement.

F. Platforms for Public Disclosure

To ensure equitable access to corporate data, RPL will leverage the following channels alongside statutory JSE news feeds:

- **Digital Infrastructure:** The official investor portal at RPL will maintain up-to-date repositories of annual reports, financial quarterlies, corporate codes, and product lines. The website can be found at www.rplgas.com.
- **Market Engagement:** Hosting periodic investor briefings, earnings calls, and structured press distributions to discuss operational trajectories. The record of all briefings can also be found on the company's website.

G. Annual Report and MD&A Standards

The Board guarantees that the management team delivers an Annual Report containing a comprehensive **Management Discussion and Analysis (MD&A)** section. The MD&A must provide context on the fiscal year under review including:

- Detailed performance reflections across the primary core business segments: **Liquefied Petroleum Gas (LPG)** and **Automotive Petroleum**.
- Graphic tracking, operational data trends, and a balanced evaluation of recurring versus non-recurring events.
- In-depth commentary regarding macro-economic environments, fuel supply price changes, infrastructure projects, asset acquisitions, and environmental risk mitigation frameworks.
- A dedicated section summarizing Board composition, committee activity, and general corporate social citizenship.
- Should we include specific clauses regarding **insider trading or black-out periods** for share trading by directors and staff?
- Do you need an accompanying **Media Interview Guide checklist** to attach to this policy?

APPROVED BY THE BOARD:
DATE: