

Statement on verifying unaudited periodic corporate reports

Qualitas Limited ACN 655 057 588 (Company)



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1 Role

Qualitas is committed to providing periodic corporate reports that are considered, clear and honest.

This statement sets out the processes undertaken by Qualitas to verify the integrity of the periodic corporate reports it releases to the market that are not audited by an external auditor.

Qualitas' intention is that periodic corporate reports provide investors with verified information to make informed investment decisions.

2 General principles

The Board has adopted a Market Disclosure Policy (Disclosure Policy) that applies to all disclosures to the market.

Management has developed practices and guidance material that are intended to ensure that periodic corporate reports provide compliant and effective disclosure, in accordance with the Disclosure Policy.

The Disclosure Committee has responsibility for ensuring Qualitas is compliant with continuous disclosure obligations.

Qualitas' process for verifying unaudited periodic corporate reports is as follows:

- reports are prepared by, or under the supervision of, subject-matter experts;
- material statements in the reports are reviewed for accuracy and material requirements; and
- information in a report that relates to financial projections, statements as to future financial performance or changes to the policy or strategy of the Company (taken as a whole) must be approved by the Board.

This process is intended to ensure that all applicable laws, regulations and company policies have been complied with, and that appropriate approvals are obtained before a report is released to the market.

Further detail about Qualitas' processes for verifying each of its periodic corporate reports is outlined below.

3 Annual and half-year reports (excluding the financial statements)

Reporting procedure	Responsibility
Co-ordination of the preparation of the report	Company Secretary
Drafting of the report	Subject-matter experts
Material statements reviewed and verified	Relevant executive member allocates responsibility to relevant personnel
Executives sign off the report relevant to their functions	Executives, relevant to their functions
Board Committees (as relevant) endorse the reports for Board approval	Board Committees
Board approval	Board
Release to ASX	Company Secretary

Note that the financial statements are externally audited or reviewed and are subject to additional processes.

4 Oversight

The Audit, Risk and Compliance Committee reviews management’s compliance with corporate reporting as part of its role in assisting the Board to meet its oversight responsibilities.

5 Definitions

“Periodic corporate reports” has the same meaning as in the ASX Corporate Governance Council’s Principles and Recommendations. For Qualitas, this covers:

- the annual and half-year directors’ report; and
- similar periodic reports prepared for the benefit of investors.

Approved by the Company’s Board on 9 August 2022.

QUALITAS

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