

## Stakeholder Engagement Policy

### Policy statement

We recognize that we impact our stakeholders, and likewise, that stakeholders impact our business and operations. KIPAY is committed to act responsibly and to engage in an open dialogue with our stakeholders.

This policy outlines KIPAY's commitment to engage with its stakeholders to ensure that we develop positive relationships with communities within which it operates. This Policy is part of KIPAY's Corporate Policies.

### Compliance

When engaging our stakeholders, we do it in compliance with the laws, regulations, relevant environmental and social management plans, and our company policies that govern us.

### Definition of stakeholders

Stakeholders are people or organisations which may be affected by or influence KIPAY's activities, such as shareholders, employees, governments and local communities, charitable organisations, as well as business partners, contractors, non-governmental organisations (NGOs), international organisations, academics and media.

### Stakeholder Engagement

Stakeholder engagement is the process by which KIPAY and its stakeholders exchange information and viewpoints in relation to KIPAY's activities. Stakeholder engagement may take place at a local, national, or international level; it may cover commercial, environmental, financial, governance, human rights, operational, social, and other relevant issues; it may vary in form and timing according to the type of issues involved. Forms of engagement may include public meetings, open houses, forums, meetings, community events, phone calls, face-to-face interviews, surveys and group meetings where stakeholders are encouraged to express their views

### Principles

The key principles guiding KIPAY's approach to stakeholder engagement are:

- a) To be open and transparent with stakeholders.
- b) To be accountable and willing to accept responsibility as a corporate citizen and to account for impacts associated with KIPAY activities.
- c) To have a relationship with stakeholders that is based on trust and a mutual commitment to acting in good faith.

- d) To respect stakeholders' interests, opinions and aspirations.
- e) To work collaboratively and cooperatively with stakeholders to find solutions that meet common interests.
- f) To be responsive and to coherently respond in good time to stakeholders.
- g) To be proactive and to act in anticipation of the need for information or potential issues
- h) To engage with stakeholders such that they feel they are treated fairly and their issues and concerns are afforded fair consideration.
- i) To be inclusive and accessible to stakeholders so that they feel able to participate; to receive and understand information; and to be heard.
- j) Ensuring KIPAY's employees and contractors are aware of their obligations toward the protection of local community culture and relationships and the environment.
- g) To communicate frequent and effective through several means including public meetings, stakeholder forums, website, annual report, newsletters, road shows and one-on-one meetings.

## Engagement components

KIPAY's stakeholder engagement shall have the following components, which are to be customized to meet the needs and permit requirements within each group of stakeholders:

- Plan and prepare (articulate purpose; identify stakeholders; determine methods of engagement; develop engagement plan, and prepare for engagement)
- Engage, listen and act (invite stakeholders to engage; provide briefing and listen carefully to stakeholder input; document the suggestions made; develop a plan that reflects stakeholder input; and communicate intentions and actions)
- Follow up, evaluate and report (monitor plan to ensure commitments are met; communicate actions taken to stakeholders as the project progresses; continue to adjust along the way if needed; summarize and report results of engagement)