



Ceylon Tea Brokers PLC

Policy on Control and Management of Company Assets and Shareholder Investments

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1. INTRODUCTION

This policy outlines the principles and practices that guide decisions on asset management at Ceylon Tea Brokers PLC, ensuring the effective management of assets to support the company's corporate objectives and long-term sustainability.

1.1 PURPOSE

This asset management policy applies to all assets owned by Ceylon Tea Brokers PLC, including tea storage facilities, office equipment, vehicles, and IT infrastructure. It also covers leased or hired assets supporting operations. All employees, contractors, and relevant stakeholders must adhere to the guidelines set out in this policy. The intent of this policy is to ensure that all functions within the company are aligned with corporate goals related to asset management. This includes optimizing asset performance, minimizing risks, and ensuring assets deliver value in a sustainable and secure manner.

1.2 BENEFITS OF ASSET MANAGEMENT

Effective asset management is essential for optimizing the use of assets and maximizing return on investment. Key benefits include:

- i. **Increased Profitability:** By monitoring asset performance, we can forecast future investments and maximize value, leading to increased profitability.
- ii. **Improved Efficiency:** Understanding the status and potential of our assets allows us to utilize them more effectively, reducing waste and increasing operational efficiency.
- iii. **Reduced Risk:** Implementing preventive measures protects assets from loss, damage, or theft, mitigating financial risk.
- iv. **Optimized Performance:** Asset performance analytics help identify areas for improvement, ensuring better performance and higher returns on investment.
- v. **Informed Decision-Making:** Data analysis supports better decisions regarding future investments, ensuring alignment with company goals.

1.3 POLICY STATEMENT

In managing its assets, Ceylon Tea Brokers PLC is committed to:

- i. Connecting departments and encouraging collaboration to build effective working relationships for asset management.
- ii. Using data-driven decision-making to ensure optimal value for all stakeholders, including producers, clients, and shareholders.

- iii. Considering the entire lifecycle of assets in decision-making processes, from acquisition to disposal.
- iv. Recognizing the interconnected nature of assets and ensuring decisions account for their impact across the company.

1.4 APPLICATION OF POLICY

Ceylon Tea Brokers PLC will develop and maintain plans for the acquisition, operation, and disposal of assets. This includes:

- i. **Long-term Investment Planning:** Forecasting investment needs and applying risk analysis to determine short-term and long-term requirements.
- ii. **Efficiency Initiatives:** Identifying opportunities to improve efficiency through innovative technologies and sustainable practices.
- iii. **Financial Sustainability:** Ensuring investment decisions support the company's long-term financial health.
- iv. **Lifecycle Cost Analysis:** Evaluating asset investments based on total lifecycle costs, including maintenance and operational expenses.
- v. **Strategic Capital Investment:** Prioritizing investments that meet stakeholder expectations and align with the company's sustainability goals.

1.5 COMMITMENT TO CONTINUOUS IMPROVEMENT AND COMPLIANCE

Ceylon Tea Brokers PLC is committed to continuous improvement in asset management, ensuring compliance with relevant legislation and international standards. Our commitments include:

- i. Driving innovation in asset management practices to enhance performance.
- ii. Monitoring and reviewing asset management processes to ensure alignment with strategic objectives.
- iii. Regularly reviewing this policy to maintain its relevance and effectiveness.

1.6 ROLES AND RESPONSIBILITIES

The execution of this policy involves the following roles:

- **Board of Directors:** Responsible for approving the asset management policy, defining organizational priorities, and ensuring adequate resources for its implementation.
- **Finance Director:** Oversees the implementation of this policy across the company.
- **Department Heads and Managers:** Responsible for ensuring the adoption and implementation of this policy within their departments.
- **All Employees:** Required to observe the policy's requirements in managing company assets.

2. SHAREHOLDER INVESTMENTS

Ceylon Tea Brokers PLC aims to generate sustainable returns on its assets while promoting long-term value creation for shareholders. The company conducts a thorough analysis of each investment, considering financial and non-financial factors such as environmental and social impacts, corporate governance, and long-term business strategy.

We believe that responsible investments are essential to achieving sustainable growth. Our investment strategy integrates financial, social, and environmental sustainability principles to ensure sound business practices and to contribute positively to the tea industry and the communities in which we operate.

Ceylon Tea Brokers PLC is committed to maintaining transparency in our investment decisions and aligning our practices with our core values, ensuring the responsible management of shareholder funds.