



**Scanpower Limited  
Head Office**

Oringi Business Park  
Oringi Road  
PO Box 157  
Dannevirke 4942  
New Zealand

**T:** 06 374 8039

**F:** 06 374 9592

**E:** [enquiries@scanpower.co.nz](mailto:enquiries@scanpower.co.nz)

**[www.scanpower.co.nz](http://www.scanpower.co.nz)**

7 September 2018

*Improvement Plan / Initiatives*

5. After discussion with the Scanpower Board of Directors, the CEO has agreed to:

- a) Prepare an annual calendar detailing the dates and requirements of disclosures to be made under the EDB ID Determination this year, and in all future years.

*This is to be completed by 3 October 2018, being the date of the next scheduled Scanpower board meeting.*

- b) Have this calendar externally reviewed by a suitably qualified party (e.g. PWC or similar) and provide written confirmation of its accuracy on an annual basis.

*This is to be completed by 31 December 2018, noting that no new disclosures are required prior to this date.*

- c) Include a copy of the calendar in every monthly board report as a standing item.

*This is to be completed by 3 October 2018, being the date of the next scheduled Scanpower board meeting.*

- d) Include regulatory reporting as a standing item on the board meeting agenda every month.

*This is to be completed by 3 October 2018, being the date of the next scheduled Scanpower board meeting.*

- e) Submit any disclosure to be made under the EDB ID Determination to the Board at least two months prior to publication / release so as to allow adequate time for review and any enquiries arising, including external review by a suitably qualified party at the Board's discretion.

*This is to be completed according to the due date of each future disclosure.*

- f) Accompany any such disclosure with the relevant excerpt from the EDB ID Determination covering the requirements thereof.

*This is to be completed according to the due date of each future disclosure.*

6. Through implementation of the initiatives contained in the plan above Scanpower believes it will avoid any future non-conformances, whether caused by misunderstandings or mistakes, in respect of its obligations under the EDB ID Determination.

Yours sincerely



**Allan Benbow**  
Chairman of the Board of Directors



**Lee Bettles**  
Chief Executive Officer