

## Statement on verifying unaudited periodic corporate reports

### 1 Purpose

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Woodside is committed to providing clear, concise and effective disclosure in its corporate reports.

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

Woodside's goal is that periodic corporate reports will be accurate, balanced and provide investors with appropriate information to make informed investment decisions.

### 2 General principles

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The Board has adopted a Continuous Disclosure and Market Communications 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 clear, concise and effective disclosure, in accordance with the Disclosure Policy.

Authority has been delegated to the Disclosure Committee to ensure the implementation of the reporting and communications processes and controls set out in the Disclosure Policy and associated guidance material.

Woodside's 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;
- information about Woodside's petroleum reserves is only included in a report if the information complies with the ASX Listing Rules and Woodside's Reserves Policy; 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 Woodside's processes for verifying each of its periodic corporate reports is outlined below.

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

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<b>Reporting procedure</b>	<b>Responsibility</b>
Co-ordination of the preparation of the report	Investor Relations
Drafting of the report	Subject-matter experts
Material statements reviewed and verified	Functional and business unit heads allocate responsibility to relevant personnel
Functional and business unit head sign off	Functional and business unit heads
Audit & Risk Committee endorses the reports for Board approval	Audit & Risk Committee
Board approval	Board
Disclosure Committee sign off	Disclosure Committee
Release to ASX	Woodside Secretariat

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

### 4 Quarterly reports

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<b>Reporting procedure</b>	<b>Responsibility</b>
Co-ordination of the preparation of the report	Investor Relations
Drafting of the report	Subject-matter experts
Material statements reviewed and verified	Functional and business unit heads allocate

	responsibility to relevant personnel
Functional and business unit head sign off	Functional and business unit heads
In accordance with the Board-approved process, the report is distributed to the Audit & Risk Committee with remaining Board members copied, for information and comment	Audit & Risk Committee
Disclosure Committee approval	Disclosure Committee
Release to ASX	Woodside Secretariat

## 5 Sustainable Development Report

Reporting procedure	Responsibility
Group functions prepare and input data in accordance with written guidelines that contain processes to check for accuracy and material requirements	Relevant functional heads
Build report	Sustainability Team
External assurance provider gives an Assurance Statement for inclusion in the Report	External assurance provider
Executives approve draft report content relevant to their functions	Executives
CEO and Executive Committee approve draft report	CEO and ExCom
Sustainability Committee endorses draft report for Board approval	Sustainability Committee
Board approval	Board
Disclosure Committee sign off	Disclosure Committee

Release to ASX

Woodside Secretariat

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## 6 Oversight

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This statement has been approved by the Disclosure Committee.

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

## 7 Definitions

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"Periodic corporate reports" has the same meaning as in the ASX Corporate Governance Council's Principles and Recommendations. For Woodside, this covers:

- the annual and half-year directors' report;
- quarterly reports; and
- the Sustainable Development Report.