

## 1. About this Financial Services Guide

This document is the Financial Services Guide (**FSG**) for Shareworks and contains detailed information specific to the **BHP Shareplus Plan (Plan)** in respect of **BHP Group (Issuer)** of which you are (or intend to become) a participant. The legal trustee of the Plan is **Computershare Trustees (Jersey) Limited (Trustee)**.

In this FSG, the term "Shareworks" refers to Solium Capital (Australia) Pty Ltd, ABN 86 162 553 808 and AFSL 441581 (**Solium Capital**), and/or Solium Nominees (Australia) Pty Ltd, ABN 18 600 142 541 and AFSL 465193 (**Solium Nominees**), as appropriate. The terms **we**, **our** or **us** also refer to Shareworks.

We deliver financial services to you, as a retail client, through the Shareworks Platform.

This FSG is an important document. It provides you with information about us to help you decide whether you want to use the financial services offered by us, as set out in this FSG.

This guide provides you with important information about:

- who we are;
- how you can contact us;
- the services we offer you;
- the remuneration, commissions and other benefits that we receive in respect of the financial services we provide;
- any relationships we have with other organisations affiliated with us or with product issuers that may influence us when providing services to you; and
- our dispute resolution procedures that cover complaints by customers and what to do if you have a complaint.

The Foreign Exchange Product Disclosure Statement (**PDS**) in the Documents tab in the Shareworks Platform contains sufficient information so that you, as a retail client, may make an informed decision about whether to purchase a financial product. The PDS includes the following information (amongst other things):

- fees payable in respect of the financial products offered by us; and
- risks, benefits and significant characteristics of those financial products.

The legal relationship between you and us is governed by the Shareworks Participant Client Agreement, which is available in the Documents tab in the Shareworks Platform (**Agreement**), and by this FSG and by the PDS.

All amounts shown within this FSG are in Australian dollars unless otherwise stated.

## 2. Who is responsible for the financial services provided?

If we provide you with any financial services, we will provide them to you as an authorised Australian Financial Services Licence holder (No.441581 in relation to Solium Capital and No. 465193 in relation to Solium Nominees).

## 3. How to contact us

You can contact us by phone, mail, email or give us instructions online via the Shareworks Platform.

### Address:

Level 5, 15 Blue Street, North Sydney, NSW 2060, Australia

### Phone Numbers:

#### In Australia:

**FREE PHONE** 1.800.260.907 - 10:00am–4:00pm (AET)

#### In North America:

**TOLL-FREE** 1.844.776.1597 - 6:00am–6:00pm (MT)

#### In United Kingdom:

**TOLL-FREE** 0800.086.8051 - 8:30am–4:30pm (GMT)

#### In Singapore:

**TOLL-FREE** 800.852.3046 - 10:00am–4:00pm (SGT)

#### In Chile:

**TOLL-FREE** 800 914 119 - 9:00am–5:30pm (CLT)

#### In Malaysia:

**TOLL-FREE** 1.800.813.773 - 8:00am–2:00pm (MYT)

#### International:

1.403.515.3956 - 6:00am–6:00pm (MT)

1.403.515.3909 – after 6:00pm (MT)

**Email:** [BHPShareplus@shareworks.com](mailto:BHPShareplus@shareworks.com)

You can also visit our website at [www.shareworks.com](http://www.shareworks.com).

## 4. What financial services are we authorised to provide you and/or the Trustee?

### (a) Solium Capital

Solium Capital is legally authorised in Australia to provide the following financial services to retail and wholesale clients:

- deal in a financial product by applying for, acquiring, varying or disposing of a financial product on behalf of another person in respect of:
  - derivatives;
  - interests in managed investment schemes excluding investor directed portfolio services (**IDPS**); and
  - securities; and
- operate custodial or depository services other than IDPS.

Solium Capital provides financial services to the Trustee of the Plan as detailed in the Agreement. You may hold a beneficial interest in cash and financial products which are held by the Trustee of the Plan, subject to the Plan's rules which are controlled by the Issuer. Details of your holdings and transactions are available in the Shareworks Platform.

Solium Capital may provide financial services to you in respect of cash and financial products under the Plan, including dealing services.

### (b) Solium Nominees

Solium Nominees is legally authorised in Australia to provide the following financial services to retail and wholesale clients:

- deal in a financial product by applying for, acquiring, varying or disposing of a financial product on behalf of another person in respect of the following classes of products:
  - derivatives;

by Morgan Stanley

- interests in managed investment schemes excluding IDPS; and
- securities; and
- operate custodial or depository services other than IDPS.

**How we hold your securities:**

Solium Nominees is not the custodian to the Trustee of the Plan and therefore Solium Nominees does not hold your securities.

**5. What other services do we provide?**

In addition to the financial services set out in section 4 above, Solium Capital may also provide the following services to you:

- administering your entitlements and interest in the Plan;
- explaining what steps you need to take to participate in Plans, and how such Plans operate in general terms, and how you may deal in financial products (i.e. provision of general advice to you by Solium Capital); and
- entering into foreign exchange contracts with you as described in the PDS.

Solium Capital has applied to the Australian Securities & Investments Commission to be authorised to provide general advice in relation to, and to issue spot foreign exchange transactions. Please note that as of the date of this FSG, that application is pending.

**6. The fees that we receive**

We will charge the fees set out below.

**(a) Payment and brokerage fees**

Solium Capital will charge you or the Issuer (in each case, the **Payer**) the following fees for services provided to you, as detailed below:

Service	Fee	Payer
Online share sale fee	\$25	Issuer
Telephone share sale fee	\$50	Issuer
Online transfer of shares to SRN	\$40	Issuer
Telephone transfer of shares to SRN	\$65	Issuer
Domestic Wire of Funds - Stock Fund	\$20	You
International Wire of Funds - Stock Fund	\$40	You
Domestic Wire of Funds - Cash Fund	\$20	Issuer
International Wire of Funds - Cash Fund	\$20	Issuer
Online share sale brokerage (ASX Only)	A rate of 0.25% of value of shares sold, with minimum fee of \$40	Issuer
Online share sale brokerage (LSE Only)	A rate of 0.25% of value of shares sold, with minimum fee of £15 GBP	Issuer

Online share sale brokerage (NYSE Only)	A rate of \$0.03 USD per share, with minimum fee of \$ 29 USD	Issuer
Share purchase brokerage (ASX Only)	A rate of 0.10% of value of shares purchased	Issuer
Share purchase brokerage (LSE Only)	A rate of 0.20% of value of shares purchased	Issuer
Share purchase brokerage (NYSE Only)	A rate of 0.20% of value of shares purchased	Issuer
PTM Levy (LSE Only)	A fee of £1.00 GBP charged on transactions where value of shares sold is greater than £10,000.00 GBP	Issuer
SEC Fee (NYSE Only)	A rate of 0.0000221% of value of shares sold	Issuer
DRP Brokerage Fee (LSE only)	A rate of 0.75% of dividend paid, with minimum of £2.50 GBP	You
DRP Stamp Duty Fee (LSE only)	0.5% of dividend paid	You
Bank credit reject	\$3	You
Bank credit recall	\$15	You
Bank credit stop	\$25	You

The Issuer may make payment of fees through a related body corporate of the Issuer.

Goods and services tax (GST) is payable by the Payer, as recipient in respect of the services set out in this paragraph (a), in addition to the fees stated.

No GST is payable in respect of the services set out in this paragraph (a) where the Payer, as recipient of the supply is not an Australian resident for GST purposes and is not in Australia when the services are performed.

**(b) Foreign Exchange transactions**

If you require payment in a currency other than the currency of your cash or securities holdings, we may enter into a spot foreign exchange transaction with you and arrange for payment in that other currency. If you are liable for taxes or charges in a currency other than the currency of your cash or securities holdings, we may enter into a spot foreign exchange transaction with you in order to facilitate payment in that other currency. For further details in relation to the spot foreign exchange transactions, refer to the PDS.

Each spot foreign exchange transaction that you enter into with us, will be executed at our foreign exchange rate. This will be based on the foreign exchange rate that we receive from our market counterparty, plus a margin to compensate us for the costs and risks in entering into the spot foreign exchange transaction with you. We derive a financial benefit through this margin. We determine the margin by taking into account a number of factors, including the contract size traded with our market counterparty and the currencies being bought. The margin will range from 0.50% to 2.75% of the notional amount of each transaction that you enter into with us.

No GST is payable on foreign exchange transactions as the supply of foreign currency is an input taxed financial supply.

**(c) Brokerage fee sharing arrangement**

Subject to applicable law, we may have a brokerage fee sharing arrangement with the brokerage firm that we execute transactions through, under which the brokerage firm may rebate some of the brokerage fees that they charge us.

**(d) Other fees paid by the Issuer (or a related body corporate of the Issuer)**

The Issuer may also pay the following fees:

- an initial upfront fee to Solium Capital in relation to establishing and implementing the Plan on the Shareworks Platform;
- an ongoing monthly fee to Solium Capital to maintain and administer the Shareworks Platform;
- an annual fee to Solium Nominees to act as Trustee for the Plan;
- consultancy fees; and
- Audit fees.

The Issuer may make payment of fees through a related body corporate of the Issuer.

GST is payable by the recipient of the supply in respect of the above fees, in addition to the fees charged.

No GST is payable by the recipient of the supply in respect of these fees where the recipient of the supply is not an Australian resident for GST purposes and is not in Australia when the services are performed.

**7. The remuneration that we receive**

Solium employees receive salaries and other benefits from Solium Capital. Employees are eligible for an annual discretionary incentive compensation award, which is determined based on a range of factors including the employee's performance; the employee's conduct and adherence to Morgan Stanley's core values and other policies and procedures; and market and competitive conditions.

Certain business development staff are eligible for commissions that are generally calculated as 10% of certain revenues for products sold or distributed.

**8. Further information**

Within a reasonable period after being given this FSG and prior to any financial service being provided, you may ask us to provide you with further details of the remuneration, commission and benefits that we receive in respect of, or that is attributable to, the provision of the financial services covered by this FSG by contacting us via the contact details set out in section 3 above.

**9. Interest on Shareworks' trust account**

You acknowledge that Shareworks may retain the interest (if any) earned on client monies held in its trust account from time to time.

**10. What to do if you have a complaint**

If you are not completely satisfied with the financial services you receive from us, you have the right to complain about your dissatisfaction.

We have an internal dispute resolution system designed to ensure that any complaint is dealt with fairly and efficiently. If you have a complaint, you should send details of your complaint to us via any of the contact details set out in section 3 above.

If an issue has not been resolved to your satisfaction, you may lodge a complaint with the Australian Financial Complaints Authority (**AFCA**). AFCA provides fair and independent financial services complaint resolution that is free to consumers. You can contact AFCA at:

**Address:** GPO Box 3, Melbourne, VIC 3001, Australia

**Phone Number:** 1.800.931.678 (free call)

**Website:** [www.afca.org.au](http://www.afca.org.au)

**Email:** [info@afca.org.au](mailto:info@afca.org.au)

**11. Insurance arrangements**

As at the date of this FSG, Shareworks has in place professional indemnity insurance as required under section 912B of the *Corporations Act 2001* (Cth).

**12. FSG does not constitute advice**

The information presented in this FSG does not constitute financial product advice, legal advice and/or tax advice and, as such, it does not take into account the financial objectives, situation or needs of the recipient of, or any other person using the information in, this FSG. No part of this FSG shall be construed as creating a fiduciary, financial or other advisory relationship between Shareworks and the recipient of, or any other person using the information in, this FSG. Shareworks recommends that you seek your own financial, legal and/or tax advice (as appropriate) before obtaining any financial services from us.