

# JANUS HENDERSON FUNDS

## Additional Information Guide dated 30 September 2021

This document is issued by Janus Henderson Investors (Australia) Funds Management Limited ABN 43 164 177 244, AFSL 444268 (“**Responsible Entity**”, “**Janus Henderson Australia**”, “**us**”, “**our**”, “**we**”) as responsible entity of the Janus Henderson Funds (collectively, the “**Funds**” and individually, a “**Fund**”). The Funds are listed on page two of this document.

## Contents

1. The Janus Henderson Funds
2. How the Janus Henderson Funds work
3. Risks of managed investment schemes
4. Investor communication
5. How the Janus Henderson Funds are governed
6. Fees and costs
7. Taxation considerations
8. How to apply
9. Other information

### Important notes

This Additional Information Guide forms part of the Product Disclosure Statement for each Fund set out in section 1 (“**PDS**”). You should consider these documents together before making a decision about investing in a Fund. The information provided in this Additional Information Guide is general information only and does not take account of your personal financial situation or needs. You should obtain financial advice tailored to your personal circumstances.

The information in this Additional Information Guide is current as at the issue date but may change from time to time. Unless otherwise defined in this Additional Information Guide, defined terms have the same meaning as used in the PDS.

For the purpose of this Additional Information Guide, a “**Business Day**” means any day other than a Saturday, Sunday or public holiday on which the banks in NSW are generally open for business and all times are in Sydney time.

### Contact details

#### Janus Henderson Australia Client Services (“Client Services”)

**Address:** GPO Box 804  
Melbourne VIC 3001

**Phone:** 1300 019 633 (Australia)  
+613 9445 5067 (Outside Australia)

**Fax:** 1800 238 910 (Australia)  
+613 9046 1903 (Outside Australia)

**Email:** [clientservices.aus@janushenderson.com](mailto:clientservices.aus@janushenderson.com)

## 1. The Janus Henderson Funds

Janus Henderson Funds	ARSN	APIR	Issue date
<b>Equity</b>			
Janus Henderson Global Equity Income Fund	604 135 784	HGI0005AU	30 September 2021
Janus Henderson Global Natural Resources Fund	156 355 743	ETL0331AU	30 September 2021
Janus Henderson Global Sustainable Equity Fund (unlisted class of units)	651 993 118	HGI7127AU	01 September 2021
<b>Fixed Interest and Cash</b>			
Janus Henderson Australian Fixed Interest Fund	087 719 739	IOF0046AU	30 September 2021
Janus Henderson Australian Fixed Interest Fund – Institutional	100 098 413	IOF0113AU	30 September 2021
Janus Henderson Cash Fund – Institutional	127 731 006	IOF0141AU	30 September 2021
Janus Henderson Conservative Fixed Interest Fund	087 720 401	IOF0047AU	30 September 2021
Janus Henderson Conservative Fixed Interest Fund – Institutional	100 098 271	IOF0111AU	30 September 2021
Janus Henderson Diversified Credit Fund	127 727 431	IOF0127AU	30 September 2021
Janus Henderson Tactical Income Fund (unlisted class of units)	130 944 866	IOF0145AU	30 September 2021

## 2. How the Janus Henderson Funds work

### Transferring ownership

Transferring units may have tax implications and you should consult your taxation adviser before you arrange any transfer of units. The Responsible Entity may, in its discretion, refuse to register any transfer of units and is not required to give any reasons. Where the Responsible Entity refuses to register a transfer, it may compulsorily redeem those units in accordance with the constitution of the relevant Fund (“**Constitution**”) in respect of the following Funds:

- Janus Henderson Global Equity Income Fund;
- Janus Henderson Global Natural Resources Fund;
- Janus Henderson Global Sustainable Equity Fund (unlisted class of units);
- Janus Henderson Cash Fund – Institutional;
- Janus Henderson Diversified Credit Fund; and
- Janus Henderson Tactical Income Fund (unlisted class of units).

### Incomplete or rejected Application Forms

Under the Constitution for each of the Funds, we can accept or reject any application for units and are not required to give any reason or grounds for such a refusal. To ensure that your application is processed efficiently, you need to complete all sections of the Application Form and provide all required customer identity verification documents outlined in the Application Form.

If your Application Form is not complete to our satisfaction or accepted by us and we are not able to proceed with your request, we may:

- attempt to contact you; and/or
- hold your application monies in an interest bearing trust account until we receive the required information. Following acceptance of an application, all interest earned will be retained by the relevant Fund.

Monies will be held for a maximum period of one month commencing on the day we receive the monies. After this period your funds will be returned to the source of payment. If your Application Form is subsequently completed to our satisfaction and accepted by us prior to the expiration of the one month period:

- before 2pm on the Business Day that the application has been accepted, the monies held will be used to apply for units which will be issued at the application price next calculated for that Business Day; or
- after 2pm on the Business Day that the application has been accepted or on a non-Business Day, the monies held will be used to apply for units which will be issued at the application price calculated for the next Business Day.

### Identification and verification requirements

The Anti-Money Laundering and Counter-Terrorism Financing Act 2006 (Cth) (“**AML/CTF Act**”) requires the collection and verification of specific information from investors and where relevant, from beneficial owners. As well as completing the Application Form, you may also be required to provide identification. The actual documentation required will depend on what type of investor you are (for example, individual, sole trader, superannuation fund, trust or Australian company). The required identification documents are outlined in the Application Form.

Under relevant laws, we may be required to ask you for additional identity verification documents and/or information about you or anyone acting on your behalf, either when we are processing your investment request or at some stage after we have issued units in the relevant Fund. We may pass any information we collect and hold about you or your investment to relevant government authorities.

If we do not receive all the required valid customer identity verification documents with your Application Form, or we are unable to verify your identity at any time, we may not be able to commence your investment or may not process any future withdrawal requests until we receive the required document(s). We will contact you as soon as possible if we require more information.

### Restrictions on applications, withdrawals and calculation of unit prices

The Application Form includes details of the identification documentation that we are required by law to collect from you before we can issue units in a Fund to you. Please note that Application Forms for an initial investment are not accepted by fax or email due to legislative requirements, they must be mailed as originals to the Administrator.

The Responsible Entity may also in certain circumstances, in accordance with the relevant Constitution and the Corporations Act, suspend applications, withdrawals, the payment of withdrawals and/or the calculation of unit prices for a Fund. These circumstances are as follows:

Janus Henderson Fund	Constitutional suspension power
Janus Henderson Australian Fixed Interest Fund	<p>Where the Responsible Entity considers it is desirable for the protection of the Fund or in the interests of unitholders, the Responsible Entity may <b>suspend the calculation of the issue price or redemption price and the issue or withdrawal of units</b> in the Fund including (but not limited to) where it is impracticable for the net asset value to be calculated because of:</p> <ul style="list-style-type: none"> <li>• a closure of, or trading restrictions on, stock or securities which an investment of the Fund is listed or offered for sale, purchase or exchange;</li> <li>• an emergency or other state of affairs or the declaration of a moratorium in a country where the Fund invests or under the law, for the duration of the event or circumstances but <b>not exceeding 30 days</b>.</li> </ul>
Janus Henderson Australian Fixed Interest Fund – Institutional	
Janus Henderson Conservative Fixed Interest Fund	
Janus Henderson Conservative Fixed Interest Fund – Institutional	
Janus Henderson Cash Fund – Institutional	<p>The Responsible Entity may suspend its obligation to <b>satisfy withdrawal requests</b> for such period or periods as it considers appropriate in the circumstances. If it does so, the period allowed for satisfaction of the request may be extended by the period of any relevant suspensions.</p>
Janus Henderson Diversified Credit Fund	
Janus Henderson Tactical Income Fund (unlisted class of units)	<p>The Responsible Entity may suspend its obligation to <b>pay the withdrawal price</b> in respect of a withdrawal request for such period or periods as it considers appropriate in the circumstances. If it does so, the period allowed for satisfaction of the request may be extended by the period of any relevant suspensions.</p>
Janus Henderson Global Equity Income Fund	<p>The Responsible Entity may at any time <b>suspend the withdrawal of units and the payment for the withdrawal of units</b> if the Responsible Entity believes that it is in the best interests of unitholders as a whole, including if:</p> <ul style="list-style-type: none"> <li>• it is desirable for the protection of the Fund or any relevant financial, stock, bond, note, derivative or foreign exchange market is closed or trading on any such market is restricted; or</li> <li>• an emergency (including an emergency caused by a mechanical or electronic malfunction) or other circumstances or state exists: <ul style="list-style-type: none"> <li>– as a result of which it is not reasonably practicable for the Responsible Entity to acquire or dispose of the Fund’s assets or to determine or to determine fairly the withdrawal price or ability of any of these things is or may be significantly adversely affected; or</li> <li>– sufficient assets of the Fund cannot be realised at an appropriate price or on adequate terms or otherwise.</li> </ul> </li> </ul>
Janus Henderson Global Natural Resources Fund	

**Janus Henderson Fund**

Janus Henderson Global Sustainable Equity Fund (unlisted class of units)

**Constitutional suspension power**

The Responsible Entity may **suspend the redemption or issue of units in the Fund for up to 180 days** if:

- it is desirable for the protection of the Fund, or any relevant financial, stock, bond, note, derivative or foreign exchange market is closed or trading on any such market is restricted;
- it is impracticable for the Responsible Entity, its nominee or any service provider it has appointed to calculate the NAV, for example because of closure of, or trading restrictions on, stock or securities exchanges, an emergency or other state of affairs, or on declaration of a moratorium in a country where the Fund invests;
- it is impracticable for the Responsible Entity, its nominee or any service provider it has appointed to calculate the NAV or value the assets during a period in which we rebalance the assets in accordance with the investment strategy for the Fund;
- the Fund investments suspend, delay or restrict the redemption, issue or payment of withdrawal proceeds (as applicable) or are unable to provide a withdrawal price;
- the Responsible Entity estimates that it is required to sell 5% or more of the Fund's assets to meet current unmet redemption requests;
- there have been, or the Responsible Entity anticipates there will be withdrawal requests that involve realising a significant amount of assets and the Responsible Entity considers that if those withdrawal requests are met immediately, unitholders who continue to hold units may bear a disproportionate burden of capital gains tax or other expenses, or the meeting of those withdrawal requests would otherwise be to the existing unitholders' disadvantage;
- the Responsible Entity reasonably consider it is in the interests of unitholders;
- the quotation of units in the Fund is suspended or trading of any units is otherwise halted, interrupted or restricted by the ASX or the trading of any units on the AQUA Market is subject to a period of deferred settlement trading, or there is a period during which units are subject to a consolidation or division;
- the units cease to be quoted or the Fund is removed from the AQUA Market;
- a withdrawal request is received in a financial year and the Responsible Entity determines that the date of which the completion of the redemption would otherwise occur would be in the next financial year;
- the Responsible Entity receives a withdrawal request during any period before or after a distribution period which it determines to be necessary or desirable to facilitate the calculation and distribution of the distributable amount;
- the Responsible Entity believes that the Fund assets cannot be realised at prices that would otherwise be obtained if they were realised during the ordinary course; or
- it is otherwise legally permitted.

In addition, in respect of the following Funds, if the Responsible Entity receives withdrawal requests in respect of any withdrawal date in relation to more than 20% of the units in a class of units in the relevant Fund, the Responsible Entity may reduce each withdrawal request in respect of that class pro-rata, so that only 20% in total of the units in that class are redeemed as at the relevant valuation time. The unredeemed portion of the relevant withdrawal requests are carried forward to the next withdrawal date, in respect of which the Responsible Entity may determine to stagger the withdrawal requests again:

- Janus Henderson Global Equity Income Fund
- Janus Henderson Global Natural Resources Fund
- Janus Henderson Global Sustainable Equity Fund (unlisted class of units)

If a Fund is illiquid, withdrawals from that Fund will only be possible if we make a withdrawal offer in accordance with the Corporations Act.

For further details on the circumstances where we may suspend applications, withdrawals, the payment of withdrawals and/or the calculation of unit prices for a Fund and stagger withdrawal requests, please contact the Responsible Entity or refer to the relevant Constitution, a copy of which is available free of charge by contacting the Responsible Entity.

**Restrictions on switching between funds**

Valid switches for a dollar amount received by Client Services before 2pm on any Business Day will be processed using the withdrawal and application prices calculated for that Business Day. Valid switches for a dollar amount received by Client Services after 2pm on any Business Day or on a non-Business Day will be processed using the withdrawal and application prices calculated for the next Business Day.

Valid switches for a unit amount or your entire balance in a Fund, received by Client Services before 2pm on any Business Day will be processed using the withdrawal prices calculated for that Business Day and application prices calculated according to the table below:

<b>Request to switch a unit amount or full balance from one of the following funds</b>	<b>APIR</b>	<b>Unit price effective for the application amount</b>
Janus Henderson Australian Fixed Interest Fund	IOF0046AU	<b>One</b> business day following a valid order received prior to 2pm*
Janus Henderson Australian Fixed Interest Fund – Institutional	IOF0113AU	
Janus Henderson Conservative Fixed Interest Fund	IOF0047AU	
Janus Henderson Conservative Fixed Interest Fund – Institutional	IOF0111AU	
Janus Henderson Cash Fund – Institutional	IOF0141AU	
Janus Henderson Diversified Credit Fund	IOF0127AU	
Janus Henderson Tactical Income Fund (unlisted class of units)	IOF0145AU	<b>Two</b> business days following a valid order received prior to 2pm*
Janus Henderson Global Sustainable Equity Fund (unlisted class of units)	HGI7127AU	
Janus Henderson Global Equity Income Fund	HGI0005AU	
Janus Henderson Global Natural Resources Fund	ETL0331AU	

\* Orders received post 2pm will be processed the following Business Day

**Instructions by fax**

None of the Responsible Entity nor any of their duly appointed agents including the Custodian and Administrator accepts any responsibility or liability for any loss caused as a result of non-receipt or illegibility of any fax notice or for any loss caused in respect of any action taken as a consequence of such fax instructions believed in good faith to have originated from properly authorised persons.

**Changes to the Funds**

The Responsible Entity may vary the investment objective, the investment policy/approach, asset allocation ranges and/or Benchmark of each Fund if it considers it would be in the interests of investors to do so. We will notify investors of any such changes as required by law. Information that is not materially adverse to investors may be updated by us and will be available on our website: [www.janushenderson.com/en-au/investor/notices/](http://www.janushenderson.com/en-au/investor/notices/). A paper copy of each Fund's PDS, this Additional Information Guide and any updated information will be provided free of charge on request by contacting the Responsible Entity.

**How unit prices are calculated**

You will be issued units when you invest in a Fund. Each of these units represents an equal undivided interest in that Fund. As a result, each unit has a dollar value which is determined in accordance with the relevant Constitution which is generally calculated each Business Day ("**unit price**").

Under each Constitution, unit prices are calculated by dividing the NAV by the number of units on issue in the relevant Fund. Application and withdrawal unit prices are then calculated by applying a buy or sell spread to the NAV unit price. The NAV of each Fund includes the assets (including income accumulated since the previous distribution) less any liabilities (including borrowings and expenses). The buy/sell spread is an estimate of the costs of buying and selling the underlying assets of a Fund. For more information on the buy/sell spread, refer to the section entitled 'Buy/sell spread' in section 6 of this Additional Information Guide.

The unit price will change as the market value of assets in a Fund rises or falls. All unit prices are calculated to four (4) decimal places. Any rounding benefits will be retained by the relevant Fund.

The Responsible Entity has adopted a Unit Pricing Discretions Policy that sets out policies and procedures when exercising discretions under a Constitution. The assets of each Fund are generally valued each Business Day. For the purpose of calculating the NAV of a Fund, the Responsible Entity will rely on financial data provided by the relevant Fund's brokers and/or independent third party pricing services. The Responsible Entity may also use and rely on industry standard financial models in pricing any of a Fund's securities or other assets. These methods are consistent with ordinary commercial practice for valuing units in each Fund and/or will be independently verifiable.

A copy of our Unit Pricing Discretions Policy is available free of charge on our website [www.janushenderson.com/en-au/investor/documents](http://www.janushenderson.com/en-au/investor/documents).

**Additional information about distributions**

Distributions generally give rise to assessable income that can be made up of both income and net realised capital gains, and the size of the distribution will vary depending on the factors that influence the performance of a Fund (such as security selection, interest rates and market conditions) and may not be paid at all. Distributions may include a part return of capital. Details will be provided in your tax statement.

Distributions are calculated in accordance with the relevant Constitution. Undistributed gains accrue in the unit price of a Fund during the relevant distribution period. This means that if an investment is made just before the end of a distribution period, you may receive some of the investment back immediately as income and net realised capital gains.

A Fund's unit price will usually fall following a distribution if the income and net realised capital gains accumulated during the distribution period have been distributed.

### **Labour standards and environmental, social and ethical considerations for the Janus Henderson Global Sustainable Equity Fund**

Janus Henderson is a signatory of the United Nations Principles for Responsible Investment, a set of principles designed to highlight the financial relevance of environmental, social and corporate governance issues.

The Responsible Entity has delegated investment decisions for the purposes of selecting, retaining or realising investments for the Fund to the Manager pursuant to the investment management agreement. Therefore the Responsible Entity does not itself take into account labour standards, environmental, social or ethical considerations for the purpose of selecting, retaining or realising investments for the Fund.

The Manager takes labour standards, environmental, social and ethical considerations into account when selecting, retaining or realising investments.

The Manager is focused on investing in listed global companies whose business activities are contributing to or benefiting from the broad themes of environmental and social sustainability, and therefore environmental and social considerations are a key focus of the Manager when selecting, retaining or realising investments of the Fund.

The Manager will also take into account labour standards and ethical considerations generally.

The Manager's approach to investing sustainably uses both positive and negative investment criteria and considers both the products and operations of a business. Company engagement and active portfolio management are essential features of the Manager's investment strategy. The Manager implements four key elements in order to invest sustainably being:

1. Positive impact: Ten sustainable development themes guide idea generation and identify long-term investment opportunities.
2. Do no harm: Strict avoidance criteria are adopted. The Manager will not invest in activities that contribute to environmental and social harm. This also helps the Manager avoid investing in industries most likely to be disrupted.
3. "Triple-bottom-line" framework: Fundamental research evaluates how companies focus on profits, people and the planet.
4. Active portfolio and engagement: Collaborative, collective and continuous engagement are key aspects of the process to construct a differentiated portfolio with a typically high active share (>90%).

When selecting listed global companies for investment by the Fund, the Manager will also consider broad themes of environmental and social sustainability. The themes are as follows:

#### **Environmental**

- Efficiency – The Manager focuses on companies developing electrical equipment, industrial process and automation technology, building materials, software, semiconductors
- Cleaner energy – The Manager focuses on companies engaged in renewable energy development and operation, renewable energy technology, battery technology
- Water management – The Manager focuses on water utilities, water technology and water infrastructure companies
- Environmental services – The Manager focuses on companies engaged in recycling and circular economy, natural capital, sustainable packaging, waste management, environmental engineering and infrastructure

- Sustainable transport – The Manager focuses on electric vehicles, electric vehicle technology, rail, public transport, shared economy and cycling companies

#### **Social**

- Sustainable property and finance – The Manager focuses on financial technology, insurance, commercial and retail banks, housing, digital payments companies as financial services play an integral role in the development of a sustainable economy
- Safety – The Manager focuses on companies engaged in food, drug and environmental testing, transportation and electrical safety, public safety equipment, insurance and quality assurance
- Quality of Life – The Manager focuses on companies with goods and services that make a positive contribution to society and human culture by improving quality of life such as entertainment and leisure, sports and fitness, sustainable clothing, healthy food companies
- Knowledge and Technology – The Manager focuses on software, semiconductors, artificial intelligence, cloud computing, robotics, communication services, education and publishing companies
- Health – The Manager focuses on companies engaged in health insurance, healthcare information technology, health care services and diagnostics

The Manager does not implement a weighting system for taking into account environmental and social considerations. However, the Manager seeks to avoid those businesses involved in activities that are harmful to society or the environment, specifically that have products or operations directly associated (and not including parent/subsidiary companies) with the following criteria:

- Alcohol: Avoids companies involved in the production and sale of alcoholic drinks.
- Animal testing: Avoids companies that use animal testing for non-medical purposes. The Manager allows animal testing for medical purposes only where the company employs best practices in accordance with the 3Rs policy of refinement, reduction and replacement.
- Armaments: Avoids companies involved in the direct production of weapons. The Manager will not invest in companies involved in the direct production of land mines, cluster munitions, biological/chemical weapons, and nuclear weapons.
- Chemicals of concern: Avoids companies which manufacture or sell chemicals or products containing chemicals, subject to bans or severe restrictions in major markets around the world. This includes ozone depleting substances, micro beads, persistent organic pollutants, and the manufacture of any other substances banned or restricted under international conventions.
- Contentious industries: Avoids companies that generate high carbon emissions or exploit non-renewable resources, either directly or in their supply chain, unless the company can demonstrate an outstandingly positive response towards environmental and social concerns. The Manager's definition of contentious industries includes cement, fishing, mining, palm oil, and timber.
- Fossil fuel extraction and refining: Avoids companies engaged in the extraction and refining of coal, oil, and gas.
- Fossil fuel power generation: Avoids companies engaged in fossil fuel power generation. Investment in companies generating power from natural gas may be allowed in cases where the company's strategy involves a transition to renewable energy power generation.

- **Fur:** Avoids companies involved in the sale or manufacture of animal fur products.
- **Gambling:** Avoids companies with activity related to gambling.
- **Genetic engineering:** Avoids companies involved in the deliberate release of genetically modified organisms (e.g. animals or plants). Investment in companies where genetic technologies are used for medical or industrial applications may be acceptable providing high environmental and social standards can be demonstrated. Companies that use or sell products that make use of such technologies may be acceptable provided genetically modified organisms ingredients are clearly labelled.
- **Intensive farming:** Avoids companies involved in intensive farming operations, unless the company can demonstrate an outstandingly positive response towards environmental and social concerns.
- **Meat and dairy production:** Avoids any companies involved in the production or processing of meat/poultry or dairy products or eggs, or whose primary activity involves their sale.
- **Nuclear power:** Avoids companies that are involved in the uranium fuel cycle, treat radioactive waste, or supply specialist nuclear related equipment or services for constructing or running nuclear plant or facilities.
- **Pornography:** Avoids companies that publish, print or distribute newspapers or magazines or distribute films or videos classed as pornographic material.
- **Tobacco:** Avoids companies that engage in activities related to the production and sale of tobacco products.

In order to ensure that the positive and negative screens are adhered to, Janus Henderson has in place an Ethical Oversight Committee (“**Committee**”) which oversees, monitors and reviews the development, management and implementation of the avoidance criteria. Its responsibilities are to:

- Approve the appointment of an external research provider to advise the Manager on compliance with the avoidance criteria for the strategy
- Review any holding within the strategy that does not comply with the advice on the exclusion criteria offered by the external research provider
- Approve any changes to the avoidance criteria and the de minimis thresholds (where applicable).

The Committee will meet four times a year to monitor and review investments. The Manager will also review the Fund’s investments, on a case by case basis, in light of any environmental and social sustainability issues as well as labour and ethical considerations researched and raised, and may take steps to realise, reduce or cease making further investments in organisations or securities which do not meet its sustainability investing approach.

Both the Committee and the Manager work to ensure wherever possible that investments are made in accordance with the investment principles.

Janus Henderson has a dedicated Governance and Responsible Investment (“**GRI**”) unit, who work closely with the Manager and support the team. The GRI unit operates a range of environmental, social and governance (“**ESG**”) screens and tools with the aim of identifying material ESG issues that the Manager may consider as part of the valuation process.

The Manager has no predetermined view on the specific labour standards and specific ethical considerations which it will apply or a fixed methodology or weighting for taking these standards and considerations into account when selecting, retaining and realising investments of the Fund, but rather examines a range of labour standards and ethical considerations and uses a range of tools, methodologies and services to assist with decision making.

### 3. Risks of managed investment schemes

In addition to the risks outlined in section 4 of the PDS, “Risks of managed investment schemes”, other significant risks of investing in a Fund are:

Type of risk	Description of risk
Product risk	Subject to law and each Fund’s Constitution, the Responsible Entity may make changes to a Fund at any time, including: <ul style="list-style-type: none"> <li>• closing or terminating a Fund;</li> <li>• changes to a Fund’s objective, investment strategy, asset allocation ranges or currency strategy; and</li> <li>• the rules that govern a Fund (e.g. fees, notice periods or withdrawing features).</li> </ul> In some cases, we can do these things without prior notice to you.
Asset class risk	This is the risk associated with a particular asset class. For example, equities are generally more volatile than fixed interest investments, while investing in international equities adds additional risks because of currency movements, differing tax structures, and social, economic, and political factors affecting a country or region.
Withdrawal risk	If a situation occurs where the assets that a Fund invests in are no longer able to be readily bought and sold, or market events reduce the liquidity of a security or asset class, there is a risk that the generally applicable timeframe of six Business Days for meeting withdrawal requests may not be able to be met. This is because it may take longer for a Fund to sell these types of investments at an acceptable price. In this case, withdrawals from a Fund may take significantly longer. <p>Each Constitution may set out a maximum timeframe in which a withdrawal request must be processed and where applicable, has been outlined in the relevant Fund’s PDS. Where a Fund is not liquid (as defined in the Corporations Act), you may only withdraw when we make an offer to withdraw to all unitholders, as required by the Corporations Act. Please refer to “How the Janus Henderson Funds work” in section 2 of this Additional Information Guide for further information about your ability to withdraw when a Fund is not liquid.</p>
Regulatory and tax risk	Laws affecting managed investment schemes may change in future. Investing in foreign markets with different legal, tax and regulatory systems means that foreign investments are exposed to more risk than Australian assets because of potential changes in legal and regulatory policies, including ongoing compliance and registration requirements.

### 4. Investor communication

#### Investor communication

As a unitholder in a Fund, you will receive the following reports:

##### **Confirmations**

You will receive confirmations of all your applications and withdrawals.

##### **Monthly report**

A monthly report will be made available on our website [www.janushenderson.com/en-au/investor/monthly-reports](http://www.janushenderson.com/en-au/investor/monthly-reports). The report will contain performance of the relevant Fund over multiple periods, commentary on the most recent period's performance and certain Fund characteristics.

##### **Distribution statements**

A distribution statement will be provided to you following a distribution. This will contain information in respect of the amount you have received as a distribution for the relevant Fund. Where you have elected for any distributions to be reinvested this statement will confirm the number of units that have been obtained through reinvestment.

##### **Periodic statements**

A periodic statement will be provided to you annually for the year ending 30 June. This will contain your transaction history, investment value at 30 June, investment performance and fees you have paid for the relevant Fund. If a full withdrawal is made, a periodic statement will be provided to you for the nearest quarter ending 31 March, 30 June, 30 September or 31 December.

##### **Tax statements**

A tax statement will be provided to you annually for the year ending 30 June. This will contain information on the tax classification of assessable amounts in respect of the relevant Fund. Depending on how a Fund is registered with the ATO, this may be sent to you with the title Annual Tax Statement or Attribution managed investment trust member annual ("AMMA") statement.

##### **Audited financial statements**

Audited financial statements of the relevant Funds are generally issued at least annually for the year ending 30 June. They will be prepared in accordance with Accounting Standards applicable to general financial statements in Australia to the extent that a Fund is required to comply with those standards by the Corporations Act or under the Fund's Constitution. The audited financial statements are made available to unitholders online at [www.janushenderson.com/en-au/investor/documents](http://www.janushenderson.com/en-au/investor/documents). A hard copy may be requested free of charge by contacting the Responsible Entity. Audited financial statements will not be mailed to unitholders unless specifically requested.

If a Fund is, or becomes, a "disclosing entity" (generally this will occur when a Fund has 100 investors or more) the relevant Fund will be subject to regular reporting and disclosure obligations. In addition, you would have the right to receive the following documents at no charge:

- the annual financial report most recently lodged with ASIC;
- any half-year financial report lodged with ASIC by a Fund after the lodgement of the annual report most recently lodged with ASIC and before the date of the PDS; and
- any continuous disclosure notices given by a Fund after the lodgement of the annual report most recently lodged with ASIC and before the date of the PDS.

Copies of documents lodged with ASIC in relation to a Fund can be obtained from, or inspected at, an ASIC office. All continuous disclosure information is available on our website [www.janushenderson.com/en-au/investor/notices/](http://www.janushenderson.com/en-au/investor/notices/), in accordance with ASIC's good practice guidance on website disclosure.

##### **Janus Henderson Portfolio Online**

Janus Henderson Portfolio Online provides you with an easy and convenient way to:

- check the total value of your investment;
- review your recent transaction history; and
- check and update your contact details.

Please visit [www.janushenderson.com/en-au/investor](http://www.janushenderson.com/en-au/investor) to register for online account access.

To be able to use Janus Henderson Portfolio Online, you must accept the conditions of use (available at [www.janushenderson.com/en-au/investor](http://www.janushenderson.com/en-au/investor)). Alternatively, please contact Client Services for a free paper copy of these conditions.

##### **Online account access – financial advisers**

If you have a financial adviser, your financial adviser will be provided with online access to view your account details.

##### **Keeping us informed**

Our records about you are important. When requesting a change to your records please provide Client Services with the following:

- your investor number;
- the full name/s in which your investment is/are held;
- the change(s) you are requesting;
- a daytime telephone number; and
- ensure the request is signed by the appropriate signatories.

Some changes may require additional documentation, such as a change of name request. If you wish to change your nominated bank account to which withdrawal payments are made, you will be required to complete the Change of Details Form.

##### **Information on underlying investments**

An investor may make a request, in order to comply with its statutory reporting obligations, to be provided with certain information regarding the underlying investments of a Fund.



## 5. How the Janus Henderson Funds are governed

Each Fund is governed by a Constitution. Each Constitution (in addition to the Corporations Act and general law) provides an operational framework for the ongoing management of the relevant Fund. It also provides for the Responsible Entity's powers, duties and obligations in respect of the relevant Fund, the limits to our liability and our right to be indemnified for proper administration of the relevant Fund.

### The Constitution

Each Constitution contains the rules in relation to the following:

- unitholder rights;
- the process by which units are issued and may be withdrawn;
- the calculation and distribution of income;
- the investment powers of the Responsible Entity;
- the Responsible Entity's right to claim indemnity from a Fund and charge fees and expenses to a Fund;
- the Responsible Entity's right to create other classes of units (if applicable); and
- the termination of a Fund.

Each Constitution also contains provisions designed to limit your liability to the amount invested in the relevant Fund. However, you should be aware that the effectiveness of such a limitation is yet to be conclusively determined by the courts.

A copy of the relevant Constitution, which has been lodged with ASIC, is available free of charge to unitholders in a Fund by contacting the Responsible Entity.

### Termination

Each Constitution, together with the Corporations Act, governs how and when a Fund may be terminated. We may terminate a Fund at any time by written notice to unitholders. On termination, a unitholder is entitled to a share of the net proceeds of our realisation of the assets in proportion to the number of units they hold.

### Unitholder meetings

The conduct of unitholder meetings and unitholders' rights to requisition, attend and vote at those meetings are subject to the Corporations Act and (to the extent applicable) the Constitution.

### Compliance plan and compliance committee

Each Fund has a compliance plan which has been lodged with ASIC ("**Compliance Plan**"). It sets out measures that the Responsible Entity is to apply in operating the relevant Fund to ensure compliance with the Constitution. A compliance committee has been appointed to monitor compliance by the Responsible Entity with the Constitution and Compliance Plan. A copy of the Compliance Plan is available free of charge on request by contacting the Responsible Entity.

## 6. Fees and costs

### Fee maximums and changes to fees

The Constitution for each Fund permits fees to be charged that are higher than the fees set out in the PDS, as well as other fees which are not currently levied.

The Responsible Entity may, at its discretion and without your consent, increase any fee up to the maximum amount as set out in the Constitution for each Fund. However, you will be given 30 days' written notice in advance of any increase in fees and costs charged by a Fund. The following are the maximum fees allowable under each Fund's Constitutions.

Janus Henderson Funds	Maximum Allowable Management fee p.a. of the gross asset value plus GST	Maximum Allowable Application fee (for each application) plus GST	Maximum Allowable Withdrawal fee (for each withdrawal request) plus GST
<b>Equity</b>			
Janus Henderson Global Equity Income Fund	2%	5%	5%
Janus Henderson Global Natural Resources Fund	2%	6%	6%
Janus Henderson Global Sustainable Equity Fund (unlisted class of units)	5%	5%	5%
<b>Fixed Interest and Cash</b>			
Janus Henderson Australian Fixed Interest Fund	2%	5%	5%
Janus Henderson Australian Fixed Interest Fund – Institutional	2%	5%	5%
Janus Henderson Cash Fund – Institutional	5%	5%	5%
Janus Henderson Conservative Fixed Interest Fund	2%	5%	5%
Janus Henderson Conservative Fixed Interest Fund – Institutional	2%	5%	5%
Janus Henderson Diversified Credit Fund	5%	5%	5%
Janus Henderson Tactical Income Fund (unlisted class of units)	5%	5%	5%

The Constitution for each Fund does not place any limit on the amount of the expenses that can be paid from the relevant Fund.

### Management fee

At the date of this Additional Information Guide, we intend to continue with our current practice of paying the recoverable expenses out of our Management Fee (excluding any extraordinary expenses). However, in the future we may decide to deduct recoverable expenses in addition to the Management Fee and any extraordinary expenses, in which case we will give you 30 days' written notice in advance.

### Buy/sell spread

The spread of each of the Funds may be reviewed by the Responsible Entity and altered or waived from time to time, without advance notice to unitholders. The Responsible Entity may also determine a reasonable estimate of the actual amount necessary to avoid an adverse impact on other unitholders due to the acquisition or disposal of assets carried out because of a particular application or withdrawal request and apply this as the buy/sell spread for that particular application or withdrawal.

A copy of our Unit Pricing Discretions Policy, including details of any discretion that we may exercise in various circumstances (including in respect of transaction costs) is available free of charge on our website [www.janushenderson.com/en-au/investor/documents](http://www.janushenderson.com/en-au/investor/documents).

### Product access payments

The Responsible Entity may, subject to the law, enter into arrangements to pay administration fees to IDPS operators in connection with the listing of a Fund on their investment menus. This fee is paid by the Responsible Entity and not by a Fund. It is not charged out of the assets of a Fund and is not an additional charge to unitholders.

### Differential fees

We may negotiate, rebate or waive fees for wholesale clients (as defined in the Corporations Act) based on individual negotiation between us and that wholesale client. We do not negotiate fees with retail investors. Relevant investors should contact the Responsible Entity in relation to negotiating fees. See the cover page of this Additional Information Guide for our contact details.

## 7. Taxation considerations

There are tax implications when investing in, withdrawing and receiving income from a Fund. The Responsible Entity cannot give tax advice and we recommend that you consult your professional tax adviser as the tax implications from an investment in a Fund can impact investors differently. What follows is a general outline of some key tax considerations for Australian resident investors. This tax information does not apply to New Zealand investors unless stated otherwise. This information is based on our current interpretation of the relevant taxation laws, and does not consider the investors' specific circumstances. As such, unitholders should not place reliance on this as a basis for making their decision as to whether to invest.

Income earned by a Fund, whether distributed or reinvested, will form part of the assessable income for unitholders in the year of entitlement or attribution. Further, the timing of when you are required to bring to account the Fund's income for tax purposes may be different to when amounts are distributed to you, so you may be required to pay tax on income that has not yet been, or may not be, distributed to you.

For each year ending 30 June we will send to you the details of assessable income, any net realised capital gains, dividends, foreign income, tax credits and any other relevant tax information to include in your tax return.

### Applications and withdrawals

If you acquire units part way through a distribution period, the amount of accumulated income which is included in the unit price for the units acquired will eventually be distributed or attributed to you as income. Depending on your tax circumstances, this could result in you receiving part of your unit price back as assessable income, and on disposal of units, generating a capital loss of a similar amount. However, the capital loss cannot be offset against that income – it can only be offset against your realised capital gains.

If you withdraw units part way through a distribution period, the value of accumulated income is included in your withdrawal price. We will advise you what part (if any) of the proceeds on withdrawal reflect your share in the net income of a Fund and therefore is assessable income for tax purposes. The balance reflects the capital proceeds on disposal of your units and may, depending on your individual tax circumstances, give rise to the capital gains tax ("CGT") consequences.

Your assessable income for each year may include net realised capital gains (i.e. after offsetting capital losses). This will include capital gains made upon withdrawing units from a Fund.

Individuals, trusts and complying superannuation entities may be eligible for CGT concessions in relation to capital gains made with respect to their units where they have held the units for at least 12 months.

If you hold your units on revenue account, gains and losses will be taxable as ordinary income or allowed as a deduction, as the case may be, and will not qualify for the CGT discount.

### Foreign taxes and foreign tax compliance

Australian residents are required to include in their assessable income their share of any foreign taxes paid by the relevant Fund. Australian residents will normally be entitled to a tax offset for foreign taxes paid by the relevant Fund in respect of foreign income.

The Responsible Entity believes that each Fund will be required to comply with the Foreign Account Tax Compliance Act ("FATCA"), a US tax law which was enacted for the purpose of improving tax information reporting regarding US persons in respect of their offshore investments to the United States Internal Revenue Service ("IRS").

In order to comply with FATCA requirements, the Responsible Entity:

- may require investors to provide certain information regarding their identification and will undertake certain due diligence procedures with respect to investors of a Fund to determine their status for FATCA reporting purposes. This information may be required at the time an application is made for the issue of units in a Fund or at any time after the units have been issued; and
- will report annually to the IRS, via the Australian Taxation Office ("ATO"), in relation to relevant investors' financial information required by the ATO (if any) in respect of any investment in a Fund.

Accordingly, by making an application to invest in a Fund, prospective investors agree to provide the Responsible Entity with certain identification and related information in order to enable it to comply with its obligations in connection with FATCA.

**Common reporting standards**

The Common Reporting Standard (“**CRS**”) is the single global standard for the collection, reporting and exchange of financial account information on foreign tax residents. Australia has signed the OECD Multilateral Competent Authority Agreement on Automatic Exchange of Account Information. This agreement enables CRS information to be exchanged between jurisdictions’ tax authorities where relevant legislation has been adopted. The Responsible Entity is required to collect certain information about foreign tax residents (including New Zealand tax residents) to provide it to the ATO. The ATO may pass this information onto tax authorities in other jurisdictions who have adopted the CRS. CRS reports are due to the ATO by 31 July each year containing information for the period from the preceding calendar year (1 January to 31 December). The requirements are similar to those which exist under FATCA, however, there are a greater number of countries in respect of which the ATO may provide information to the respective tax authorities.

**GST**

The application for, and withdrawal of, units in a Fund and receipt of distributions will not be subject to GST in Australia. However, GST is payable on our fees and certain reimbursement of expenses. A Fund may be able to claim input tax credits and/or RITCs of at least 55% of the GST incurred.

Unless otherwise stated, all fees quoted in this Additional Information Guide and the PDSs are quoted on an Australian GST inclusive basis and net of any applicable RITCs.

**8. How to apply**

**Steps**

1. Before completing the Application Form please ensure you have read the relevant PDS together with this Additional Information Guide.
2. **Initial investment**  
Complete all relevant sections of the Application Form, available at [www.janushenderson.com/en-au/investor/documents](http://www.janushenderson.com/en-au/investor/documents) and return to Client Services by mail.

**Client Services**

**Address:** GPO Box 804  
Melbourne VIC 3001

**Phone:** 1300 019 633 (Australia)  
+613 9445 5067 (Outside Australia)

3. **Additional investment**

If you are applying for additional units in a Fund, please complete all relevant sections of the Additional Investment Form, available at [www.janushenderson.com/en-au/investor/documents](http://www.janushenderson.com/en-au/investor/documents) and return to Client Services by mail, email or fax.

**Client Services**

**Address:** GPO Box 804  
Melbourne VIC 3001

**Phone:** 1300 019 633 (Australia)  
+613 9445 5067 (Outside Australia)

**Fax:** 1800 238 910 (Australia)  
+613 9046 1903 (Outside Australia)

**Email:** [transactions.aus@janushenderson.com](mailto:transactions.aus@janushenderson.com)

**We accept the following payment options:**

1. **By electronic funds transfer.** The details to transfer funds by electronic funds transfer are as follows:  
Account Name: Janus Henderson Investors (Australia) Funds Management Limited  
BSB: 083 001  
Account Number: 231600660  
Description: <Investor Name>
2. **By BPAY®.**  
To make a BPAY® payment you will need an Australian bank account. You can make your payment using telephone or internet banking. You will need to quote the relevant Fund biller code and your investor number when making a BPAY® payment.

If this is your first investment into a Fund, we will notify you of your investor number once we have received your completed application form. Once you receive your investor number please make your BPAY® payment immediately.

Investments made by BPAY® will be processed once we receive your funds. Please note that, although your BPAY® transaction is processed from your financial institution account immediately, your funds may take some time to be transferred to us from your financial institution. Typically, if your BPAY® request is made before your financial institution’s cut-off time (usually 5:00 pm Sydney time), we will receive your funds the following Business Day.

BPAY® is registered to BPAY Pty Ltd ABN 69 079 137 518

Janus Henderson Funds	BPAY® Biller Code
<b>Equity</b>	
Janus Henderson Global Equity Income Fund	191197
Janus Henderson Global Natural Resources Fund	191171
Janus Henderson Global Sustainable Equity Fund (unlisted class of units)	354514
<b>Fixed Interest and Cash</b>	
Janus Henderson Australian Fixed Interest Fund	29942
Janus Henderson Australian Fixed Interest Fund – Institutional	29595
Janus Henderson Cash Fund – Institutional	84335
Janus Henderson Conservative Fixed Interest Fund	29702
Janus Henderson Conservative Fixed Interest Fund – Institutional	29843
Janus Henderson Diversified Credit Fund	888214
Janus Henderson Tactical Income Fund (unlisted class of units)	798678

3. **By real time gross settlement (“RTGS”).** To use this option your Australian bank must offer RTGS. The details to transfer funds electronically via RTGS are as follows:  
Account Name: Janus Henderson Investors (Australia) Funds Management Limited  
BSB: 083 001  
Account Number: 231600660  
Description: <Investor Name>  
  
Please ensure that the EFT/RTGS section of the Application Form has been completed, including a valid reference number. If a valid reference number is not provided, this could delay the effective date of the application.

4. **By cheque.** Please make your cheque payable to “Janus Henderson Investors (Australia) Funds Management Limited” and crossed “Not negotiable”.
5. **By direct debit.** To use this option you will need to complete the direct debit request in the Application Form, provide the details of the bank account from which to deduct your investment amount and acknowledge that you have read and understood the terms of the Direct Debit Request Service Agreement set out in the Application Form.

### Cooling-off period

Retail investors can change their mind within a 14 day period of their investment. The 14 day period commences on the earlier of either the date you receive confirmation of your investment or the end of the fifth Business Day after the day on which your units are issued. The realised market value of the units will be refunded, less any taxes and reasonable transaction and administrative costs.

The proceeds refunded may be less or greater than the amount invested, since units in a Fund are subject to market movement from the time they are acquired.

Cooling-off rights will not apply to “wholesale clients” as defined by the Corporations Act.

Also, cooling-off rights do not apply in respect of any investment acquired through an IDPS. However, indirect investors should contact their operator and read the operator’s offer document for more information on any cooling-off rights that may apply in relation to the relevant IDPS.

## 9. Other information

### The Custodian and the Administrator

BNP’s role as Custodian is limited to holding assets of each of the Funds. As the Administrator, BNP provides administration services in relation to each of the Funds, which includes keeping the register of unitholders, arranging for the issue and withdrawal of units and calculation of asset valuations and fees.

In accordance with the relevant agreements between the Responsible Entity and BNP, BNP has no supervisory role in relation to the operation of each of the Funds, and has no liability or responsibility to unitholders for any acts or omissions.

### Privacy

References to ‘we’, ‘us’, ‘its’ and ‘our’ in this privacy section include the Responsible Entity, the Administrator and their sub-contractors. By providing the Application Form to Client Services, you consent to the handling of your personal information by us in the ways described in the manner set out below. We are committed to ensuring the confidentiality and security of your personal information. If you complete the Application Form, you will be providing personal information to us. We may also collect personal information (including sensitive information) about you from third parties, such as service providers that assist us in meeting our obligations under applicable legislation, including the AML/CTF Act. We are required to collect some of this information under the AML/CTF Act and the Corporations Act. We will handle your personal information in order to assess your application, service your needs as a unitholder, comply with legislation, provide facilities and services that you request and to carry out appropriate administration of each Fund. Without this information, we may not be able to process your application or provide you with an appropriate level of service.

For the purposes set out above, your personal information will be shared between us (ie shared between the Responsible Entity, the Administrator and their subcontractors). In order to use and share your personal information for the purposes stated above, the Administrator and their sub-contractors may be required to transfer your personal information to entities located outside Australia including in India. You can contact us for a free copy of our privacy policy which sets out how we handle your information, how you can access and correct that information, how you can make a complaint regarding our handling of your personal information and how we deal with such a complaint. Our privacy policy is also available at <https://www.janushenderson.com/en-au/investor/legal-information-and-privacy>.

The Responsible Entity may use your personal information for direct marketing purposes. Please contact Client Services to request not to receive direct marketing communications from us.

If you are investing in a Fund via an IDPS, please be aware that the Responsible Entity does not collect or hold personal information in connection with an investment in a Fund.

### Related parties

We may appoint any of our related bodies corporate to provide services or perform functions in relation to a Fund, including acting as the investment manager or our delegate. We may also enter into financial or other transactions with related bodies corporate in relation to the assets of a Fund, and may sell assets of the relevant Fund to, or purchase for the relevant Fund assets from, a related body corporate. Any such services or arrangements will be provided or entered into on terms that would be reasonable if the parties were dealing at arm’s length and for reasonable remuneration.

### Indirect investors

Investors and prospective investors may access a Fund indirectly. This PDS has been authorised for use by operators through an IDPS or master trust. Such indirect investors do not acquire the rights of a unitholder of a Fund. Rather, it is the operator or custodian of the IDPS or master trust that acquires those rights. Therefore, indirect investors do not receive income distributions or reports directly from the Responsible Entity, do not have the right to attend meetings of unitholders and do not have cooling off rights. Indirect investors should not complete the application form. The rights of indirect investors are set out in the disclosure document for the IDPS or master trust. If you are investing through an IDPS or a master trust, enquiries should generally be made directly to the IDPS operator or the trustee of the master trust. However, the Responsible Entity’s complaints handling procedure is also available to indirect investors.