

The Role of the Chief Executive

**The Chairman and the Chief Executive collectively are responsible for the leadership of the Company. The Chairman's primary responsibility is for leading the Board and ensuring its effectiveness whilst the Chief Executive is responsible for running the Company's business.**

In fulfilling his executive role, the Chief Executive acts within the authority delegated to him by the Board. His specific responsibilities include:

- leading the members of the Executive Committee in the day to day running of the Group's businesses;
- developing and presenting to the Board the strategy of the Group at both Group and Divisional level;
- recommending to the Board an annual budget and medium term projections for the Group;
- reviewing on a monthly basis the operational performance and strategic direction of the Group's businesses;
- managing the Group's risk programmes of the businesses;
- together with the Chairman approving annually the Group's management development and succession plans for the Executive, and approving appointments and termination of employment of Executive Directors;
- approving annually the Group's management development and succession plans for senior management, and approving appointments and termination of employment of staff at Leadership 2 and below;
- together with the Chairman, briefing and obtaining the views of the Non-Executive Directors on general and specific matters;
- together with the Chairman, providing input to the Remuneration Committee in relation to both its recommendations to the Board on the policy for the remuneration of the Executive Directors and its approval of the detailed terms of service of the Executive Directors and the Company Secretary;
- making recommendations to the Audit Committee on the appointment and termination of the Head of Corporate Audit;
- ensuring that an adequate programme is in place to maintain an appropriate level of contact with major shareholders and, together with the Chairman, ensuring that their views are communicated to the Board;
- in conjunction with the Chairman, representing the Company to customers, suppliers, government, shareholders, financial institutions and the community;
- in conjunction with the Chief Financial Officer, with input from the Board and Executive, keeping the Matchtech Group investment story current. Presenting the results and future of the company to Financial Institutions, Brokers, Analyst's and the financial press. Working along side our in-house broker Arbuthnot, our financial PR Agency MHP and research provider Edison Investment Research to maximise interest in the Matchtech Group story;
- be involved with key bids, tenders and major client presentations for the Group;
- attending networking events to develop high level relationships with new and existing clients.