

Chairman / CEO Responsibilities

Area of Responsibility	R	A	C	I	Notes
<b>Board Management</b>					
Agenda	CH	CEO			Agenda built jointly by Chairman and CEO
Board Appraisal	CH		CEO		Strong input from CEO
Board Composition	CH		CEO		
<b>AGM</b>					
Agenda / Admin / Formal	CH		CEO		
Q&As	CH	CEO			Joint act CEO / Chairman Q&As
<b>Manages the Company</b>					
Ex Committee Management	CEO				
Review Businesses	CEO			CH	Information shared when needed
Plans Delivery / Corrective Actions	CEO			CH	Information shared when needed
Set Budget Business Units	CEO			CH	
Set Group Budget	CEO	CH			
Manages Capex / M&A	CEO	CH			Approval for major projects
Strategy Development	CEO	CH			Board approval needed too
<b>Stakeholders / Relationships</b>					
Employees	CEO				Use of Chairman when helpful
Clients	CEO				Use of Chairman when needed
Suppliers	CEO				Use of Chairman when needed
Shareholders / Roadshows	CEO (CH)				Chairman to be involved by exception
JVs	CEO				Chairman to be involved where helpful
Organisations	CEO				
Results Analyst Presentations	CEO		CH		Chairman to help messaging
<b>Communications</b>					
Press	CEO				
Company - Internal	CEO				
NGOs/Others	CEO			CH	
<b>People</b>					
Board Evaluation	CH		CEO		
Executive / Ex Committee Evaluation	CEO				
Remuneration CEO	CH		CEO		In conjunction with Remcom
CFO	CH/CEO				In conjunction with Remcom
Executive Committee	CEO		CH		In conjunction with Remcom
Others	CEO				

Reference

CEO  
CH

CEO  
Chairman

R Responsible  
A Approval Needed  
C Consultation  
I For Information