

**CORPORATE GOVERNANCE FRAMEWORK**  
**COMPLIANCE UNIT: QUARTERLY REPORT**

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<b>Reporting Period</b>		<b>Report date</b>	
<b>Signature of Authorised Official</b>		<b>Submission date</b>	
<b>Position (of Authorised Official)</b>		<b>Contact telephone number</b>	

*Please list all Board meetings held during the calendar year, together with attendance details as specified below. Where less than four Board meetings were held, please provide an explanation as to the circumstances. Companies that were incorporated during the calendar year in question should specify the date of their commercial registration. If necessary, please use a continuation sheet.*

<b>Date &amp; location of meeting</b>	<b>Names of Directors present</b>	<b>Names of Directors who participated by phone/ video link</b>	<b>Names of directors not present</b>

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*Please list all Executive Committee and Audit Committee meetings held during the calendar year, together with attendance details as specified below. Where no such meetings were held, please provide an explanation as to the circumstances. Companies that were incorporated during the calendar year in question should specify the date of their commercial registration. If necessary, please use a continuation sheet.*

Type of meeting, date & location	Committee members present	Committee members who participated by phone/ video link	Committee members not present