

EAAGADS LIMITED
BOARD INDUCTION POLICY

1. INTRODUCTION

The effective operation of any organisation relies on its Board, and the effective operation of the Board relies on all its members having a full command of the necessary information and expertise.

2. PURPOSE

This policy seeks to ensure that new members of the Board of Directors of Eaagads Limited ('Eaagads') are provided with all the information and training necessary to enable them to contribute appropriately to the operations of the Board from the time of their election.

3. POLICY

New Board members shall be provided with all the information and training necessary to enable them to contribute appropriately to the operations of the Board.

4. RESPONSIBILITIES

It shall be the responsibility of the Chairman of the Nominations and Governance Committee and the Company Secretary to ensure that the materials specified in this policy are prepared and copied and to ensure that the procedures specified in this policy are implemented appropriately.

It shall be the responsibility of new members to avail themselves for induction program.

5. NEW DIRECTOR INDUCTION PROCESS

5.1 The Board will provide each new member with an induction into the affairs of both the Board and Eaagads including details of its issues, current concerns, staff, its financial position and its liabilities and assets.

5.2 Each new Board member will receive a "New Board Member Pack", including a copy of the following documents:

5.2.1 The Board Charter;

5.2.2 The Code of Conduct;

5.2.3 Relevant organizational documents such as the mission statement, constitution/rules, strategic plan, policies, current year-to-date budget, and the most recent annual report;

5.2.4 Basic biographical and contact information about Board members, and senior staff;

5.2.5 Meeting schedule and calendar of upcoming events;

5.2.6 Introduction to the group's operational and committee structure;

5.2.7 Information about the Board and Board members' roles and responsibilities, including the Board Attendance Policy;

5.2.8 An overview of members' insurance cover;

5.2.9 Any other necessary background information.

- 5.3 New Board members will meet with the Chairman after being given the "New Board Member Pack" and preferably before their first Board meeting. The purpose of the meeting is to answer any questions the new Board member/s may have and to help familiarise them with the Board's governance role.
- 5.4 New Board members will also meet with those charged with the running of the Eaagads Farm and the members of the management team. The purpose of this meeting is to familiarise the new member/s with the staff's operational role, to tour the facility and to meet staff.
- 5.5 New Board members should be supported throughout the first six months of their appointment by other members of the Board and the Chairman.
- 5.6 New Board members will be required to sign a letter of appointment indicating that they are fully aware of their role and its implications and accept this position.
- 5.7 Whilst the induction process is designed to assist new Board members with their understanding of the Company, it should be anticipated that further training may need to be provided to assist the Board member to understand the financial and operational aspects of the Company. These could include some financial skills training or other appropriate training.

**This Policy was approved and adopted by the Board on.....
2024.**

Signed by the Chairman of the Board:

DocuSigned by:
Dr. Joseph Kangara Kimemia
013B6505D8664D1...
Dr. Joseph Kangara Kimemia

13 June 2024

Date