# SAMCHEM HOLDINGS BERHAD

(Company No.: 797567-U) (Incorporated in Malaysia)

### **REMUNERATION COMMITTEE**

#### TERMS OF REFERENCE

## 1. Composition

The Committee shall be appointed by the Board from amongst the Directors of the Company consisting wholly or mainly of Non-Executive Directors.

It shall consist of not less than three (3) members.

### 2. Quorum

Two (2) members present shall form a quorum for meetings.

### 3. Chairman

The members of the Committee shall elect a Chairman from among their members who shall be an Independent Non-Executive Director. In the absence of the Chairman of the Remuneration Committee, the remaining members present shall elect one of their members as Chairman of the meeting.

#### 4. Secretary

The Secretary to the Remuneration Committee shall be the Company Secretary or his/her representative(s).

#### 5. Meetings

- (a) The Remuneration Committee shall meet at least once a year or at such other times as the Chairman of the Committee deems necessary.
- (b) Question arising shall be decided by a majority of votes and determination by a majority of members shall for all purposes be deemed a determination of the Remuneration Committee.

- (c) In the case of an equality of votes, the Chairman of the meeting shall have a second or casting vote provided that where two (2) members form a quorum, the Chairman of the meeting at which only such a quorum is present, or at which only two (2) members are competent to vote on the question at issue, shall not have a casting vote.
- (d) Any resolution in writing, signed or assented to by all the members of the Committee shall be as valid and effectual as if had been passed at a meeting of the Committee duly convened and held, and may consist of several documents in the like form, each signed by one or more members of the Committee.

## 6. Responsibilities

- (a) To recommend to the Board the framework of remuneration of Executive Directors and the remuneration package for each Executive Director, drawing from outside advice as necessary.
- (b) To recommend to the Board guidelines for determining remuneration of Non-Executive Directors.
- (c) To recommend to the Board any performance related pay schemes for Executive Directors.
- (d) To review the scope of service contract of Executive Directors (if any).
- (e) To consider the appointment of the service of such advisers or consultants as it deems necessary to fulfill its functions.
- (f) To review any major changes in remuneration policy and employee benefit structures throughout the Company or Group, and if thought fit, recommend them to the Board for adoption.

# 7. Reporting Procedures

- (a) The remuneration of Directors shall be the ultimate responsibility of the full Board after considering the recommendation of the Committee.
- (b) Executive Directors do not participate in discussion on their own remuneration.

- (c) The determination of remuneration package of Non-Executive Directors should be a matter for the Board as a whole.
- (d) Level of remuneration should be sufficient to attract and retain the Directors needed to run the Company successfully.
- (e) Change in membership of the Remuneration Committee.
- (f) Decisions and recommendations of the Committee shall be reported to the Board.

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