

NOMINATION AND REMUNERATION COMMITTEE (NRC)

In accordance with the notification of Bangladesh Securities and Exchange Commission's (BSEC) on Corporate Governance code No. BSEC/CMRRCD/2006-158/207/Admin/80 date 03 June 2018 the Board of Directors of Yeakin Polymer Limited constituted a Nomination and Remuneration Committee (NRC)

Composition of the Nomination and Remuneration Committee (NRC).

Mr. Mr. Badal Kumar Nath	Chairman
Mr. Quazi Rezaul Haque	Member
Mr. SK. Jamil Hossain	Member

Company Secretary Mr. Md Mahmudul Hasan & Mr. ABM Mahmudul Hasan functions as the secretary of the Nomination and Remuneration Committee.

During the year 2021-2022 one meeting held of Nomination and Remuneration Committee. All the members of the company were present in the meeting.

In accordance with the notification of Bangladesh Securities and Exchange Commission's (BSEC) on Corporate Governance code No. BSEC/CMRRCD/2006-158/207/Admin/80 date 03 June 2019, Role of the Nomination and Remuneration Committee:

- a) Formulating the criteria for determining qualifications, positive attributes and independence of a director and recommend a policy to the Board, relating to the remuneration of the directors, top level executive, considering the following:
 - (i) The level and composition of remuneration is reasonable and sufficient to attract. Retain and motivate suitable directors to run the company successfully;
 - (ii) The relationship of remuneration to performance is clear and meets appropriate performance benchmark; and
 - (iii) Remuneration to directors, top level executive involves a balance between fixed and incentive pay reflecting short and long-term performance objectives appropriate to the working of the company and its goals;
- b) Devising a policy on Board's diversity taking into consideration age, gender, experience, ethnicity, educational background and nationality
- c) Identifying persons who are qualified to become directors and who may be appointed in top level executive position in accordance with the criteria laid down, and recommend their appointment and removal to the Board;
- d) Formulating the criteria for evaluation of performance of independent directors and the Board;
- e) Identifying the company's needs for employees at different levels and determine their selection, transfer or replacement and promotion criteria; and
- f) Developing, recommending and reviewing annually the company's human resources and training policies.

Top Level Executive Selection and Remuneration Policy

- a) **Appointment criteria and qualifications**
 - (i). Following the company policies and applicable laws (ii). Selection process is transparent in all respects and compatible to normal practice in our country (iii). Considering qualification experience and latent of the respective personal for the different level of management and employees of the company
 - (iv). Maintaining diversity in age, maturity and gender disciplines

b) Remuneration Criteria

Maintaining the structure and scale for all level of employees compatible to same type of the job sector in our country and following the local laws (ii). The remuneration bonus includes festival bonus.

(iii). The remuneration, including bonuses, compensation, benefits (or in whatever form) payable to the top-level executives and Other employees are determined by the NRC based on the respective Company policies and guideline, which shall be ratified by the Board as and when required;

EVALUATION CRITERIA**A) Independent Director & Non-Executive Director**

The evaluation of performance of the independent Directors (IDs) and Non-Executive Directors are performing once a year by the board of Directors, according to the following criteria;

- Participation in the Board and Committee Meeting
- Contribution to improving the corporate governance practices of the Company.

B) Top-Level Executives & Other Employees

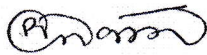
The respective authority of top-level executives and other employees sets the performance measurement criteria based on the respective roles and responsibilities to achieve people and business objectives through Company appraisal processes at the beginning of each calendar year. The employees concerned prepare the performance document (half-year and year end). The respective authority then evaluates the performance of the employees according to the measurement criteria.

Activity summary of Nomination and Remuneration Committee during the year

In the meeting **Nomination and Remuneration Committee analysis the following issue**

- Reviewed the current salary position of top level executive
- Reviewed the company's current human resource position and needs for employees at different levels and determine their selection, replacement and promotion criteria
- Reviewed the enhancement of salary of employee in line with salary scale
- Reviewed the training provided the employee

On behalf of the Nomination and Remuneration Committee



Mr. Badal Kumar Nath
Chairman

Nomination and Remuneration Committee