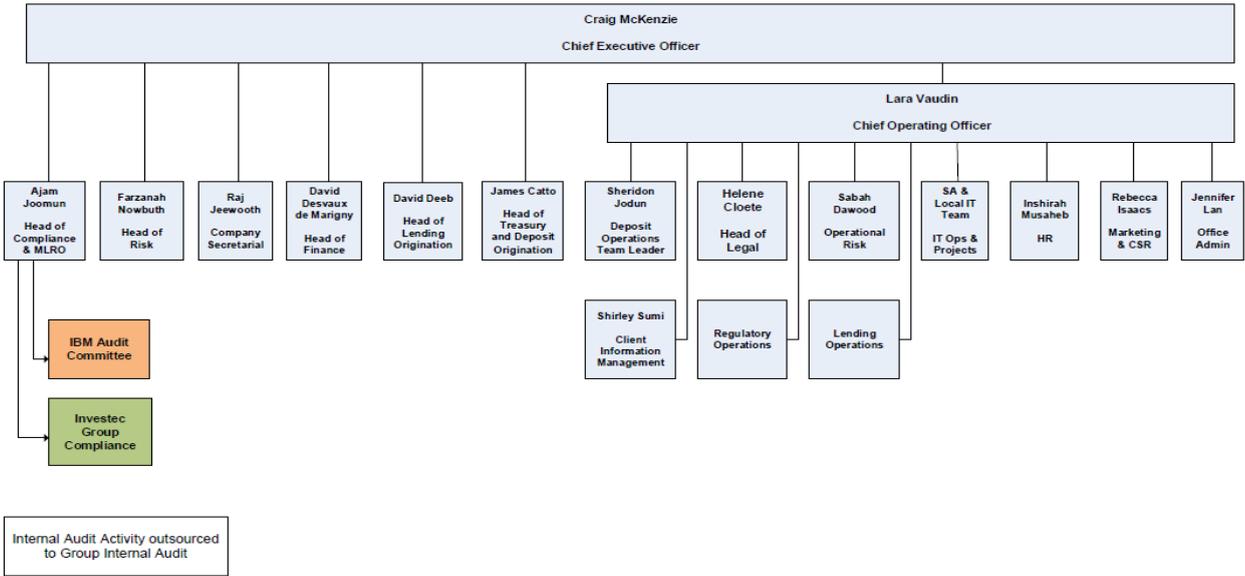


Investec Bank (Mauritius) Limited
Organisational chart and major accountabilities

Organisational chart



The Chief Executive officer

Job Description

- Responsible for setting the strategic direction for the organisation and mobilising resources to accomplish the bank's Mission, Vision, Goals and Objectives.
- Be the contact person for the bank's stakeholders, together with the COO
- Communicate financial and operational performance results to its board and parent company.

Roles and Responsibilities

1. Bank's operations
2. Strategic Planning
3. Annual operating plan and Budgets
4. Selecting a qualified management team and establishing an effective organisation structure
5. Identifying and Managing Risks
6. Accurate and Transparent Financial Reporting and Disclosures
7. Establish and maintain an effective process with compliance including applicable regulatory requirements
8. The CEO should ensure that the Bank is seen as a responsible corporate citizen
9. The CEO should ensure the establishment of an effective Compensation Policy
10. Member of management committees and board sub committees
11. Interaction with the regulators and a member of BOM banking committee

The Chief Operating officer

Job Description

To manage all operational processes, ensuring that business operations are efficient and effective; including the management of resources, processes, systems, finance and projects; in partnership with key stakeholders

Roles and Responsibilities

1. Manage the daily business operations - resources, processes, systems and projects
2. Review processes, operations and procedures in order to identify gaps and areas for improvement
3. Special project oversight including implementation and roll out
4. Query Management
5. Translate, communicate and support the banking strategy at a functional level
6. Develop strategic partnerships and alliances with internal stakeholders, external suppliers
7. Manage and evaluate functional, team and individual performance against targets
8. To work in collaboration with the ERM's (Embedded Risk Manager) to ensure the Operational Risk Management Framework is in place (risk identification, controls, treatments, risk event management) and to support the management of operational risk (in line with the group framework), the Bank's policies and governance

The COO together with the senior management team must establish a risk based framework for the bank. The CEO and his management team are responsible for the overall risk mitigation of the Bank and to ensure that a culture of risk awareness is fostered amongst all employees. The CEO should also set and manage the bank's overall risk appetite.

9. Engage with Group to ensure (where appropriate) that processes are appropriately integrated & standardised in line with the policies and governance procedures of Group
10. Ensure internal and external audit reports are monitored and reviewed, and ensure audit findings are managed to the satisfaction of internal auditors
11. Engage with IT to appropriately prioritise relevant projects on a macro strategic level
12. Responsible for all aspects of Human Resources. The COO must establish an effective compensation policy to ensure that the Bank retains the highest calibre individuals who are characterised by integrity, intellect, innovation and who adhere and subscribe to the Bank's culture, values and philosophies.
13. Credit Review Committee Member
14. Credit Committee Officer
15. Member of various management committees
16. Invitee to Board, Audit and Risk Management Committees
17. Responsible for the collation of all reports to be submitted to the committees referred to in 16
18. To work in collaboration with Regulatory Reporting and Company Secretarial team to ensure that all regulatory requirements are met
19. Authorised signatory on B list
20. Overall responsibility for the smooth running of Facilities and Reception

