.

ø

.

CORPORATE GOVERNANCE STATEMENT FOR THE FINANCIAL YEAR ENDED 31 MARCH 2019

÷

ø



Alliance Investment Bank Berhad (21605-D)

(A Participating Organisation of Bursa Malaysia Securities Berhad)

CORPORATE GOVERNANCE STATEMENT FOR THE FINANCIAL YEAR ENDED 31 MARCH 2019 (FY2019)

The Board of Directors (Board) of Alliance Investment Bank Berhad (AIBB or the Bank), a wholly-owned subsidiary of Alliance Bank Malaysia Berhad (Alliance Bank) considers good corporate governance to be the foundation of a well-managed institution. The Board is fully committed to integrity and fair dealing in all its activities, and has endeavoured to adopt the best practice of corporate governance in all areas of its business towards enhancing business prosperity and corporate accountability with the ultimate objective of safeguarding the interests of all stakeholders and enhancing shareholder value.

AIBB's approach to corporate governance practices is in conformity with Bank Negara Malaysia's (BNM) Policy Document on Corporate Governance (BNM CG Policy) and is guided by the principles and practices set out in the Malaysian Code on Corporate Governance issued in 2017 (the Code).

A. BOARD OF DIRECTORS

1. BOARD COMPOSITION

The Board currently has four members comprising entirely Non-Executive Directors, three of whom are Independent Non-Executive Directors:

- 1. Kuah Hun Liang Chairman of the Board/Independent Non-Executive Director
- 2. Mazidah Binti Abdul Malik Independent Non-Executive Director
- 3. Datin Ooi Swee Lian Independent Non-Executive Director
- 4. Lee Ah Boon Non-Independent Non-Executive Director
- Dato' Yeoh Beow Tit Independent Non-Executive Director (Retired from the Board with effect from 17 May 2019)
- Kung Beng Hong Chairman of the Board/Non-Independent Non-Executive Director (Retired from the Board with effect from 1 January 2019)

The profiles of each of the members of the Board are available on the Bank's corporate website at <u>https://www.alliancebank.com.my/investment/corporate/corporate-profile/board-directors.aspx</u>. None of the Directors holds any shares in the Bank.

The current Board comprises individuals of high calibre with diverse experience which collectively has the necessary skills, experience and qualifications to effectively manage the Bank and discharge the responsibilities of the Board. The diversity of business backgrounds in the composition of the Board ensures good use of different and wide-ranging skills, regional as well as industry experience and other attributes of the Directors.

Tenure and Independence

The Board considers a strong element of independence on the Board vital for good corporate governance. Independent Directors of the Bank exercise independent judgement and participated in the deliberations of the Board objectively with no individual or small group of individuals dominating the Board's decision making process. The number of Independent Directors on the Board of the Bank has well exceeded the requirement laid down in BNM CG Policy to have a majority of independent directors at all times.

The Board through the Group Nomination & Remuneration Committee (Group NRC) assesses the independence of the Independent Directors annually. In the annual assessment of the Independent Directors of the Bank in respect of FY2019, the Board was satisfied that each of the Independent Directors of the Bank continues to be independent and free from any business or other relationship that could interfere with the exercise of independent judgement or the ability to act in the best interest of the Bank, and that each of them continues to fulfill the criteria of independence as set out in BNM CG Policy.

The Bank has adopted a maximum 9-year policy for tenure of Independent Directors and a maximum 12-year policy for tenure of Non-Independent Non-Executive Directors.

As at the date of this Statement, none of AIBB's Independent Directors have served for a cumulative period of more than 9 years in the Alliance Bank Group.

Board Gender Diversity

The Board, through the Group NRC, has taken steps to ensure that women candidates are given priority consideration in the selection and recruitment process for directors towards achieving the gender diversity target of 30% women participation. While it is important to promote board gender diversity, the normal selection criteria based on an effective blend of competencies, skills, extensive experience and knowledge to strengthen the Board should remain a priority.

The Board currently has two women directors on the Board of four members.

New Appointment and Re-Appointment of Director

Any proposed appointment of new Directors or proposed re-appointment of Directors to the Board will be assessed by the Group NRC. The Group NRC is guided by the Group Board Succession Plan in identifying potential candidates for nomination as Directors. The Group Board Succession Plan entails the guiding principles for effective succession planning as well as the procedure in ensuring a smooth transition in the Board's succession process as existing Directors leave the Board and new ones come on board. The Group NRC identifies potential candidates for nomination as Directors from various sources such as referrals from existing Directors or officers and Directors Register maintained by FIDE Forum and other leadership development and consulting organisations.

The Group Board Succession Plan was last reviewed and updated by the Board in January 2019 to ensure alignment with the strategic direction of the Bank.

Assessment Criteria and Process for Board Candidates

The Group NRC takes into account the strategic directions of the Alliance Bank Group when evaluating candidates to fill any Board vacancy. In assessing candidates for new Board appointment, the Group NRC looks for diversity of skills, knowledge, experience and gender of the candidates.

To ensure a candidate has the character, experience, integrity and competency to effectively discharge his/her role as a Director, the Group NRC will assess the candidates on the following criteria:

- (i) not be disqualified under section 59(1) of the Financial Services Act, 2013;
- (ii) comply with the fit and proper requirements of the Bank;
- (iii) not have any competing time commitments that impair his/her ability to discharge his/her duties effectively;
- (iv) not be an active politician;
- (v) not be a partner of a firm which has been appointed as the external auditors of the Bank or any of the firm's officers directly involved in the engagement until at least two years after – (a) he/she ceases to be an officer or partner of that firm; or (b) the firm last served as an auditor of the Bank; and
- (vi) preferably at a minimum holds a degree qualification and/or other equivalent qualification(s) and at least 5 years senior managerial position.

The Group NRC will, upon its assessment, submit its recommendation to the Board for approval. The final decision on the appointment of a candidate recommended by the Group NRC rests with the whole Board before the application is submitted to BNM for approval.

2. BOARD EFFECTIVENESS REVIEW

The Board recognises that it continually needs to assess and improve its effectiveness. This is achieved through the Board's annual performance evaluation, induction of new Board members and ongoing Board development activities.

Board Effectiveness Assessment

The Board has implemented an annual Board Effectiveness Assessment process as follows, carried out by the Group NRC, to assess the effectiveness of the Board as a whole, the Committees of the Board and the contribution of each individual Director.

Step 1: Completion of Comprehensive Questionnaire

I. Assessment of the Board by Board Members

Each Director evaluates the performance of the Board as a whole by way of a Self-Assessment Questionnaire by Individual Board Members. The assessments are made against the pre-established criteria as follows:

- A. Board Composition/Structure
- B. Board Process
- C. Board Governance
- D. Major Responsibilities of the Board
- II. Individual Director Self-Assessment

For individual Directors' assessments, Self-Assessment Forms by Individual Director are completed individually by every Director.

III. Peer Assessment of Individual Directors

The performance of each Board Member is also assessed by their fellow Board Members based on similar criteria of the Individual Director Self-Assessment.

IV. Assessment of the Board Committees

Each Member of the Board Committees completes the Self-Assessment Form in respect of the Board Committees in which he/she is a member. The effectiveness of the Board Committees is assessed against the following pre-established criteria:

- A. Committee Governance
- B. Accountability and Responsibilities

Step 2: Reporting and Discussion with the Group NRC and the Board

The results of the annual Board Effectiveness Assessment for the Board as a whole, Board Committees and the contribution of each Individual Director are compiled for deliberation by the Group NRC, respective Board Committees and the Board for improvement, where necessary.

For FY2019, the Board was satisfied with the results of the annual Board Effectiveness Assessment and would take the necessary steps to address areas for improvement suggested by the Directors.

The Board also periodically engages external consultants to assist in and lend objectivity to the annual board assessment. In the previous FY2018, an external consultant was engaged to undertake the Board Effectiveness Assessment and Individual Director Evaluation for the Alliance Bank Group.

Fit and Proper Assessment

The Board, through the Group NRC, assessed the fitness and propriety of the Directors in accordance with the Group's Policy on Fit and Proper as part of the annual Board Effectiveness Assessment exercise. All Directors are required to complete a Fit & Proper Declaration annually. The Fit & Proper Declarations by the Directors are verified against independent sources.

For FY2019, the Board was satisfied that each of the Directors had met the required standard of fitness and propriety.

3. BOARD TRAINING AND DEVELOPMENT

Continuous training is vital for the Directors to gain insight and keep abreast with the development in the industry to further enhance their skills and knowledge in discharging their roles and responsibilities effectively. While the Directors are expected to have personal development skills to improve themselves, they are encouraged to attend a minimum of three days of training programmes relating to the relevant areas within the financial year taking into consideration emerging trends in the financial services industry. In addition, each Board Committee Member is encouraged to attend a minimum of two days of training programmes relevant to the respective areas of the Board Committees in each financial year to keep abreast with the latest developments in the industry.

The Bank has put in place an In-house Directors' Orientation Programme for newly appointed Directors to familiarise themselves with the Bank's operations in addition to the regulatory and mandatory training programmes such as the Capital Market Directors Programme and Financial Institutions Directors' Education (FIDE) Core Programme. Upon appointment, a new Director will attend an in-house orientation programme within three months of the appointment where he/she will be briefed on the operations and business strategies by the Senior Management to familiarise him/her with the Bank and the Alliance Bank Group. Directors also received guidance and counsel from the Company Secretary on the Bank's governance matters as well as their duties as Directors of the Bank.

The Directors are provided with adequate budgets to attend relevant training programmes on an ongoing basis in various areas including Investment banking, Islamic banking, corporate governance and compliance, board leaderships, risk management, anti-money laundering, strategic issues and latest development and innovation in the marketplace such as FinTech, digitalization and Blockchain which are relevant to the financial services industry to enable them to keep abreast with the latest developments in the industry. The Directors are also regularly being updated on new requirements affecting their responsibility and are constantly reminded of their obligations.

Directors	Training programmes attended by Directors		
Kuah Hun Liang	 In-house Board Briefing on Anti-Money Laundering FIDE: Emerging Risks, the Future Board, and Return on Compliance FIDE Forum: Dialogue with Senior Officials of Bank Negara Malaysia Islamic Finance for Board of Directors Programme In-house Board Briefing on IBM Blockchain World WireTM: The New Normal in Global Payments FIDE Forum: Reading the Signs: The Next Financial Crisis and Potential Impact on Asia 		
Mazidah Binti Abdul Malik	 SIDC: Future State of the Investment Profession In-house Board Briefing on Anti-Money Laundering 1st PIDM-FIDE Forum Annual Dialogue Bursa: Market Integrity Symposium-Embracing Innovation, Changing the Game Electronic Trading Enterprise Risk Management: The New Paradigm IFN Singapore Forum 2018 Khazanah Megatrends Forum 2018 Green Financing Forum: Forum Green Projects Through the Islamic Capital Market FIDE Forum Dinner Talk: "The Director as Coach": An exclusive dialogue with Dr Marshall Goldsmith and Launch of FIDE Forum's "DNA of a Board Leader" ICDM Power Talk & Directors Dialogue with Mr Murray Eldridge: People, Purpose and Performance Malaysia's Palm Oil Industry in the Post-GE14 Era IFN Investors Forum 2018 FIDE Forum: Dialogue with Senior Officials of Bank Negara Malaysia Islamic Finance for Board of Directors Programme Breakfast Talk on Digital Ethics and Sustainability in a New Economy of Privacy 		
Datin Ooi Swee Lian	 In-house Director Induction Programme Malaysia's Palm Oil Industry in the Post-GE14 Era FIDE Core Programme (Module A) FIDE Core Programme (Module B) Capital Market Director Programme 		
Lee Ah Boon	 Enterprise Risk Management: The New Paradigm In-house Board Briefing on Anti-Money Laundering FIDE Forum Dinner Talk: "The Director as Coach": An exclusive dialogue with Dr Marshall Goldsmith and Launch of FIDE Forum's "DNA of a Board Leader" Powertalk: Effective Board in a VUCA World SID: MCD 2 - Corporate Culture and the Role of The Board In-house Board Briefing on IBM Blockchain World WireTM: The New Normal in Global Payments Islamic Finance for Board of Directors Programme FIDE: Emerging Risk the Future Board and Return on Compliance Capital Market Director Programme 		

The Directors have attended various training programmes during FY2019 as follows:

Directors	Training programmes attended by Directors
Dato' Yeoh Beow Tit	 In-house Board Briefing on Anti-Money Laundering FIDE: Understanding Fintech and Its Implications for Banks Board Educational Series : (a) Update on Anti-Money Laundering (b) Risk Culture Report by EY (c) Directors' & Officers' Liability Insurance by Jardine Lloyd Thompson Board Educational Series: (a) Digital Transformation Strategy for Great Eastern Group (b) Reinsurance as Capital Management Tool by Munich RE Board Educational Series: (a) Preparing for Sales & Services Tax: Managing the Transition
Kung Beng Hong	 FIDE: Understanding Fintech and Its Implications for Banks In-house Board Briefing on Anti-Money Laundering Malaysia's Palm Oil Industry in the Post-GE14 Era

4. BOARD RESPONSIBILITIES

Board Charter

The Board has adopted a Board Charter that sets out the mandate, responsibilities and procedures of the Board and the Board Committees, including the matters reserved for the Board's decision.

The Board has the overall responsibility for promoting the sustainable growth and financial soundness of the Bank and for ensuring reasonable standards of fair dealing, without undue influence from any party. This includes a consideration of the long-term implications of the Board's decisions on the Bank and its customers, officers and the general public.

The key responsibilities of the Board are set out below:

- (a) approve the risk appetite, business plans and other initiatives which would, singularly or cumulatively, have a material impact on the Bank's risk profile;
- (b) oversee the selection, performance, remuneration and succession plans of the Chief Executive Officer (CEO), control function heads and other members of senior management, such that the Board is satisfied with the collective competence of senior management to effectively lead the operations of the Bank;
- (c) oversee the implementation of the Bank's governance framework and internal control framework, and periodically review whether these remain appropriate in light of material changes to the size, nature and complexity of the Bank's operations;
- (d) promote, together with senior management, a sound corporate culture within the Bank which reinforces ethical, prudent and professional behaviour;
- (e) promote sustainability through appropriate environmental, social and governance considerations in the Bank's business strategies;
- (f) oversee and approve the recovery and resolution as well as business continuity plans for the Bank to restore its financial strength, and maintain or preserve critical operations and critical services when it comes under stress; and
- (g) promote timely and effective communication between the Bank and BNM on matters affecting or that may affect the safety and soundness of the Bank.

(h) ensure AIBB complies with the Shariah principles, concepts and rulings issued by the Shariah Advisory Council of Securities Commission Malaysia in the provision of the Islamic Stockbroking Services. In performing this responsibility, the Board appoints a Shariah Adviser and relies on his or her advice on the manner the operation and activities of the Islamic Stockbroking Services should be carried out in ensuring compliance with the Shariah principles and requirements.

The Board has established various Board Committees to assist and complement the Board in the execution of its responsibilities. These Board Committees operate within clearly defined roles and responsibilities as set out in the terms of reference of each of the committees. The respective Board Committees reviewed its terms of reference as and when necessary. Any proposed changes to the terms of reference of the Board Committees are subject to the approval of the Board.

The Board's approach is that major policy decisions are matters for the Board as a whole. The matters reserved for the Board's decision include, among others, key proposals/issues related to strategy and management, structure and capital, financial reporting and controls, communication with stakeholders, Board membership and appointments of CEO, remuneration, delegation of authority, etc.

To assist with their respective fiduciary duties and responsibilities, the roles of the Chairman, Non-Executive Directors and CEO are identified and set out in the Board Charter.

The Board Charter is reviewed by the Board as and when necessary in line with development in corporate governance requirements and practices to ensure its continued relevance to the Board. The Board Charter was last reviewed and revised by the Board on 23 November 2018 with, among others, the following changes:

- (i) Limiting the tenure of independent directors to a maximum cumulative term of 9 years and removal of the option for an independent director to continue serving on the Board as a non-independent director upon completion of the 9 years term.
- (ii) Introduced a new policy by limiting the tenure of non-independent non-executive directors to a maximum cumulative term of 12 years.

The Board Charter is available on the Bank's corporate website at <u>https://www.alliancebank.com.my/Alliance-Investment-Bank-</u>Berhad/Corporate/Corporate-Governance.aspx

Code of Conduct

The Bank is guided by the Code of Conduct established by the Board which outlines the conduct required of the Board members and the employees individually in order for them to discharge their duties in a professional, honest and ethical manner.

Core areas of conduct set out in the Code of Conduct include, among others:

- (a) compliance with laws, regulations, internal policies and procedures;
- (b) avoidance of conflict of interest;
- (c) misuse of position;
- (d) misuse of information and insider trading;
- (e) reject bribery and corruption;
- (f) respect customer confidentiality and data privacy; and
- (g) stay alert to money laundering, terrorism and fraud.

To underscore the importance of adherence to and observance of the Bank's Code of Conduct, our employees refresh their understanding of the Code of Conduct by way of e-learning annually.

The Code of Conduct is available on Alliance Bank's corporate website at <u>www.alliancebank.com.my</u>.

The Directors also adhere to the Bank's Conflict of Interest Policy for Directors.

The Bank's Conflict of Interest Policy for Directors was last reviewed and updated by the Board in October 2018 to align with changes to regulatory guidelines.

Whistleblowing Policy

In line with the Bank's strive for sustained ethical business practices, the Bank has put in place a Whistleblower Policy that is designed to provide a platform for employees to report any misconducts committed or about to be committed, including breaches of any laws, regulations, business principles, policies and guidelines of the Bank; and any possible financial improprieties such as manipulation of financial results, misappropriation of assets, intentional circumvention of internal controls, inappropriate influence on related party transactions by related parties and other improprieties.

The Whistleblower Policy is also an avenue for employees to raise concerns in relation to specific issues that are in the interest of integrity and justice.

Employees who utilise the whistleblower platform are ensured of anonymity (if applicable) and are protected against work related retaliation to a certain extent, regardless of whether or not the concerns raised are upheld.

In addition to the internal reporting channels, employees are also given information on external reporting channels i.e. BNM and Securities Commission of Malaysia.

The Chairman of the Group NRC, who is an Independent Non-Executive Director of Alliance Bank, is the designated person appointed to be responsible for the effective implementation of the Whistleblower Policy. The Chairmen of the Board, Group Audit Committee (Group AC) and Group CEO are involved in the whistleblower processes. The Board is informed of the relevant whistleblower investigation/conclusions.

The Bank is also committed to ensuring that third parties are provided with an avenue to raise complaints as whistleblowers. To this end, the "ALLIANCE Speak up" Statement, being a whistleblower statement for third parties, has been made available for public viewing and information through Alliance Bank's corporate website at www.alliancebank.com.my

Company Secretary

The Board is supported by a qualified and competent Company Secretary with over 26 years of experience in the corporate secretarial function. He is an Associate member of The Malaysian Institute of Chartered Secretaries and Administrators. He holds a Master of Business Administration in Finance from University Putra Malaysia and a Master of Advanced Business Practice from University of South Australia.

The Company Secretary provides counsel to the Board on corporate governance matters and advocates the adoption of corporate governance best practices; renders effective support to the Chairman of the Board/Board Committees and Directors in the discharge of their roles and responsibilities; and facilitates effective communication of decisions and policies made by the Board/Board Committees to the Management. The Company Secretary also ensures Board procedures; applicable rules and regulations; and relevant laws are complied with.

The Company Secretary keeps abreast with changes in relevant laws; rules and regulations; and industry development through continuous training and regular interaction with various stakeholders and industry peers.

The Board assesses the fitness and propriety of the Company Secretary annually in accordance with the Group's Policy on Fit and Proper. For FY2019, the Board is satisfied with the performance and support rendered by the Company Secretary.

Board Meetings and Supply of Information

The Board meets on a scheduled basis at least eight times a year to review progress reports on the Bank's business and financial performance, approve budget, strategies, business plans and significant policies as well as to consider business and other proposals which require the Board's approval. All Directors are informed of these scheduled dates of Board meetings before the start of the financial year. Ad-hoc Board meetings may be called to deliberate and assess issues that require the Board's immediate consideration and decision. The Board also meets without presence of Management as and when it is required.

Directors are required to attend at least 75% of all the Board/Board Committee meetings during each financial year. The attendance of Directors at a Board/Board Committee meeting, by way other than physical presence, remains the exception rather than the norm and is subject to appropriate safeguards to preserve the confidentiality of deliberation.

The Board's approval for urgent and straight forward matters may be obtained through written resolutions approved via circulation.

All Directors are supplied with information on a timely manner. The agenda for each Board/Board Committee meeting, together with detailed reports and proposal papers to be tabled, are circulated to the Directors for their prior reading well in advance of the date of the meeting. The Directors may request to be furnished with additional information for clarification.

Relevant Senior Management Officers are invited to attend Board/Board Committees meetings to provide the Board/Board Committees with detailed explanations and clarifications on proposals tabled to enable the Board/Board Committees to make informed decisions.

The Bank has implemented paperless meetings where board materials are uploaded to a secured board portal for the Directors to download to their tablets or laptops. This initiative has made the process of creating, distributing and reviewing confidential board materials more efficient and secure. It speeds up the process of board pack dissemination and removes the need for hard copy papers. The initiative also enhances the Bank's corporate responsibility in line with environmental initiatives by reducing its paper consumption.

Every Director has the right to resources, whenever necessary and reasonable, for the performance of his/her duties at the cost of the Bank. Directors may seek external independent professional advice at the expense of the Bank, to assist them in making well-informed decisions whether as a full Board or in their individual capacity.

Minutes of Board and Board Committees' meetings are circulated to the Board members in a timely manner for their review to ensure that the minutes accurately record the deliberations and decisions of the Board and Board Committees.

Number of meetings convened by the Board and attendance of each Director

In total, the Board met formally for 14 times during FY2019. 9 meetings were regular meetings scheduled before the start of the financial year while 5 meeting were ad hoc meetings to consider exigency matters. In addition, the Board had 2 offsite meetings on Group Strategy and Budget respectively during FY2019.

All Directors have demonstrated that they are able to allocate sufficient time to the Bank in discharging their duties and responsibilities, and their commitment is affirmed by their attendance at the Board and Board Committees meetings held during FY2019, as reflected below:

No.	Directors	Attendance
1.	Kuah Hun Liang ^(a)	14/14
	Chairman of the Board	
	Independent Non-Executive Director	
2.	Mazidah Binti Abdul Malik	14/14
	Independent Non-Executive Director	
3.	Datin Ooi Swee Lian ^(b)	6/6
	Independent Non-Executive Director	
4.	Lee Ah Boon ^(c)	1/1
	Non-Independent Non-Executive Director	
5.	Dato' Yeoh Beow Tit ^(d)	14/14
	Independent Non-Executive Director	
6.	Kung Beng Hong ^(e)	10/10
	Chairman of the Board/Non-Independent Non-Executive Director	

Notes:

- ^(a) Appointed as Board Chairman on 11 February 2019.
- ^(b) Appointed on 1 November 2018.
- ^(c) Appointed on 11 February 2019.
- ^(d) Retired from the Board with effect from 17 May 2019.
- ^(e) Retired from the Board with effect from 1 January 2019.

B. BOARD COMMITTEES

To enhance the Board's effectiveness in discharging its duties and responsibilities, the Board has established the following Board Committees which operate within specific delegated authority and functions to complement the Board in the execution of its responsibilities:

- Executive Committee (EXCO)
- Group NRC
- Group AC
- Group Risk Management Committee (Group RMC)

The Group AC, Group RMC and Group NRC operate on a Group basis covering the Bank and its related companies namely, Alliance Bank and Alliance Islamic Bank Berhad (AIS). Each Board Committee has its terms of reference which set forth the responsibilities of that committee.

EXCO

The EXCO reviews/vetoes loan/financing applications with total group exposure which are within its approval limits set by the Board and approves credit transactions/exposures with connected parties classified under BNM Guidelines on Credit Transactions and Exposures with Connected Parties (BNM/GP 6). It also reviews and recommends strategies and business plans for the Board's approval and oversees their implementation.

The Board dissolved the EXCO on 31 July 2018 as part of the efforts to improve the Board's effectiveness. Following the dissolution of the EXCO, all matters under the purview of the EXCO are accordingly escalated to the Board for consideration.

The members of the EXCO were as follows:

- 1. Kuah Hun Liang Chairman
- 2. Kung Beng Hong
- 3. Mazidah Binti Abdul Malik

The EXCO met twice prior to its dissolution on 31 July 2018. Details of each EXCO Member's attendance are as follows:

No.	EXCO Members	Attendance
1.	Kuah Hun Liang (Chairman)	2/2
2.	Kung Beng Hong	2/2
3.	Mazidah Binti Abdul Malik	2/2

Group NRC

The Group NRC supports the Boards in carrying out their functions in the following matters concerning the Boards, Shariah Committee, Senior Management and Company Secretary:

- Appointment and removals;
- Composition of the Boards;
- Performance evaluation and development; and
- Fit and proper assessments,

and actively overseeing the design and operation of the Alliance Bank Group's remuneration system. Group NRC also periodically reviews the remuneration of Directors on the Board, and on whether remuneration remains appropriate to each Director's contribution, taking into account the level of expertise, commitment and responsibilities undertaken.

The Terms of Reference of Group NRC is available on Alliance Bank's corporate website at <u>www.alliancebank.com.my</u>.

The members of the Group NRC are as follows:

- 1. Ou Shian Waei Independent Non-Executive Director, Alliance Bank/Chairman
- 2. Tan Sri Dato' Ahmad Bin Mohd Don Independent Non-Executive Director, Alliance Bank
- 3. Datuk Wan Azhar Bin Wan Ahmad Independent Non-Executive Director, Alliance Bank and AIS
- 4. Lee Ah Boon Non-Independent Non-Executive Director, Alliance Bank
- 5. Susan Yuen Su Min Independent Non-Executive Director, Alliance Bank (Appointed as a member of Group NRC on 1 April 2019)
- Kung Beng Hong Non-Independent Non-Executive Director of the Bank and Alliance Bank (Stepped down as a member of Group NRC with effect from 1 January 2019 following his retirement from the Boards of AIBB and Alliance Bank effective even
- following his retirement from the Boards of AIBB and Alliance Bank effective ev date)
 7. Lee Boon Huat Independent Non-Executive Director, Alliance Bank
- Lee Boon Huat Independent Non-Executive Director, Alliance Bank (Member of Group NRC until 31 July 2018)

During FY2019, a total of 14 Group NRC meetings were held. 10 were regular meetings scheduled before the start of the financial year while 4 meetings were ad hoc meetings convened to consider exigency matters. The details of attendance of the Group NRC members are as follows:

No.	Group NRC Members	Attendance
1.	Ou Shian Waei (Chairman)	14/14
2.	Tan Sri Dato' Ahmad Bin Mohd Don	14/14
3.	Datuk Wan Azhar Bin Wan Ahmad	14/14
4.	Lee Ah Boon	14/14
5.	Kung Beng Hong	11/11
6.	Lee Boon Huat	6/6

Group AC

The Group AC supports the Boards in relation to the oversight of the Group's financial and reporting processes. It monitors the integrity of the financial statements and supervises both the internal and external audit processes, reporting back to the Board. It reviews the effectiveness of the policies, procedures and systems in place related to, among others, operational risks, compliance, IT and Information Systems (including cyber security) and works closely with the Group RMC in connection with assessing the effectiveness of the risk management and internal control framework.

The Terms of Reference of the Group AC is available on Alliance Bank's corporate website at <u>www.alliancebank.com.my</u>.

The members of the Group AC are as follows:

- 1. Thayaparan S. Sangarapillai Independent Non-Executive Director, Alliance Bank/ Chairman
- 2. Kuah Hun Liang –Independent Non-Executive Director of the Bank and Alliance Bank
- 3. Datuk Wan Azhar Bin Wan Ahmad Independent Non-Executive Director, Alliance Bank and AIS
- 4. Ho Hon Cheong Non-Independent Non-Executive Director, Alliance Bank
- 5. Tan Chian Khong Independent Non-Executive Director, Alliance Bank

During FY2019, a total of 21 Group AC meetings were held. 11 were regular meetings scheduled before the start of the financial year while 10 meetings were ad hoc meetings convened to consider exigency matters. The details of attendance of the Group AC members are as follows:

No.	Group AC Members	Attendance
1.	Thayaparan S. Sangarapillai (Chairman)	21/21
2.	Kuah Hun Liang	20/21
3.	Datuk Wan Azhar Bin Wan Ahmad	21/21
4.	Ho Hon Cheong	21/21
5.	Tan Chian Khong	20/21

The Group AC meetings were attended by Group Chief Internal Auditor together with the relevant Audit Department Heads while the attendance of other Management staff is by invitation depending on the matters deliberated by the Group AC.

Group RMC

The Group RMC oversees the Senior Management's activities in managing credit, market, liquidity, operational, compliance, legal, IT/Cyber and other risks as well as to ensure that the risk strategy is sound and the risk management framework is in place and functioning effectively according to its purposes. It also actively promotes consistent culture of compliance, risk awareness and risk management within the Alliance Bank Group.

The Terms of Reference of Group RMC is available on Alliance Bank's corporate website at <u>www.alliancebank.com.my</u>.

The members of the Group RMC are as follows:

- 1. Lee Boon Huat Independent Non-Executive Director, Alliance Bank/Chairman (Re-designated as Chairman of Group RMC with effect from 1 January 2019)
- 2. Ho Hon Cheong Non-Independent Non-Executive Director, Alliance Bank
- 3. Tuan Haji Ibrahim Bin Hassan Independent Non-Executive Director, AIS
- 4. Mazidah Binti Abdul Malik Independent Non-Executive Director of the Bank
- 5. Thayaparan S. Sangarapillai Independent Non-Executive Director, Alliance Bank (Appointed as a member of Group RMC with effect from 1 January 2019)
- 6. Kuah Hun Liang Independent Non-Executive Director of the Bank and Alliance Bank/Chairman (Chairman/Member of Group RMC until 31 December 2018)

During FY2019, a total of 23 Group RMC meetings were held. 18 were regular meetings scheduled before the start of the financial year while 5 meetings were ad hoc meetings convened to consider exigency matters. The details of attendance of the Group RMC members are as follows:

No.	Group RMC Members	Attendance
1.	Lee Boon Huat (Chairman)	20/23
2.	Ho Hon Cheong	23/23
3.	Tuan Haji Ibrahim Bin Hassan	22/23
4.	Mazidah Binti Abdul Malik	23/23
5.	Thayaparan S. Sangarapillai	2/2
6.	Kuah Hun Liang	21/21

C. INTERNAL CONTROL FRAMEWORK

The Bank operates a holistic internal control framework, which is intended to safeguard the Bank's assets and our customers' information and deposits. To do so, the internal control framework operates on a system of checks and balances. Examples of such controls include:

- Board oversight over Management actions/decisions;
- Segregation of duties;
- Authorisation controls;
- Transactional limits;
- Portfolio/concentration limits;
- Verification/validation checks;
- Reconciliation checks;
- Physical security/access controls;
- Automated, system-based controls and password controls;
- Documentation controls.

The above are supplemented with policies, limits and procedures to govern the Bank's various products, services and activities. The Board and Senior Management are responsible for setting the 'tone at the top'; backed by staff training/orientation and ongoing supervision. Incident handling is reinforced through performance management and consequence management. The Board, relevant Board Committees and Management Committees periodically review and update the key policies and procedures in accordance with the operational and business needs of the Bank, changes in regulations and industry development.

The internal control framework is embedded within the Bank's three Lines of Defence.

Frontline Units – 1st Line of Defence

Business Units, aided by Business Support functions, including Business Risk and Credit Underwriting functions and Risk Control Officers form the 1st Line of Defence.

In addition to the departmental controls within the respective 1st Line business and support units, the Bank also conducts supervisory checks and independent reviews, to assess whether these controls are functioning effectively as intended. This framework is further augmented by independent audits carried out on the 1st Line and 2nd Line functions.

Risk Control Functions – 2nd Line of Defence

Group Risk Management, Group Compliance and Shariah Review Team form the 2nd Line of Defence.

Group Compliance has established the Compliance Risk Assessment and Review Framework which is a risk based approach and process to ensure compliance risk is proactively identified and managed. The framework identify, prioritise and assign accountability for managing current and potential compliance risks to which the bank may be expose to. Compliance testing plan is developed annually to ensure that controls over compliance related risks are tested and verified. Deficiencies identified from the review will be reported and appropriately followed up, to ensure corrective actions are put in place to strengthen the controls.

Internal Audit – 3rd Line of Defence

As the 3rd Line of defence, Group Internal Audit (GIA) performs regular independent reviews on the Bank's activities to evaluate and make recommendations to improve the effectiveness of governance, risk management and control processes. The reviews are conducted in accordance with the annual audit plan, which was developed based on the GIA's risk-based audit planning methodology and approved by the Group AC.

D. REMUNERATION

Non-Executive Directors

The objective of the Alliance Bank Group's Policy on Directors' remuneration is to attract and retain Directors needed to steer the Bank towards achieving its goals effectively. The determination of the Non-Executive Directors' remuneration is a matter for the Board as a whole. The level of remuneration of Non-Executive Directors is linked to their level of responsibilities.

All Non-Executive Directors are paid fixed annual director fees and sitting allowance for each Board or Board Committee meeting attended. In addition, Non-Executive Directors also receive other benefits including Directors & Officers Liability Insurance, provided that such Director has not acted negligently, fraudulently or dishonestly, or is in breach of his duty of trust.

For FY2019, Alliance Bank Group has engaged an independent consultant to carry out a review on the remuneration of the Non-Executive Directors to ensure that the Bank's remuneration for the Non-Executive Directors continues to be in line with the industry taking into consideration the complexities of the Bank's business and operation. The proposed increase in the remuneration of the Non-Executive Directors will be tabled to the shareholders of the Bank for approval at the forthcoming Annual General Meeting to be held on 25 July 2019.

The details of remuneration of each Director of the Bank received/receivable from the Bank in respect of FY2019 are disclosed on pages 79 and 80 of the Annual Audited Financial Statements.

Senior Management

The Group Compensation Policy governs the design and management of remuneration for employees in the Bank. The policy is reviewed and endorsed by the Group NRC and approved by the Board on a periodic basis and whenever material changes are required.

The remuneration strategy of the Bank is designed around the following principles:

- supports a performance culture that is based on merit, differentiates and rewards performance, both in the short and long term, and recognises the Bank's Core Values/Key Behaviours;
- enables the Bank to attract and retain employees and to motivate them to achieve the desired results;
- balances the mix of fixed and variable pay to appropriately reflect the value and responsibility of the role, and to influence appropriate behaviours and actions;
- consistent with, and promotes, effective risk management practices and the Bank's compliance and control culture;
- takes into account the long-term performance of the Bank, in order to create sustainable financial performance and value for the Bank and shareholders.

The Group Compensation Policy covers all employees, including Senior Management of the Alliance Bank Group. Employees covered by collective agreements or subject to labour union negotiations are bound by the terms and conditions of such agreements.

Fixed pay	Consists of base salary, and where applicable, cash allowance	Determined based on roles and responsibilities, individual experience and skill sets, the Bank's legal obligations and market competitiveness.
Variable rewards	Consists of Cash Bonus and Deferred Cash/ Share	 These are not guaranteed and subject to the Bank's results and performance of the work unit and individual employee. Align compensation with prudent risk-taking and incorporates adjustments to reflect: i. financial and non-financial measures of business performance; ii. the risks related to the business activities taking into account, where relevant, of the cost of the associated capital. Deferred Cash/Share are also used to achieve the following objectives: Retain top performers and critical staff; Provide market competitive total compensation; Align the interest of employees with long term sustainability.
Employee Benefits		Employee benefits are used to foster employees' sense of being valued and sense of well-being, delivering cost-effective programmes that are of value to employees.

The Bank's total compensation is made up of the following components:

The Bank bonus pool is determined based on the overall Bank performance and subject to adjustment after taking into consideration inputs from Audit, Risk and Compliance on both quantitative risk measures and qualitative risk outcomes. The final bonus pool is approved by the Board.

The Bank has identified Material Risk Takers comprising the Senior Management of the Bank and other officers whose responsibilities have a material impact on the Bank's performance and risk profile. Senior Management of the Bank is defined as the CEO and members of the Management Committee. The variable remuneration of Material Risk Takers and other highly remunerated employees is subject to deferral policy. The deferral serves to align remuneration payment schedules with the time horizon of risks and the potential for financial risks to crystallise over a longer period of time. Under the deferral policy, the variable remuneration is subject to progressive deferral rate up to 40% where deferral rate increases with the higher amount of variable remuneration.

The deferred portion or award will vest equally over a period of three years. The deferred awards, both unvested and vested portions, are subject to forfeiture and clawback in the event of a material restatement of the Bank or business unit's financials or significant deterioration in the Bank or business unit's financial health and/or the employee committed misconduct or resigned.

The Bank does not have Other Material Risk Takers who are not members of the Senior Management but have authority to commit the Bank significantly to risk exposure.

The following depicts the total value of remuneration awarded to the Senior Management of the Bank in respect of the FY2019. There were 7 members in the Senior Management of the Bank in FY2019.

Table 1: Remuneration	Awarded to Senior	Management in FY2019
-----------------------	-------------------	----------------------

Category	RM'000
Fixed Pay	5,942
Variable Pay – cash based	1,032
Deferred Variable Pay – cash based	210

Table 2: Breakdown of Deferred Remuneration

Category	Senior Management
Total amount of outstanding deferred remuneration	
• Cash (RM'000)	788
Shares (RM'000)	-
Total amount of deferred remuneration paid out during the	
financial year	
• Cash (RM'000)	335
Shares (RM'000)	-
Outstanding deferred remuneration (performance	
adjustments):	
 Of which exposed to ex-post adjustments 	100%
• Reductions in current year due to ex-post adjustments (explicit)	0
• Reductions in current year due to ex-post adjustments (implicit)	
	0
Outstanding retained remuneration (performance	
adjustments)	
 Of which exposed to ex-post adjustments 	0
• Reductions in current year due to ex-post adjustments (explicit)	0
• Reductions in current year due to ex-post adjustments (implicit)	
	0

Examples of explicit ex-post adjustments include malus, clawbacks or similar reversals or downward revaluations of awards.

Examples of implicit ex-post adjustments include fluctuations in the value of shares or performance units.

Table 3: Guaranteed Bonuses, Sign-on Awards and Severance Payment for FY2019

Category	Senior Management
Number of guaranteed bonuses	-
Number of sign-on awards	-
Number of severance payments	-
Total amounts of above payment made for the financial year (RM'000)	-

Performance Management

The Bank actively manages the performance of employees to ensure a robust link between remuneration outcomes and the achievement of the Bank's strategy. Formal assessments occur biannually, at the middle and end of the performance year respectively. Assessment outcomes directly influence an employee's remuneration.

Employee performance is assessed against both what an employee achieves and how he/she achieves it. Individual objectives represent "what" the employee is expected to achieve. For Senior Management, objectives are set within a balanced scorecard framework with the scorecard categories aligning to the Bank's strategy. Scorecard objectives are cascaded down and documented in each employee's Individual Performance Plan or Job Standard at the commencement of the performance year.

An employee's performance will be measured based on both financial and non-financial objectives taking into consideration risk, compliance and control outcomes. In addition to achieving their objectives, employees are also assessed on the Bank's core values/key behaviours.

To safeguard the independence and authority of employees engaged in Risk and Control functions, covering the functions of Compliance, Risk and Audit, the performance of employees in Risk and Control functions are assessed independently of the performance of any business areas they oversee. The performance metrics of these employees are based principally on the achievement of the objectives of their job functions, rather than on the financial performance of the Bank. The remuneration of these risk and control functions employees is positioned at a higher fixed pay component and reviewed annually.