

# BOARD AND SUB-COMMITTEES

	BOARD	AUDIT COMMITTEE
Who appoints members?	Minister of the Department of Agriculture, Forestry and Fisheries (DAFF)	The PPECB Board
Term and date appointed	<b>2013 – 2016</b>	<b>2013 – 2016</b>
	Appointed 01/09/2013 for three years	Appointed 01/09/2013 for three years
Composition	All non-executives and one ministerial representative	All non-executives
Charter – Board approved	Yes	Yes
Do members have to declare interests?	Yes (Board-approved policy exists)	Yes (Board-approved policy exists)
Key role as detailed in charters	<ul style="list-style-type: none"> <li>Define and ensure compliance with the Perishable Products Export Control Act (Act No. 9 of 1983) (PPEC Act) and the Public Finance Management Act (Act No. 1 of 1999) (PFMA) and National Treasury regulations</li> <li>Determine strategic direction</li> <li>Approve policies to achieve the objectives of the PPEC Act</li> <li>Annually approve the business plan, strategic plan and budget; and monitor the organisation's performance against these plans</li> <li>Establish and oversee the framework of risk management, delegation and systems of internal control</li> <li>Appoint, monitor and review the performance of the Chief Executive Officer (CEO)</li> </ul>	<ul style="list-style-type: none"> <li>Safeguard the assets of the PPECB</li> <li>Ensure the operation of adequate systems and internal control processes</li> <li>Examine and review financial statements and interim management reports</li> <li>Monitor the ethical conduct of the company, its executives and its senior officials</li> <li>Oversee the risk management plan of the PPECB</li> <li>Review the independence of the external auditor</li> <li>Make recommendations on the reappointment of the external auditor</li> <li>Monitor and supervise the performance of the internal auditors</li> <li>Act in accordance with the requirements set out in the PFMA and Treasury Regulations</li> </ul>
Members of the Board	Refer to page 15 for full disclosure	<b>2013 – 2016</b>
		A Rabe (Chairperson), C Engelbrecht, D Westcott
Number of meetings required to be held per charter	4	2
Number of meetings held	4	4
Did all members attend all meetings? (refer to page 15 for details of attendance)	No	No
Other permanent invitees	General Management Committee (GENCO)	Chief Executive Officer (CEO), Chief Finance Officer (CFO), General Manager (GM): Corporate Affairs, Auditor General representative, External Auditors and Internal Auditors (with unrestricted access to the Chairperson of the Committee)

HUMAN RESOURCES (HR) COMMITTEE	INFORMATION AND COMMUNICATIONS TECHNOLOGY (ICT) COMMITTEE	LABORATORY COMMITTEE
The PPECB Board	The PPECB Board	The PPECB Board
<b>2013 – 2016</b>	<b>2013 – 2016</b>	<b>2013 – 2016</b>
Appointed 01/09/2013 for three years	Appointed 01/09/2013 for three years	Appointed 01/09/2013 for three years
All non-executives	All non-executives	All non-executives
Yes	Yes	Yes
Yes (Board-approved policy exists)	Yes (Board-approved policy exists)	Yes (Board-approved policy exists)
<ul style="list-style-type: none"> <li>• Make recommendations to the Board on the philosophy and policies regarding remuneration practices</li> <li>• Make recommendations to the Board on human resources management policies</li> <li>• Report to the Board on staff development, capacity and organisational structure requirements</li> <li>• Monitor the implementation of employment equity targets and management's action plans to achieve these</li> <li>• Make recommendations to the Board on remuneration incentives, the annual salary review of the CEO, General Management and that of the staff</li> <li>• Make recommendations to the Board on the remuneration of the Board and sub-committees</li> <li>• Monitor compliance with relevant employment and labour legislation</li> </ul>	<ul style="list-style-type: none"> <li>• Make recommendations to the Board on the current and future technology direction for the PPECB</li> <li>• Review and assess the financial investment in technology to give effect to the future strategic direction for technology within the PPECB</li> <li>• Monitor the effectiveness of disaster recovery plans and disaster recovery testing</li> <li>• Monitor and ensure the PPECB's compliance with laws and regulations relating to its IT activities</li> <li>• Monitor the key technology risks and technology risk mitigation strategies, including the overall technology risk profile of the PPECB</li> <li>• Assess and advise on the emerging global technologies and trends, and their potential for application within the PPECB</li> </ul>	<ul style="list-style-type: none"> <li>• Oversee and advise the Board on PPECB Laboratory requirements as proposed by management, and to facilitate decision-making by the Board</li> <li>• Make recommendations to the Board on the current and future Laboratory services direction for the PPECB (e.g. commercial and statutory business)</li> <li>• Assess and advise on the emerging global technologies and trends, and their potential for application within the PPECB</li> </ul>
<b>2013 – 2016</b>	<b>2013 – 2016</b>	<b>2013 – 2016</b>
J Atwood-Palm (Chairperson), A Petersen, L Kutta	W Steenkamp (Chairperson), Dr M Mashaba, C Engelbrecht, A Petersen	E Scholtz (Chairperson), Dr M Mashaba, J Atwood-Palm, D Westcott
2	2	2
4	4	4
No	No	No
CEO, GM: Human Resources, GMs: Statutory Operations	CEO, GM: Information and Communications Technology	CEO, GM: Corporate Affairs, GM: Laboratory Services