

CAREPLUS GROUP BERHAD (896134-D)

TERMS OF REFERENCE OF THE NOMINATION COMMITTEE (Adopted on 22 November 2018)

1. Objectives

The principal objectives of the Nomination Committee (“Committee”) are as follows:-

- i. To recommend to the Board, suitable candidate(s) to be appointed as director(s) (either as an executive, non-executive or independent non-executive director);
- ii. To evaluate and consider, before making any recommendations, candidate(s) proposed by the existing Board members, senior management or major shareholder;
- iii. To evaluate and consider suitable candidate(s) to fill seats on Committee;
- iv. To assess annually the effectiveness of the Board and the Committees as a whole and the performance of the Directors of the Company; and
- v. To review and assess the independence of the Independent Directors of the Company.

2. Composition of members

The Board of Directors shall elect the Committee members from amongst themselves, comprised exclusively of non-executive directors, a majority of whom must be independent director.

3. Chairman

The Committee shall elect a Chairman from amongst its members and the elected Chairman of the Committee shall be approved by the Board of Directors.

In the event, the elected Chairman is not able to attend the Committee meeting, a member of the Committee shall be nominated as Chairman for the meeting.

4. Meetings of the Committee

i. Meetings

The Committee may meet together for the despatch of business, adjourn and otherwise regulate their meetings, at least once a year or more frequently as deemed necessary. In the event issues requiring the Committee’s decision arise between meetings, such issues shall be resolved through circular resolution. Such circular resolution in writing shall be valid and effectual if it is signed or approved by letter, facsimile or any electronic means by all members of the Committee.

For the Committee’s meetings (except in the case of an emergency), reasonable notice shall be given in writing to all the Members of the Committee.

CAREPLUS GROUP BERHAD (896134-D)

Terms of Reference of the Nomination Committee (Adopted on 22 November 2018) – cont'd

Other Board members and senior management may be invited to attend the Committee meetings.

ii. **Quorum**

A minimum of two (2) members shall form the quorum.

iii. **Secretary of the Committee**

The Company Secretary shall be the secretary of the Committee.

iv. **Minutes of the Committee Meeting**

Every meeting of the Committee must be recorded either by the Company Secretary or any other person approved by the Committee to take minutes and such minutes must be signed by the Chairman of the Meeting as evidence that the meeting was duly convened and held.

5. **Functions**

The functions of the Committee are as follows:

- i. To consider and recommend to the Board suitable candidates for appointment as Directors of the Company. The Committee shall nominate or appoint a gender diverse Board. In making a recommendation to the Board on the candidates for directorship, the Committee should consider the candidates:-
 - skills, knowledge, expertise and experience;
 - professionalism;
 - integrity; and
 - in the case of candidates for the position of independent non-executive directors, the committee should also evaluate the candidates' ability to discharge such responsibilities / functions as expected from independent non-executive directors.
- ii. To annually review, or as required, the correct mix of skills, business and professional experiences that should be added to the Board.
- iii. To identify core competence, skills and other qualities required by non-executive directors that are essential to contribute towards the effectiveness and balance of the Board.
- iv. To review and evaluate the contributions made by each member of the Board, including independent non-executive directors, as well as the chief executive officer in terms of his experience, knowledge, credibility and credentials, and assess their effectiveness and contribution in carrying out their obligations and duties as a Board member of the Company. All assessments and evaluations carried out by the Committee in the discharge of all its functions should be properly documented.

CAREPLUS GROUP BERHAD (896134-D)

Terms of Reference of the Nomination Committee (Adopted on 22 November 2018) – cont'd

- v. To examine the ability of each Director to contribute to the effective decision-making process of the Board and ensure that the Board of the Company is functioning actively, efficiently and effectively in all its decision making.
- vi. To consider and recommend measures to upgrade the effectiveness of the Board and committees of the Board.
- vii. To review annually, the term of office and performance of the Audit Committee and each of its members to determine whether such Audit Committee and each of its members have carried out their duties in accordance with their terms of reference.
- viii. To review and assess the independence of the Independent Directors of the Company.
- ix. To carry out such other functions or assignments as may be delegated by the Board from time to time.

6. REPORTING RESPONSIBILITIES

- i. The Committee Chairman shall report to the Board on its proceedings after each meeting on all matters within the scope of its duties and responsibilities.
- ii. The Committee shall make whatever recommendations to the Board it deems appropriate, on any area within its terms of reference and/or where action or improvement is needed.
- iii. The Committee shall report to the Board on its activities, based on its Terms of Reference.