#### Att. Head of Disclosure Division at EGX

Dear Sirs,

Kind greeting and thereafter ....

Please find attached a form of the audit committee members as per BOD's resolution No (1) on 2/6/2019 after the BOD had been reformed.

Kindly accept, Your Excellency, the assurance of our highest consideration & utmost esteem

Acc. Osama Fouad Mohamed

**IRO** 

On: 03/06/2019

## Form

# **Audit Committee Members**

### **Pre-Amendment**

Name	Capacity	Shares (%)	Address for Correspondences
Mr. Muhammad Gamal Muharram	Head of the committee	0.0006%	EC
Mr. Sameh Ahmed Khodair	Member		EC
Mr. Ahmed Ibrahim Mokhtar	Member		EC
Mr. Tarek Sharaf ED-din	Rapporteur		EC
Mr. Medhat Zayan Ahmed	Secretariat		EC
Mr. Khaled Niazy Mahmoud	Secretariat		EC

# **Post-Amendment**

Name	Capacity	Shares (%)	Address for Correspondences
Mr. Muhammad Gamal Muharram	Head of the Committee	0.0006%	EC
Mr. Waleed Muhammad Rashid	Committee Member		
Mr. Sameh Ahmed Khodair	Committee Member		EC
Mr. Muhammad Samir Abdelrazek	Committee Member		
Mr. Ahmed Ibrahim Mokhtar	Committee Member		EC
Mr. Tarek Sharaf ED-din	Rapporteur		EC
Mr. Medhat Zayan Ahmed	Secretariat		EC
Mr. Khaled Niazy Mahmoud	Secretariat		EC

The A/M members have been chosen according to BOD's resolution No (1) on 2/6/2019

(Attached are the duties assigned to the Auditing Committee based on the resolution No (1) issued by BOD on 2/6/2019).

#### **Audit Committee Duties**

- Check, review and measure adherence to the internal control procedures within the company.
- \* Examine the applied accounting policies and the changes resulting from applying new accounting standards.
- ❖ Check and review internal audit mechanisms & tools, and their procedures, plans and results. Review the internal audit reports, and follow up the execution of the recommendations included therein.
- Check procedures applied in preparing and reviewing the following:
- Quarter and annual financial statements.
- Subscription publications, public and private offerings.
- Budget (e.g. cash flow statement and expected income statement)
- ❖ Check initial financial statements prior to being submitted to the BODs as a preliminary step to be forwarded to the Auditor.
- Check auditor's report on the financial statement and discuss his comments and remarks. Follow up the actions taken in this regard. Make a close point of the disagreements between EC management and the auditor.
- ❖ Ensure that an independent expert files a report to the BOD about the transactions made by the relative parties. Consider the extent of their prejudice to or damage on EC interests or its shareholders.
- Ensure that EC management has responded to the recommendations of the auditor and the authority.
- ❖ Filing at least quarter reports directly to EC BOD.
- ❖ EC BOD is entitled to assign the auditing committee of any tasks may be deemed in favor of EC.

## **Undertaking**

I the undersigned, **Hany Aman Hussein Attia**, in my capacity as a legal representative of Eastern Company S.A.E, acknowledge that the A/M auditing committee members are experienced non-executive members at EC BOD.

All data presented by EC is true and prepared under EC's responsibility. I do abide by updating EGX with any amendments arise according to listing rules, executive procedures and their amendments.

### EC legal representative

Name:		. <b></b>	 				•			
Signatu	ıre:	. <b></b>	 							