



TERMS OF REFERENCE FINANCE AND GENERAL PURPOSES COMMITTEE

Affiliation

The Finance and General Purposes Committee shall:
It will be composed of at least five members from Dō University. The quorum for the Committee will be three.

The Committee will have the authority to invite other members it deems necessary to its meetings. This will normally include relevant senior management. They will not be members of the Committee, will not count toward the quorum, and will not have the right to vote.

Members of the Finance and General Purposes Committee shall not be eligible to serve on the Audit and Risk Committee.

Meetings and quorum

The Finance and General Purposes Committee shall meet at least once a quarter. Additional special meetings may be called when necessary, with the approval of the Chair. A quorum shall be three Committee members.

The Secretary of Dō University will act as Secretary of the Committee, assisted by the Governance Manager.

The Committee's annual calendar of activities is attached in Appendix 1. The calendar is intended to be flexible to meet the needs of the company.

Chairman of the Committee

The Committee Chair shall be appointed by the Corporation and shall be an independent member thereof. The Chair may not be elected.

In the absence of the Chairman, the Committee shall appoint one of its members to chair the meeting.

The Committee Chair will have the skills and experience necessary to understand the reports submitted and hold the Leadership Team accountable.

Terms of reference

The previous exercise

- a) Review the statutory accounts of Dō University and its subsidiary companies together with the Partners' Reports corresponding and make the recommendations that you consider appropriate to Dō University, taking into account the comments of the Audit and Risk Committee.

The current fiscal year

- b) Monitor the progress of the budget by reviewing management accounts and making observations and recommendations to the Corporate Body when necessary.

The annual budget and the three-year financial plan

- c) Consider the draft estimates of income and expenses of the Governing Body and its subsidiaries and the associated annual budgets for recommendation to the Governing Body.
- d) Consider any variation in the annual estimates of the Governing Body and its subsidiaries and make recommendations, as appropriate, to the Governing Body.
- e) Consider proposals for the annual review of staff salaries for recommendation to the Board of Directors.
- f) Provide guidance to Dō University on the financial implications of significant projects, developments or capital changes.
- g) Consider the level of debt required to support capital development and keep the situation under review.

General

- h) Receive quarterly information on the performance and activities of the subsidiary companies of Dō University.
- i) To know and advise Dō University on the solvency of the University Group and the safeguarding of its assets.

j) Consider and advise Dō University on the financial implications of any new business activities of the University Group or its subsidiary companies.

k) Review and make recommendations to Dō University on the Procedures

Group Financiers.

l) Advise Dō University generally on investments and loans and seek advice from outside sources when necessary.

m) Review financial benchmarking data, where available, for the foreign direct investment sector.

n) Receive reports on financial matters and review overall performance in financial matters and other matters not subject to the responsibilities of any other committee.

o) Consider any financial or general matter not within the jurisdiction of other committees of the Governing Body and make any necessary recommendations to the Governing Body.

p) Review biennially the functioning and effectiveness of the Committee, together with the Terms of Reference and the Business Plan of the Committee, and make recommendations some changes to the Governing Body.