# **CORPORATE GOVERNANCE REPORT**

AS AT 31ST DECEMBER 2021

#### **INTRODUCTION**

NASD PLC ("NASD" or "the Company") is committed to promoting high standards of corporate governance and ethical business practices (as guided by its Corporate Governance Manual), in accordance with the core principles of ethical culture, stewardship, independence, oversight of risk, accountability, transparency and continuous improvement. Other policies which further speak to our corporate governance approach include but are not limited to our Whistleblowing, Insider Dealing, Risk Management and Corporate Communications Policies. The business adopts standard accounting practices to facilitate transparency in the disclosure of information and to give assurance of the reliability of the financial statements.

Guided by our core values, we are also committed to high standards of integrity in all business dealings, applying the principles of transparency, accountability, and ethics to prevent corruption and bribery in all its forms.

In the conduct of our business, we seek to comply with all statutory requirements, and global best practices, whilst creating and enhancing sustainable value for our shareholders.

Understanding the importance of maintaining high corporate governance standards, and in compliance with the extant laws of Nigeria, an annual evaluation is conducted by an independent Board Evaluator (DCSL Corporate Services Limited) on the activities of the Company. The report from the evaluation process is submitted to the Board and subsequently presented to the shareholders of the Company at every Annual General Meeting.

# THE COMPANY'S APPROACH TO CORPORATE GOVERNANCE

The Board of Directors is fully devoted to ensuring that the Company meets best practice corporate governance principles and adheres to high ethical standards, and values. To this end, the Board has put in place relevant structures, policies and processes to ensure adherence to the Securities and Exchange Commission (SEC) Code of Corporate Governance for Public Companies (the "SEC Code of Corporate Governance"), the Nigerian Code of Corporate Governance (NCCG) issued by the Financial Reporting Council of Nigeria, relevant provisions of extant law–including the Investments and Securities Act 2007, the Companies and Allied Matters Act, 2020 and global best practices, to deliver sustainable value for the Company's shareholders, employees and other stakeholders.

The responsibilities of the Board are detailed in the Board Charter and also governed by the Company's Memorandum and Articles of Association. All Board Committees have Terms of Reference which inform their activities.

The Company's approach to corporate governance is guided by the following core principles:

# The Company's Ethical Culture

Trust, integrity and good governance are hallmarks of the Board's governance approach. In setting the tone at the top, the Board strives to nurture the strong corporate values that are well entrenched in the culture of NASD and reinforces the ethical principles on which NASD's reputation and success are founded. These values extend to every segment of the Company's operations and business activities.

## Independence

Independence from Management is fundamental to its role, and, in order to ensure that this independence continues to inform the Board's decision–making process, the Board has put effective mechanisms in place.

# **Oversight of Strategy**

The members of the Board are the key advisors to Management, overseeing strategic direction and the formulation of plans, considering both the opportunities and risks of NASD's businesses. In carrying out this oversight role, the Board actively engages in setting the long term strategic goals of the organisation, reviewing and approving business strategies, corporate financial objectives and financial and capital plans that are consistent with the strategic goals, and monitoring the Company's performance in executing strategies and meeting objectives.

## **Oversight of Risk**

A key priority of the Board is embedding a strong risk management culture throughout the organisation and overseeing the frameworks, policies and processes adopted to identify principal risks to the business and systems implemented to manage those risks. The Board actively monitors the organisation's risk profile relative to risk appetite and seeks to ensure that Management's plans and activities provide an appropriate balance of return for the risks assumed and are prudently focused on generating shareholder value and safeguarding the integrity of NASD.

## **Accountability and Transparency**

The Board defines the expectations and scope of duties of its Committees and Management and is be accountable to shareholders and other stakeholders. Transparency is fundamental to good governance, and the Board takes seriously NASD's commitment to constructive stakeholder engagement, clear and comprehensive disclosure and financial reporting and its role as a public interest entity.

## **Continuous Improvement**

The Board is committed to the continuous improvement of NASD's corporate governance principles, policies, and practices. To ensure that these policies and practices meet or exceed evolving best practices and regulatory expectations, NASD's corporate governance system is subject to on–going review by the Board Governance and General–Purpose Committee.

#### CORPORATE GOVERNANCE COMPLIANCE STATEMENT

During the year ended December 31, 2021, the Company complied with the provisions of the SEC Code of Corporate Governance and the NCCG. The Company applied the principles recommended in both Codes to its corporate governance structure and practices. The Board assures shareholders and stakeholders that an able internal audit function exists in the Company and that, similarly, the Company's risk management, control and compliance functions and mechanisms are operational

## **BOARD OF DIRECTORS**

The Board is accountable to shareholders for the overall direction and control of the Company. It is committed to high standards of governance designed to protect the interests of its shareholders and all other stakeholders while promoting the highest standards of integrity, transparency and accountability. The profiles of the Directors are contained in this Annual Report and can also be accessed via the Company's website: www.nasdng.com.

The Board is duly constituted to provide support for, and control of the activities of Management–led by the Managing Director/Chief Executive Officer. The Board is responsible for monitoring Management's implementation of the Company's strategic plans and initiatives for the long–term benefit of the Company and its shareholders.

# **Board Balance and Independence**

The Board is satisfied that it has the appropriate balance of skills, experience, independence and knowledge to enable it and its Committees discharge their duties and responsibilities effectively, as required by the SEC Code of Corporate Governance and NCCG.

The independence of the Board from Management is a notion that the Board takes seriously; to this end, the Board and all Board Committees are chaired by Non–Executive Directors, while the Board Audit Committee–responsible for the review of the adequacy of the audit functions and the adequacy of internal control systems—is chaired by a Shareholder

## Representative.

The non–executive Directors are independent from Management and are free from any constraints which may materially affect their ability to exercise independent judgement as Directors of the Company.

#### Information Flow and Access to Advisers

All Directors have access to the advice and services of the Company Secretary; in addition, the Board solicits external opinion and counsel as and when required. The Board has a good line of communication with Management and can request the presence of any senior Management staff to provide information when required at its meetings.

Comprehensive Board papers are circulated electronically and in print to the Directors before each meeting of the Board and Board Committees. The Board papers sufficiently detail and address matters on which Management will report and areas requiring approvals and decisions of the Board.

## **Board Structure and Composition**

The Board comprises 12 (twelve) Directors which include: 9 (nine) Non–Executive Directors, two (two) Executive Directors and 1 (one) Independent Director. As stipulated in the SEC Code of Corporate Governance and NCCG, the roles of Chairman and Managing Director/Chief Executive Officer are distinct and separate with a clear division of responsibilities.

The Chairman provides leadership to the Board whilst ensuring its effectiveness in discharging its supervisory duties. The Board delegates responsibility for the day to day management of the business to the Managing Director/Chief Executive Officer but retains responsibility for the overall strategy and direction of the Company. The Managing Director/Chief Executive Officer then delegates authority to the appropriate Senior Executives for specific activities and transactions.

The members of the Board of Directors as at 31st December 2021 are as follows:

S/N	Director	Designation	Date	Gender
	Mr Olutola Mobolurin	Chairman	5/4/2013	Male
	Mr. Bola Ajomale	Managing Director	5/4/2013	Male
	Mr. Chike Nwanze	Non-Executive Director	5/4/2013	Male
	Mr. Oladipo Aina	Non-Executive Director	5/4/2013	Male
	Mr. Ariyo Olushekun	Non-Executive Director	5/4/2013	Male
	Mr. Abubakar Lawal	Non-Executive Director	5/4/2013	Male
	Mr. Kayode Falowo	Non-Executive Director	5/4/2013	Male
	Ms. Obiageli Ugboma	Non-Executive Director	13/7/2016	Female
	Mr. Aigbovbioise Aig- Imoukhuede	Non-Executive Director	12/10/2016	Male
	Mr. Samuel Nwanze	Non-Executive Director	5/4/2013	Male
	Mr. Kyari Bukar	Independent Non–Executive Director	24/4/2020	Male
	Mr. Ayodeji Adigun	Non-Executive Director	26/1/2021	Male
	Mrs. Olayimikah Bolo	Non-Executive Director	25/3/2021	Female
	Mr. Eguarekhide Longe	Executive Director	9/12/2021	Male

# **Changes on the Board**

In the year ended 31 December 2021, the following changes took place on the Board:

Name	Designation	Change
Mr. Samuel Nwanze	Non-Executive Director	Resigned 13 January 2021
Mr. Ayodeji Adigun	Non-Executive Director	Appointed 8 March 2021
Ms. Obiageli Ugboma	Non-Executive Director	Resigned 18 March 2021
Mrs. Olayimikah Bolo	Non-Executive Director	Appointed 25 March 2021
Mr. Ayodeji Adigun	Non-Executive Director	Resigned 3 August 2021
Mr. Eguarekhide Longe	Executive Director	Appointed 12 December 2021

#### Re-Election of Directors

In accordance with Section 285(1) of the Companies and Allied Matters Act, 2020 the Directors to retire at the Annual General Meeting are:

Mr. Kayode Falowo

Mr. Ariyo Olushekun

Mr Abubakar Lawal

The retiring Directors, being eligible, offer themselves for re–election. Their profiles are contained on pages 42 - 48 of this Annual Report.

# **Board Appointments, Induction and Training**

All Directors are appointed on the basis of certain core competencies as outlined in the Company's 'Selection and Appointment of Directors Policy' and in line with best corporate governance practice.

The Governance and General–Purpose Committee has overall responsibility for the appointment process subject to approval by the Board. The fundamental principles of the process include evaluation of the balance of skills, knowledge and experience on the Board, leadership needs of the Company and ability of the candidate to fulfil his/her duties and obligations as a Director.

The Company has in place a 'Board Induction Policy' which ensures that newly appointed Directors have a broad understanding of their role, the Board's culture and operations and that they receive adequate information and support to discharge their functions effectively.

The Company is committed to ensuring that Directors attend trainings to continually update their skills and knowledge of the Company's business, relevant operating environment, and overall economic landscape to assist them in effectively discharge their duties.

# **Board Meetings**

The Board of Directors met seven (7) times in the 2021 financial year. In compliance with Section 284 (2) of the Companies and Allied Matters Act 2020 the record of Directors' attendance at Board Meetings is set out below:

DIRECTOR		MEETING DATES						
	26/01/21	18/03/21	27/04/21	26/07/21	26/10/21	04/11/21	09/12/21	%
Mr Olutola Mobolurin	$\checkmark$	$\checkmark$	$\checkmark$	$\checkmark$	$\checkmark$	$\checkmark$	$\checkmark$	100%
Mr. Chike Nwanze	$\checkmark$	$\checkmark$	$\checkmark$	$\checkmark$	$\checkmark$	$\checkmark$	$\checkmark$	100%
Mr. Oladipo Aina	$\checkmark$	$\checkmark$	$\checkmark$	$\checkmark$	$\checkmark$	$\checkmark$	$\checkmark$	100%
Mr. Ariyo Olushekun	$\checkmark$	$\checkmark$	$\checkmark$	$\checkmark$	$\checkmark$	$\checkmark$	х	85%
Mr. Abubakar Lawal	$\checkmark$	$\checkmark$	x	$\checkmark$	$\checkmark$	x	$\checkmark$	71%
Mr. Kayode Falowo	$\checkmark$	$\checkmark$	x	$\checkmark$	x	x	х	43%
Mr. Aigbovbioise Aig- Imoukhuede	$\checkmark$	$\checkmark$	$\checkmark$	$\checkmark$	$\checkmark$	<b>V</b>	x	85%
Mr. Kyari Bukar	$\checkmark$	$\checkmark$	$\checkmark$	$\checkmark$	$\checkmark$	$\checkmark$	х	85%
Mr. Ayodeji Adigun	NYA	NYA	$\checkmark$	$\checkmark$	R	R	R	100%
Mrs. Olayimikah Bolo	NYA	NYA	$\checkmark$	$\checkmark$	$\checkmark$	$\checkmark$	$\checkmark$	100%
Mr. Bola Ajomale	$\checkmark$	$\checkmark$	$\checkmark$	$\checkmark$	$\checkmark$	$\checkmark$	$\checkmark$	100%
Mr. Eguarekhide Longe	NYA	NYA	NYA	NYA	NYA	NYA	$\checkmark$	100%
Ms. Obiageli Ugboma	$\checkmark$	$\checkmark$	R	R	R	R	R	100%
Mr. Samuel Nwanze	$\checkmark$	R	R	R	R	R	R	100%

Attendance Keys:

NYA-Not Yet Appointed

**R**-Resigned

# **Board Performance and Evaluation**

As required by the SEC Code of Corporate Governance and the Nigerian Code of Corporate Governance, DCSL Corporate Services Limited was engaged to conduct the 2021 Board Evaluation of NASD PLC. The firm engaged with relevant personnel and examined relevant documentation for year 2021. They also conducted interviews with the Board Chairman and Chairman of the Board Committees and administered questionnaires.

## **BOARD COMMITTEES**

The Board carries out its oversight function through its committees each of which has Terms of Reference that clearly defines its purpose, composition and structure, frequency of meetings, duties, tenure, and reporting lines to the Board. In line with best practice, the Chairman of the Board does not sit on any of the committees. The Committees report to the Board and provide recommendations to the Board on matters reserved for Board approval.

During the period under review, the Board of Directors worked through seven (7) committees.

# **Audit and Risk Committee**

The Audit and Risk Committee assists the Board in fulfilling its corporate governance and oversight responsibilities relating to the integrity of NASD's financial reporting and the effectiveness of the Company's management framework.

The Audit and Risk Committee met four (4) times in the 2021 financial year and the following members served on the Committee during this period:

DIRECTOR	MEETING DATES						
	21/01/21	13/04/21	22/7/21	18/10/21	%		
Mr. Abubakar Lawal	$\overline{\checkmark}$	$\overline{\checkmark}$	V	$\overline{\checkmark}$	100%		
Mr. Kyari Bukar	$\overline{\checkmark}$	$\overline{\checkmark}$	$\checkmark$	$\overline{\checkmark}$	100%		
Mrs. Olayimikah Bolo	NYA	NYA	$\overline{\checkmark}$	$\overline{\checkmark}$	100%		
Mr. Aigbovbioise Aig-Imoukhuede	$\overline{\checkmark}$	$\overline{\checkmark}$	$\checkmark$	$\overline{\checkmark}$	100%		
Mr. Ayodeji Adigun	NYA	NYA	$\overline{\checkmark}$	R	100%		
Mr. Samuel Nwanze	$\checkmark$	R	R	R	100%		
Ms. Obiageli Ugboma	$\checkmark$	R	R	R	100%		

#### Keys

**NYA-**Not Yet Appointed

R -Resigned

# **Governance and General Purpose Committee**

The Committee assists the Board to discharge its responsibilities as regards corporate governance strategy and organisational structure. The Committee is responsible for compliance with and review of the Company's corporate governance policies and practices, the review and setting of the Charter and Terms of Reference for the Board and Board Committees, and ensuring that the Company's policies, including the remuneration policy, support the successful identification, recruitment, development and retention of directors, senior executives and managers.

The Committee is equally responsible for the development of recruitment policies, training, promotion and all other Human Capital Management issues. The relevant members of the management team in attendance at the Committee's meetings include the Head of Legal and the Head of Human Resources.

The Committee met six (6) times during the year and the following members served on the Committee during this period:

DIRECTOR	DIRECTOR MEETING DATES						
	21/01/21	23/03/21	07/04/21	16/07/21	11/10/21	12/11/21	%
Mr. Chike Nwanze	$\checkmark$	V	V	V	V	$\checkmark$	100%
Mr. Oladipo Aina	V	V	V	V	V	$\checkmark$	100%
Mr. Ariyo Olushekun	$\checkmark$	$\checkmark$	V	V	V	$\checkmark$	100%
Mr. Kayode Falowo	х	х	х	$\checkmark$	x	$\checkmark$	25%
Mr. Abubakar Lawal	$\checkmark$	$\checkmark$	$\overline{\checkmark}$	V	$\overline{\checkmark}$	$\checkmark$	100%
Ms. Obiageli Ugboma	$\checkmark$	R	R	R	R	R	100%

Attendance Keys

 ${\bf R}$ -Resigned

#### **Finance and Investment Committee**

The Finance and Investment Committee assists the Board in its oversight responsibilities over the Company's financial and investment strategy. The Committee ensures that clear policies are in place for treasury management, investment management, risk management and other financial processes and that these policies are periodically reviewed. The Head of Finance and Accounts sits in attendance at the Committee's meetings to provide answers to questions that may arise in the course of the meeting.

The Finance and Investment Committee met five (5) times in 2021 and the following members served on the Committee during this period:

DIRECTOR		MEETING	DATES			
	13/01/21	08/04/21	08/07/21	07/10/21	3/12/21	%
Mr. Ariyo Olushekun	V	$\overline{\checkmark}$	$\checkmark$	$\checkmark$	$\checkmark$	100%
Mr. Bola Ajomale	V	$\overline{\checkmark}$	$\checkmark$	$\checkmark$	$\checkmark$	100%
Mr. Abubakar Lawal	V	$\overline{\checkmark}$	$\checkmark$	$\checkmark$	$\checkmark$	100%
Mr. Ayodeji Adigun	NYA	NYA	$\checkmark$	R	R	100%
Mr. Samuel Nwanze	$\checkmark$	х	R	R	R	100%

Attendance Keys:

NYA-Not Yet Appointment

R-Resigned

## **Technical Committee**

The Technical Committee assists the Board in its responsibility to choose and maintain a reliable trading platform, assess the viability and integrity of the trading network, product development and improving IT governance and strategy. The Head of IT and Operations reports to the Technical Committee.

The Technical Committee met five (5) times in the 2021 financial year and the following members served on the Committee during this period:

DIRECTOR	MEETING DATES						
	18/01/21	15/04/21	07/07/21	22/07/21	6/10/21	%	
Mr. Ariyo Olushekun	$\checkmark$	$\checkmark$	$\checkmark$	$\checkmark$	$\checkmark$	100%	
Mr. Kayode Falowo	х	$\checkmark$	$\checkmark$	$\checkmark$	$\checkmark$	80%	
Mrs. Olayimikah Bolo	NYA	NYA	$\checkmark$	$\checkmark$	$\checkmark$	100%	
Mr. Kyari Bukar	$\checkmark$	$\checkmark$	$\checkmark$	$\checkmark$	$\checkmark$	100%	
Mr. Aigbovbioise Aig-Imoukhuede	$\checkmark$	x	$\checkmark$	$\checkmark$	$\checkmark$	80%	
Mr. Bola Ajomale	$\checkmark$	$\checkmark$	$\checkmark$	$\checkmark$	$\checkmark$	100%	
Ms. Obiageli Ugboma**	$\checkmark$	R	R	R	R	100%	

Attendance Keys:

NYA-Not Yet Appointed

 $\mathbf{R}$ -Resigned

## STATUTORY AUDIT COMMITTEE

The Statutory Audit Committee was established in accordance with Section 404 (2) of the Companies and Allied Matters Act 2020. The Committee consists of five (5) members comprising 2 Non–Executive Directors and three (3) representatives of the shareholders.

The Committee meets to review the adequacy of the internal and external audit plan, receive and deliberate on the report of the external auditors, review the adequacy of internal control systems and the degree of business compliance with laid down internal policies, laws, codes of business principles and any other relevant regulatory framework.

The Statutory Audit Committee met five (5) times in 2021 and the following members served on the Committee during this period:

DIRECTOR	MEETING DATES					
	14/01/21	15/02/21	12/04/21	13/07/21	15/10/19	%
Mr. Kashimu Garba Kurfi (Representing APT Securities and Funds Limited)	x					80%
Mr. Nornah Awoh (Representing Palesa Capital Associates Limited)	$\overline{\checkmark}$	$\checkmark$	$\overline{\checkmark}$	$\overline{\checkmark}$	$\checkmark$	100%
Mrs. Fiona Ahimie (Representing FBNQuest Securities Limited)	$\checkmark$	V	$\checkmark$	$\checkmark$	$\checkmark$	100%

### **Rules and Membership Committee**

The Rules and Membership Committee is responsible for reviewing the Rules of the NASD OTC Securities Exchange, applications for membership and participation on the Market and admitting new companies.

The Committee oversees, monitors and ensures the effectiveness and independence of the Company's regulatory program including trade practice and market surveillance and other regulatory responsibilities with respect to Participating Institutions registered with NASD. The Head of Legal and Compliance reports to this Committee.

The Rules and Membership Committee met four (4) times in 2021 financial year and the following members served on the Committee during this period:

DIRECTOR	MEETING DATES					
	23/01/21	19/04/21	19/07/21	20/10/21	%	
Mr. Kayode Falowo	V	$\checkmark$	х	$\checkmark$	75%	
Mr. Oladipo Aina	V	$\checkmark$	$\checkmark$	$\checkmark$	100%	
Mr. Bola Ajomale	V	$\checkmark$	$\checkmark$	$\checkmark$	100%	
Mr. Chike Nwanze	$\overline{\checkmark}$	$\checkmark$	$\checkmark$	$\checkmark$	100%	

# **Market Development Committee**

The Market Development Committee assists the Board in fulfilling its responsibility relating to market awareness, business

development, client retention and recommend policies that will encourage trading activities on NASD.

The Committee meets on an adhoc basis as the need arises and met two (2) times. The members of the Committee met twice in year 2021.

DIRECTOR		MEETING DATES	
	17/02/21	11/03/21	%
Mr. Oladipo Aina	$\checkmark$	$\checkmark$	100%
Mr. Kyari Bukar	$\checkmark$	$\checkmark$	100%
Mr. Abubakar Lawal	$\checkmark$	$\checkmark$	100%
Mr. Bola Ajomale	$\checkmark$	$\checkmark$	100%
Ms. Oby Ugboma		R	100%

# Attendance Keys

R-Resigned

# **Disciplinary Committee**

The Disciplinary Committee was set up to investigate violations of the Rules and Regulations of NASD OTC Securities Exchange and adjudicate all disputes between Participating Institutions and their customers. The Committee meets on an ad hoc basis as the need arises and met one (1) time.

The members of the Committee met once as at 31 December 2021:

DIRECTOR	MEETIN	G DATES
	8/02/21	%
Mr. Chike Nwanze	$\checkmark$	100%
Mr. Oladipo Aina	$\checkmark$	100%
Mr. Kyari Bukar	$\checkmark$	100%
Mr. Aigbovbioise Aig-Imoukhuede	$\checkmark$	100%

# **CODE OF PROFESSIONAL CONDUCT**

NASD PLC has a documented Code of Professional Conduct approved by the Board sets out basic principles to guide all employees, Directors and business partners of NASD and sets the standard of professionalism and degree of integrity required for business operations. The Code covers a wide range of business practices and procedures including; compliance with the law, conflicts of interest, public activities, environmental management, diversity in the workplace, accuracy and reliability of financial reporting, related party transactions and procedure for handling breaches and instances of non–compliance.

## **INVESTOR RELATIONS AND SHAREHOLDERS COMMUNICATION**

The Board understands the importance of effective communication and continuous engagement with shareholders. The Company provides is shareholders with quarterly reports of its performance and also publishes its full year results in the Annual Reports. NASD also has a vibrant and dynamic website where important information is provided on a timely basis. There is also a dedicated information desk where email enquiries are responded to within 24 hours.

The Annual General Meeting also gives the shareholders an opportunity to communicate and interact with members of the Board.

## **CONFLICT OF INTEREST**

The Board has approved a Conflict of Interest Policy, which outlines guidelines and procedures in connection with the identification, disclosure and management of any real, potential or perceived conflicts of interest as it relates to NASD. In addition, all new and existing Directors are required to annually disclose their memberships on other Boards and any real or potential conflict of interest situations which they are aware of.

## WHISTLEBLOWING POLICY

NASD PLC in its capacity as a self—regulatory organisation, is committed to the preservation of the integrity of the Nigerian financial markets. In line with this commitment, the Company has established a Whistle Blowing Policy which provides a secure channel of communication for all employees and stakeholders (members, regulators, investors, industry professionals, issuers and the general public) to report issues of a sensitive nature or wrongdoing to the Board and Management of NASD while maintaining the confidentiality of the whistle—blower. The Company has a dedicated phone number and email address through which such complaints can be received.