



## **Board Performance Review Policy**

### **Purpose and Scope**

The purpose of this policy is to ensure that the board has the ability to review their performance and to understand what is required by a board of directors to improve the standard being achieved.

### **Responsibilities**

The Company secretary shall ensure that the board review process is conducted at least once per year and when completed, the results shall be included on the board calendar as an item for discussion at the next scheduled board meeting.

### **Policy Details**

Prior to the December board meeting, each director shall be issued with a questionnaire entitled 'Board Performance Evaluation Tool'. This document has a sequence of questions relating to the behaviours of the board and board process. Individually, each board member shall complete the questionnaire then return it to the Company secretary for collation purposes.

An item for discussion at the December board meeting will relate to the results of the questionnaire. Each item on the questionnaire and its overall rating by board members, shall be reviewed. Those items on the questionnaire that scored below average shall be reviewed by the board with a view to implementing a process to improve the standard before the next review process is due.

Approved by the board of Burdekin Productivity Services Ltd. on 18<sup>th</sup> October, 2016.

Signed: ..... CJ Hesp (Board Chairman)

Authorised: BOD © Burdekin Productivity Services	Document Number	Issue: 1    Rev: 1	Date issued: May 2015 Review Date: May 2016
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