

## ACTION ITEMS

ACTION ITEM	RESPONSIBILITY	COMPLETION DATE	STATUS	UPDATE
<p><b>1 Constitutional Review</b> The Board Chairman reported that the constitutional review was still work in progress, acknowledging that it was taking rather longer than anticipated.</p>	Board	By next AGM	On-Going	Scheduled to be adopted in the 20/21 Annual General Meeting on May 28, 2022.
<p><b>2 Registration of Other Sectors:</b> Management is awaiting the Ministry of Trade and Investment's response regarding registration of other sectors.</p>	Management		On-Going	A lot of delays going to a period of about four years were experienced in receiving the tariffs but in this reporting period the company started registration of other sectors.
<p><b>3 Limitations of the System of Providing Royalty Statements</b> It was reported that though the monitoring system is in place, it is under observation to determine whether it is effective in giving out the desired and expected results, i.e. automated comprehensive royalty statements.</p>	Management		On-Going	<p>comprehensive automated royalty statements will only be realized upon the completion of the following exercises:</p> <ul style="list-style-type: none"> <li>• The Monitoring System which has been identified and installed</li> <li>• The Distribution System which is being developed</li> <li>• Renotification and documentation of works is also required to show accuracy in the rightsholders splits.</li> </ul> <p>In the meantime payment vouchers will be provided to those who inquire as an intervention.</p>

<p><b>4 Funeral Scheme for Members</b></p> <p>There was a need to closely look into the operations of this scheme which is being administered under the Social and Cultural Fund.</p>	<p>Board</p>		<p>Completed-Agreed</p>	<p>Setting of the SCF has been completed by the Board of Directors. The Management did some research regarding funeral scheme, and it was realized that companies in the funeral Parlour industry have high premiums.</p> <p>The Board then resolved to administer the funeral scheme in house at the threshold of P10 000 (Ten Thousand Pula) per member.</p> <p>The Board of Directors is currently reviewing the threshold with the intention of an increment to P20 000 (Twenty Thousand Pula). An initiative for an in-house medical scheme is also being considered and members will be notified at the completion stage.</p>
---	--------------	--	-------------------------	---