



Committee	Scope of work	Members
Credit Committee	The Credit Committee of the Bank is the primarily competent body of the bank, given with competences to approve loans facilities, as they are established by the law and by the incorporation deeds of the bank.	CEO Chairman Head of Risk Management & Permanent Control Division Member Head of Credit Risk Assessment Sector Member & Secretary of the Committee Head of Legal Division Member Head of Lending Division Member Advisor to CEO Member Head of Retail Unit Member for Retail cases only
Sensitive Affair and Provisioning Committee	Monitors sensitive operations of the Bank validates on monthly and/or quarterly basis the cost of risk regarding i) National Accounting Standards and Bank of Albania regulations and ii) IFRS	CEO Chairman Head of Risk Management & Permanent Control Division Member Chief Financial Officer Member Head of Lending Division Member Head of Legal Division Member Advisor to CEO Member
ALCO	Assets and Liabilities Committee ("ALCO") is responsible to approve the policies and procedures for the management of liquidity, forex position and interest rate risks, prior to the final approval from BoD. It is also responsible to review and monitor assets and liabilities in terms of structure, maturity and concentration, ensuring proper evaluation of pricing of security investments, loans and deposits	CEO Chairman Chief Financial Officer Alternate Chairman Head of Treasury Sector Member & Secretary of the Committee Head of Risk Management & Permanent Control Division Member Advisor to CEO Member
Internal Control Committee	The Internal Control Committee is the body that: - monitors the internal control mechanisms; - coordinates the control functions, i.e. the Permanent Control, Compliance, Legal, Financial Control, Information Security, thus the internal control system.	CEO Chairman Head of Risk Management & Permanent Control Division Member Head of Legal Division Member Head of Compliance Sector Member Chief Financial Officer Member Information Security Officer Member Head of Lending Division Member Head of Retail Unit Member Head of Banking Operations Division Member Head of Internal Audit Division & CEOs Advisor as permanent invitees
Security Committee	Summarized scope of work The committee covers two main areas: A. Information Security B. Physical Security This committee will be responsible to: - Oversee the adequacy of the relevant internal regulatory framework on the areas A. and B. - Periodic updates on control activities and coordination work conducted by the functions in charge to run areas A. and B. (Namely: Information Security Officer and Head of Physical Security Department). - Treatment of any projects pertaining to areas A. and B. as well as oversight of relationship management with any third parties assisting the Bank in areas A. and B. - Oversight of the application of safety policies within the Bank.	CEO Chairman Advisor to CEO Member Head of Risk Management & Permanent Control Division Member Head of Compliance Sector Member Information Security Officer Member & Secretary of the Committee Head of Physical Security Member & Secretary of the Committee Note: Head of Internal Audit Division as Permanent invitee Head of Business Line involved with a specific project to become committee member with ad-hoc voting rights in this committee, any time the committee decides on a relevant project for which the specific Head of Business Line is responsible to launch and implement or specific matters, as deemed necessary.
Information Technology Committee	The Committee seeks to ensure not only a healthy corporate governance, but also to ensure necessary formalization of the responsibilities of the business lines as well as IT in implementing projects. The Committee is deemed as the highest executing body of IT Governance requirements. Main responsibilities to include: • Close collaboration IT and Business Lines in implementation of projects and activities • Approval and monitoring of budgets (i.e. annual and 3 year) • Methodology for project management, from launch (including preparation of the necessary documents such as Kick off memo etc., project approval, follow up and sign-off.	CEO Chairman Advisor to CEO Member Chief Information Officer Member Head of IT Division Member & Secretary of the Committee Information Security Officer Member Head of Business Line involved with a specific project to become committee member with ad-hoc voting rights in this committee, any time the committee decides on a relevant project for which the specific Head of Business Line is responsible to launch and implement or specific matters, as deemed necessary.
Committee on New Products and Activities (NAP)	This formal committee enables for involved actors that may work in parallel and jointly over the design and implementation of new products and services, to get formally together to align over the design and implementation of new products and services. The Comprehensive involvement of the necessary actors ensures also proper mitigation of any risks involved. The business case should be approved in NAP Committee. Pricing to be approved in ALCO. Technical implementation of the new products and services to be handled by NAP Committee.	CEO Chairman Advisor to CEO Member Head of Marketing Division Member & Secretary of the Committee Chief Financial Officer Member Head of Risk Management & Permanent Control Division Member Head of Compliance Sector Member Chief Information Officer Leader of the Committee Head of Legal Division Member
HR Committee	The Human Resources Committee is the official decision body of the bank. It enforces and ensures in compliance implementation of Human Resources Policies and Procedures, corporate culture and transparency of decision-making process with main focus the professional and personal development of the employee within our bank.	CEO Chairman Head of Human Resources Division Member & Secretary of the Committee Head of Legal Division Member (in case of issues regarding the whole Bank staff) Head of Business Line involved with a specific project to become committee member with ad-hoc voting rights in this committee, any time the committee decides on a relevant project for which the specific Head of Business Line is responsible to launch and implement or specific matters, as deemed necessary.