



STATEWIDE GROUP TRAINING (SA) INC

CEO SUCCESSION POLICY

PURPOSE:

This policy statement outlines the commitment of Statewide Group Training (SA) Inc (SGT) to ensure that the organisation continues to operate within legislative obligations.

SCOPE:

This policy applies to:

- Board Members
- Senior Management

POLICY:

In the event of unplanned absences from duties by the Chief Executive Officer (CEO) the following will occur.

Short Term Absence

The Management Group are to assume immediate control of the Company. The Management team continues as Acting CEO until the Board can meet to discuss ongoing arrangements.

Medium Term

An existing Manager will, with the Board/Chairman approval, manage the operations of the company.

Long Term Absence

The Board will advertise the position to be filled under for a short-term appointment/contract.

Departure

The Board will advertise and recruit a new CEO.

- Regardless of which of the above absences occur the Board Chairman is to be notified within 24 hours of the following.
- Reason for the absence of the CEO (as known)
- Anticipated length of absence
- State of Company on the day
- Risk Assessment
- Ongoing Management arrangement including consequential higher duties arrangements

An Extra-Ordinary Board Meeting will be called to discuss the situation and process.

- Determine Action
- Chairman to oversight the recruitment process which will have an anticipated 56-day maximum period.

APPROVED: KYM ANDERSON

DESIGNATION: CHIEF EXECUTIVE OFFICER

APPROVAL
SIGNATURE:

DATE: 27TH MARCH 2023