

APPOINTED MENTOR FUNCTIONS AND RESPONSIBILITIES

1. The Appointed Mentor shall comply with the provisions of the Mentorship Agreement entered into with the Eligible Company or the SME Company (as the case may be) in accordance with TTSE Rule 703;
2. The Appointed Mentor shall upon becoming aware inform the Eligible Company or SME Company (as the case may be) and the TTSE if he or she is unable or likely to be unable to comply with any of the provisions of the executed Mentorship Agreement;
3. With respect to (2), the notification shall be made no later than five (5) business days in accordance with the prescribed reporting requirements of the TTSE;
4. In carrying out his or her functions and responsibilities under TTSE Rule 701 and this document, the Appointed Mentor shall, at all times:
 - (i) act honestly and in good faith and in the best interests of the Eligible Company or the SME Company (as the case may be) and its participating voting shareholders and any holders of its other securities as a whole notwithstanding having other interests or obligations to another Entity;
 - (ii) act with due skill and a duty of care, having regard to: the relevant skills, knowledge, and expertise he or she possesses; and the general level of skills, knowledge and expertise reasonably required of a person performing the functions and responsibilities of an Appointed Mentor;
 - (iii) prepare an annual appraisal report which shall be submitted to the SME Company and contain at a minimum the following information:
 - a. significant accomplishments or contributions in the undertaking of his or her mentorship duties within the last year;
 - b. description of any professional development activities undertaken since the last year, including but not limited to seminars, training, management coaching or mentoring;
 - c. challenges experienced within the last year specific to the role of being an Appointed Mentor; and
 - d. areas which require improvement in terms of professional capabilities and the steps required to be taken and/or the resources needed to accomplish this;

5. at the request of the TTSE, provide evidence of the individual's capacity to perform as a Mentor to the particular Eligible Company or SME Company (as the case may be);
6. respond promptly, and in any event within five (5) business days to enquiries which the TTSE may reasonably make for the purposes of verifying compliance by the Eligible Company or SME Company (as the case may be) with the SME Mentorship Rules, the Stock Exchange Rules and the SME Market Rules;
7. deal at all times with the TTSE in an open and co-operative way, and for this purpose, the Appointed Mentor shall disclose to the TTSE in a timely manner any material information relating to it, or to the Eligible Company or the SME Company (as the case may be), concerning non-compliance with the SME Mentorship, Stock Exchange Rules and SME Market Rules; and
8. not delegate the performance of the functions and responsibilities set out in this SME Mentorship Rules without the prior consent of the TTSE in writing. Such consent shall not be unreasonably withheld, provided always that the Approved Mentor shall retain primary responsibility to the TTSE and the SME Company for the acts and omissions of the person to whom he has delegated his functions and responsibilities.