



## INTERSEA

### LETTER OF APPOINTMENT

**DATED: 01<sup>ST</sup> OCTOBER 2024**

To

Mr. Mohamed Shadaan Saipillai  
O. no. 126 N no. 110-C, Greams Road,  
Thousand Lights,  
Chennai – 600006

#### **APPOINTMENT AS NON-EXECUTIVE DIRECTOR**

I am pleased to confirm that the Shareholders of the company and board of the Company, on the recommendation of its Nomination and Remuneration Committee, has appointed you as **Independent, Non-Executive Director**. I am writing to set out the terms of the appointment. Please note that this is a contract for services and is not a contract of employment.

#### **Role of the Board**

In the normal course of events, day to day management of the company is left to management. All directors are expected to take decisions objectively in the interests of the Company. The board as a whole is collectively responsible for the success of the Company. All directors, whether non-executive or executive, have the same general legal responsibilities:

- Ensuring that the Company's goals are clearly established, and that strategies are in place for achieving them;
- Establishing policies for strengthening the performance of the Company including ensuring that management is proactively seeking to build the business through innovation, initiative, technology, new products and the development of its business capital;
- Monitoring the performance of management;
- Ensuring that the Company's financial statements are true and fair and otherwise conform with law;
- Ensuring that the Company adheres to high standards of ethics and corporate behaviour; and
- Ensuring that the Company has appropriate risk management/regulatory compliance policies in place.

#### **Remuneration**

The directors may be paid all travelling, hotel and other expenses properly incurred by them  
(a) in attending and returning from meetings of the Board of Directors or any committee thereof or general meetings of the company; or  
(b) in connection with the business of the company.

#### **Board and Individual Director Evaluation Processes**

The performances of the board as a whole, its committees and individual directors are evaluated annually. If, in the meantime, there are any matters which cause you concern about your role you should discuss them with the Managing Director as soon as appropriate.

#### **Outside Interests Including Directorships**

Please ensure that your interests as a shareholder, director, officer or trustee of other companies or entities to be entered in the Company's interests register. The interests register is tabled at each director's meeting. Any director is, while holding office, at liberty to accept other board appointments so long as the appointment is not in conflict with the Company's business and does not materially interfere with their performance as a director of the Company. All other appointments must first be discussed with the Managing Director before being accepted.

## **INTERSEA MARITIME LIMITED**

**(formerly East Coast Terminal Operations And Port Services Limited)**

Buhari Towers, 6th Floor, No. 4, Moores Road, Chennai, India 600 006. Email: info@intersea.in  
Website : www.intersea.in CIN: U63012TN1998PLC040506





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**Confidentiality**

All information acquired during your appointment is confidential to the Company and should not be disclosed either during your appointment or following termination to third parties except as permitted by law and with prior clearance from the Managing Director.

We look forward to your association with us.

Yours sincerely

**For INTERSEA MARITIME LIMITED**

**ABDUL QADIR  
MANAGING DIRECTOR**



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