

## Purpose

This policy outlines the objectives, responsibilities, and commitments which govern the Protech Group (Protech) in relation to its financial and treasury functions. Including management activities and directions as set by the executive team and Managing Director.

## Scope

This policy covers all internal stakeholders of Protech. In some instances, suppliers may also be impacted by elements of this policy. This policy will be primarily driven by Protech's Finance and accounts teams.

## Objectives

The overarching objective of this policy is to establish a framework for sound financial management at Protech. This is accomplished by:

- Managing systems, people and processes to deliver day-to-day finance functions efficiently and effectively;
- Ensuring access to sufficient funds to meet on-going obligations as they fall due by effectively managing day-to-day working capital and cash position, the structure of the borrowing facilities and the management of debtors and creditors;
- Providing data and reporting to allow timely decision making within the business on financial matters;
- Managing the debt /cash structure to reflect the existing position taken by the Board and forecasting future requirements;
- Identifying and managing the risks associated with the finance functions and ensure appropriate mitigation strategies are in place and are operating effectively, and
- Ensuring there is an adequate internal control framework covering finance functions.

## Responsibilities

- Undertake activities in accordance with the requirements of this policy;
- Using ethical judgement to guide decisions made relating to the finances of Protech;
- Ensuring banking, finance facilities are used responsivity and remain able to support the business;
- Maintenance of an accurate Delegation of Authority and regular monitoring of compliance;
- Considering and addressing financial risks including credit, liquidity, market, operational and legal risks;
- Maintain appropriate insurance policies to cover business' operations and assets, and
- Regular reporting to Protech executive team and Director(s) on the financial status of the business.

## Commitment

Protech's executive team and stakeholders commit to the following as part of implementing this policy:

- Compliance with all applicable legislation and regulatory requirement;
- Deploying this policy in accordance with Protech's vision, mission and values;
- Continually reviewing and responding to risk assessments on financial matters, including;
- elements such as liquidity, fraud/theft, operational, credit, market and legislative risks;
- Fostering a culture of honesty and accountability relating to treasury and financial activities, and
- Regular system and process and security reviews, including of this policy.
- Maintaining third party oversight of Protech's financial functions and participating in regular reviews.

## Approval

Marc Meili  
Managing Director



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Doc No. Revision:  
POL\_0020\_3.0

Previous Doc. No.:  
POL\_0020\_2.0

 QUANTUM  
SAFETY

Doc Owner:  
EXEC

 DREAMPATH

Approver & Issue Date:  
MM 28-Jul-2025

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