

**Post Office Limited**  
**Board Training Record FY23/24**

| No | Date              | Topic  | Comments   |
|----|-------------------|--|--|
| 1  | April 2023        | Director's Guidance Notes on: <ul style="list-style-type: none"> <li>- Directors Duties</li> <li>- Competition Law</li> <li>- Corporate Governance</li> <li>- Articles of Association</li> <li>- Director's &amp; Officers Liability Insurance</li> <li>- Financial difficulties</li> <li>- Financial Reporting Requirements</li> <li>- Personal Notes and Records</li> <li>- Approving Transactions</li> <li>- Procurement</li> </ul> | Updated, published on Diligent and Director's notified |
| 2  | 15 May 2023       | Role of Horizon in Pension & Allowance Fraud Cases   | Training Session for HRC NEDs                          |
| 3  | 25 September 2023 | Director's Duties and Wrongful Trading   | Presented by Linklaters                                |
| 4  | 14 November 2023  | HMT Pay Controls & Appraisals <ul style="list-style-type: none"> <li>- Overview</li> <li>- Managing Public Money &amp; POL</li> <li>- When is Shareholder Approval Required</li> <li>- When is HMT Approval Required</li> <li>- Special Severance Payments</li> <li>- More Pay Guidance</li> <li>- Approval Submission and Process</li> <li>- Consequences of breach of guidance</li> </ul>  | Presented by UKGI for RemCo NEDs                       |
| 5  | 29 January 2024   | <ul style="list-style-type: none"> <li>- Corporate Governance Update</li> <li>- Cyber Awareness for the Board</li> <li>- Cyber Risk and governance reporting in the UK: a changing landscape</li> </ul>  | Presented by Deloitte                                  |
|    |                   |  |  |

**Training topics planned for FY24/25**

ABC

H&S

Competition Law

Legal Professional Privilege

Freedom of Information

EDI (to be delivered by 30 June 2024)

Accounting Officer status and managing public money (to be delivered by 31 July 2024)