ANNUAL REPORT ON THE
AUDIT COMMITEE'S ACTIVITIES
OF "PLAISIO COMPUTERS S.A."
FOR THE FINANCIAL YEAR 2020

# **TABLE OF CONTENTS**

1. Introduction	3
2. Purpose - Responsibilities of the Audit Committee	3
3. Committee Composition	3
4. Audit Committee Meetings	4
5. Activities of the Audit Committee during the year 2020	(01.01.2020-
31.12.2020)	4

#### 1. Introduction

**1.1** The Audit Committee of the Societe Anonyme under the company name "PLAISIO COMPUTERS SOCIETE ANONYME - COMMERCIAL AND INDUSTRIAL COMPANY OF COMPUTERS AND STATIONERY" and the distinctive title "PLASIO COMPUTERS S.A." (hereinafter referred to as the "Company"), is a Committee of the Board of Directors, in accordance with the specific provisions and regulations of the applicable regulatory framework and corporate governance principles.

# 2. Purpose - Responsibilities of the Audit Committee

- **2.1** The primary purpose of the Audit Committee is to provide assistance and support to the Company's Board of Directors in its tasks related to ensuring the quality, completeness, accuracy, objectivity and integrity of financial information, the evaluation of the effectiveness of internal auditing systems and the risk management of the Company, the monitoring of the statutory audit of the annual and consolidated financial statements and the supervision of the independence of the Certified Public Accountants.
- **2.2** The type, the minimum number of members of the Audit Committee and their responsibilities and duties are described to the current regulatory framework.
- **2.3** During the performance of its duties, the Audit Committee had full, free and unhindered access to the files, data and information that were necessary for the implementation of its purpose, it had direct and unimpeded access to the relevant staff and executives of the Company, it was provided by the Management with the appropriate resources, means and infrastructure necessary for the exercise of its responsibilities, as well as the ability to use the services of external consultants and opinions from external bodies or partners, which, however, it did not use as there has been no such case for it.

#### 3. Composition of the Audit Committee

- **3.1** The Audit Committee shall be consisted of at least three (3) members, who must meet, in their majority, the criteria and conditions of independence, provided in the current legal framework, to have, as a whole, sufficient knowledge of the sector in which the Company operates, while at least one (1) member of the Committee, who is independent of the Company, must have sufficient knowledge and experience in accounting or auditing.
- **3.2** The existing Audit Committee of the Company, which was elected by the Annual Ordinary General Meeting of Shareholders dated 25 June 2020, is consisted of two (2) independent non-executive members and one (1) non-executive member of the Board of Directors with a five-year term.

- **3.3** In particular, the Audit Committee is consisted of:
- (a) Mr. Filippos Karagkounis son of Anastasios, Chairman of the Committee, as independent non-executive Member of the Board of Directors,
- **(b)** Mr. Elias Kli son of Georgiou, as independent non-executive Member of the Board of Directors and
- **(c)** Ms. Antiopi Anna Mavrou daughter of loannis, as non-executive member of the Board of Directors.

#### 4. Audit Committee Meetings

- **4.1** Taking into account the size, business model and scope of activities of the Company, the Audit Committee, for the proper and effective fulfillment of its duties, meets regularly and extraodinarily when required. In any case, however, the Audit Committee must meet at least four (4) times a year, while at least two (2) times a year it must meet the external Auditors of the Company, without the presence of members of the Management.
- **4.2** During the closed financial year 2020 (01.01.2020-31.12.2020) the Audit Committee met six (6) times with the participation of all its members and its decisions were taken unanimously.

In cases deemed necessary, key executives were involved in the Company's governance and the elected Certified Public Accountant participated in the meetings of the Audit Committee, without the right to vote, in order to provide the necessary clarifications or explanations.

# 5. Activities of the Audit Committee during the financial year 2020 (01.01.2020-31.12.2020)

**5.1** During its above meetings, the Audit Committee dealt with issues within its competence. Specifically:

## A. Financial reporting procedure - Statutory Audit

- It held meetings with the Company's Management and was informed about the financial information process.
- It held meetings with the Certified Public Accountants of the Audit Firm registered in the
  Public Register of article 14 of L. 4449/2017 under the company name "BDO CERTIFIED
  PUBLIC ACCOUNTANTS SOCIETE ANONYME" at the stage of planning the audit, during its
  execution, as well as during the stage of preparation of the Audit Reports.
- It was informed about the procedure and methodology to be followed by the Audit Firm during the statutory audit of the annual and semi-annual financial statements (corporate and consolidated) and ensured that the pandemic that ensued has no adverse effect on the flow of that audit.

- It evaluated the statutory audit program and confirmed that it will cover the most important areas of control and will take into account the main areas of business and financial risk of the Company.
- It overviewed the annual Financial Report for the financial year 2019 (01.01.2019-31.12.2019) and the Semi-Annual Financial Report for the first (A') half of the year 2020 (01.01.2020-30.06.06.2020).
- It evaluated the accuracy, correctness, completeness and consistency of the annual and semi-annual financial statements (corporate and consolidated) in relation to the information presented to it and the accounting principles applied by the Company as well as their conformity with the current regulatory framework and informed the Board of Directors.
- It submitted a proposal to the Annual Ordinary General Meeting of the Company's shareholders dated 25 June 2020 regarding the election-appointment of the Audit Firm under the name "BDO CERTIFIED PUBLIC ACCOUNTANTS SOCIETE ANONYME" after evaluating the kind and nature of the works and services delivered by the Audit Firm, the time frame required for the proper completion of the audit, the amount of the Audit Company's remuneration, which is considered reasonable and in line with the prevailing financial conditions, the previous unhindered cooperation with this Audit Firm, its experience and specialization and its previous service in terms of auditing entities of corresponding size, as well as its compliance with the applicable legislative and in general statutory framework.
- It examined all the services provided by the Audit Firm and confirmed that no services have been provided, except the mandatory ones in the context of accounting and tax audits.
- It took under consideration the supplementary Report in accordance with the provisions
  of Article 11 of the Regulation No 537/2014 of the European Parliament and of the
  Council of 16 April 2014.
- It confirmed the impartiality, objectivity, independence and integrity of the Certified Public Accountants, as well as the non-provision of any external direction, instruction, suggestion or recommendation by the Management of the Company

#### **B.Internal Audit**

- It evaluated the staffing, the organizational structure and the operation of the Internal Audit Unit, in order to identify any weaknesses.
- It evaluated the work, the adequacy and effectiveness of the Internal Audit Unit, without affecting in any way its independence.
- It was informed about the annual audit program of the Internal Audit Unit before its implementation, it carried out its evaluation and found that it is going to take into account the main business and financial risk areas of the Company.

- It provided an overview of the published reporting regarding the Internal Audit and the main risks and uncertainties of the Company in relation to the financial reporting.
- It informed the Board of Directors about the findings and the results of its audit and submitted proposals for improvement, so that the Internal Audit Unit is adequately staffed with competent human resources, equipped with the necessary theoretical training, education and experience.
- It had meetings with the head of the Internal Audit Unit to discuss issues within his competence, as well as problems that may arise during the internal audit process, and in particular to ensure the smooth implementation of the internal audit process, so that it not be adversely or negatively affected by the effects of the pandemic.
- It read the reports of the Internal Audit Unit and evaluated the methods it uses to identify, monitor and address the main risks, as well as their disclosure in the financial statements in an appropriate manner.
- It confirmed that the Internal Audit Unit has constant and unhindered access to all the data, books, documents and records of the Company, which are necessary for the proper performance of its duties, that it has direct and unimpeded access to all the individual services and departments and that the members of the Management and the staff of the Company cooperate as much as possible with the Internal Audit Unit and generally facilitate in any way its work, providing the necessary resources, means and infrastructure.
- It confirmed that the head of the Internal Audit Unit is a full-time and exclusive employee, personally and functionally independent in the performance of his duties and that he does not hold any incompatible office of those provided for in the current legal framework.

### C. Miscellaneous

- It monitors systematically and closely all developments related to the unprecedented health crisis caused by the rapid and widespread spread of the coronavirus Covid-19 and, on the one hand, it reviews the health actions undertaken by the Company for the health care and safety of staff, associates and all stakeholders (with a view to ensuring financial audit and reporting processes) and on the other hand, the measures and financial options it uses to ensure its business continuity and its smooth operation.
- In cooperation with the Management of the Company and in response to the relevant letter of the Hellenic Securities Exchange Commission with protocol number 2503 / 18.11.2020, it assisted, to the extent that concerned it, in order to ensure adequate and timely provision to the Supervisory Authority of the required information regarding the formation of the fundamental financial figures of the Company and the general developments in its activity as a consequence of the ongoing coronavirus pandemic Covid-19.

• It provided to the Management of the Company the necessary information regarding the new law on corporate governance (Law 4706/2020, Government Gazette A' 136 / 17.07.20200), in order for the Company to properly complete the compliance and harmonization process with the new regulatory framework at the time of entry into force of the provisions (17.07.2021).