

MANPOWER

1. **Senior Management** refers to persons at the highest level of organizational management. They hold specific executive powers conferred onto them with and by authority of the board of directors and/or the shareholders who decide on or participate in the formulation of the policy of the reporting institution and plan, organise and direct the interpretation and execution of policy. Their work involves the responsibility for their organization as a whole or for one or more departments of the organisation. They include, for example, Directors Chief Executive Officer, General Manager, Senior Vice President, Deputy General Manager, Senior Manager, Branch Manager who act as head of the Labuan Branch operations, etc.
2. **Middle Management** refers to persons supervising various activities or a particular kind of activity. They normally assist the senior management in the day-to-day operation of the bank. Middle management include, for example, Operation Manager, Credit Manager, Technical Manager, Vice President, Manager etc.
3. **Supervisory Staff** refers to person supervisory various activities or a particular kind of activity. They control and co-ordinate activities of staff under their charge, such as Assistant Managers, Marketing Officer, Sub-Accountants, Credit Officer, Claim processing officer etc.
4. **Clerical Staff** refers to persons compiling and maintaining records of financial transactions other activities, handle cash on behalf of the organisation, such as data entry clerk, accounts clerk, technical assistant and etc.
5. **Others** refers to person who are engaged in activities more related to the services support pool, including stenographers, confidential secretaries, personal assistants, typists and machine, telex, telephone and computer key punch operators or person involved in services activities, such as messengers, drivers and guards.

EQUITY PARTICIPATION

Authorised capital is the capital to which an organisation is authorised to use in the business and maximum amount that can be used for the working capital of organisation. The authorised capital of a company (sometimes referred to as the authorised share capital or the nominal capital,) is the ceiling for the paid-up capital.