

Company no 2583952

THE COMPANIES ACTS 1985 AND 1989

PRIVATE COMPANY LIMITED BY SHARES

MEMORANDUM OF ASSOCIATION

of

SAI GLOBAL COMPLIANCE LIMITED

FRIDAY



- 1 ¹The name of the Company is "SAI GLOBAL COMPLIANCE LIMITED"
- 2 The Registered Office of the Company will be situate in England and Wales
- 3 1 The objects for which the Company is established are
 - (a) To carry on the business of a holding company in all its branches and to acquire by purchase, lease, concession, grant, licence or otherwise deal in such businesses, options, rights, privileges, lands, buildings, leases, underleases, stocks, shares, debentures, bonds, obligations, securities, reversionary interests, annuities, policies of assurance and other property and rights and interests in property as the Company shall deem fit, to hold, manage, develop, lease, exploit, vary sell or dispose of the same, to enter into, assist or participate in financial, commercial, mercantile, industrial, and other transactions, undertakings and business of every description, and to co-ordinate the policy and administration of any subsidiary companies or any companies of which this Company is a member or which are in any manner controlled by this Company
 - (b) To carry any other trade or business which may seem to the Company capable of being conveniently carried on in connection with the objects specified in Clause 3 1(a) hereof or calculated directly or indirectly to enhance the value of or render profitable any of the Company's property or rights

- 1 The name of the Company was changed from Mawlaw 97 Limited to Training Media Group Limited on 29 April 1991, to Easy 1 Limited on 8 December 1995 and to SAI Global Compliance Limited on 6 December 2007

- 3 2 To form, promote, subsidise and assist companies, syndicates or other bodies of all kinds and to issue, place, underwrite or guarantee the subscription of, subscribe for, acquire, hold or sell any shares, stocks, bonds, options, debentures, debenture stock or other capital or securities or obligations of any companies, syndicates or other bodies of all kinds, and to pay or provide for brokerage, commission and underwriting in respect of any such issue and to do all things necessary or desirable to benefit any such companies, syndicates or other bodies and without prejudice to the generality of the foregoing to establish or promote or join in the establishment or promotion of any other company whose objects shall include the taking over of any of the assets with or without the liabilities of the Company or the promotion of which shall be calculated to advance its interests and to acquire and hold any shares, securities or obligations of any such company
- 3 3 To invest or deal with any of the monies of the Company not immediately required for its operations in such manner with or without security and whether at home or abroad as the Company may think fit
- 3 4 To enter into partnership or into any arrangement for sharing profits, union of interests, co-operation, reciprocal concessions or otherwise with any person, firm, company or other body of any kind for the purpose of carrying on business from which the Company would or might derive any benefit whether direct or indirect
- 3 5 To purchase or otherwise acquire, hold and undertake all or any part of the business, property, securities, liabilities and transactions of any person, firm, company or other body of any kind
- 3 6 To purchase or otherwise acquire any patents, brevets d'invention, licences, concessions, copyrights, trade marks, designs, rights of agency or distributorship and the like conferring any exclusive or non-exclusive or limited right, or any secret or other information as to any state of affairs, individual, firm, company or other body, or any invention, process, development or the like which may seem to the Company capable of being used for any of the purposes of the Company, or the acquisition of which may seem calculated directly or indirectly to benefit the Company To use, exercise, develop, grant licences in respect of or otherwise turn to account any of the same and with a view to the working and development of the same to carry on any business whatsoever, whether manufacturing or otherwise, which the Company may think calculated directly or indirectly to achieve these objects and to apply for, register or by other means protect, prolong and renew whether in the United Kingdom or elsewhere any of the same

- 3 7 To purchase, take on lease or in exchange, hire or otherwise acquire and hold for any estate or interest and manage, develop, work, improve, sell, dispose of or otherwise turn to account and deal with any lands, buildings, servitudes, easements, rights, privileges, concessions, machinery, plant, stock-in-trade, property, business, undertaking and any heritable or moveable real or personal property of any kind
- 3 8 To construct, erect, maintain, alter, replace or remove any buildings, works, offices, erections, plant, machinery, tools, or equipment as may seem desirable for any of the businesses or in the interests of the Company, and to manufacture, buy, sell and generally deal in any plant, tools, machinery, goods or things of any description which may be conveniently dealt with in connection with any of the Company's objects
- 3 9 To manage and conduct the affairs of any companies, firms and persons carrying on business of any kind whatsoever, and in any part of the world
- 3 10 To undertake interest rate and currency swaps, options, swap option contracts, forward exchange contracts, forward rate agreements, futures contracts or other financial instruments including hedging agreements and derivatives of any kind and all or any of which may be on a fixed and/or floating rate basis and/or in respect of sterling, any other currencies, basket of currencies or commodities of any kind and in the case of such swaps, options, swap option contracts, forward exchange contracts, forward rate agreements and derivatives of any kind they may be undertaken by the Company on a speculative basis or otherwise
- 3 11 To undertake any transaction which is a rate swap transaction, basis swap, forward rate transaction, commodity swap, commodity option, equity or equity index swap, equity or equity index option, bond option, interest rate option, foreign exchange transaction, cap transaction, floor transaction, collar transaction, currency swap transaction, cross-currency rate swap transaction, currency option or any other similar transaction (including any option with respect to any of these transactions) or combination of these transactions and whether for the purposes of risk management, on a speculative basis or otherwise
- 3 12 To enter into, carry on and participate in financial transactions and operations of all kinds and to take any steps which may be considered expedient for carrying into effect such transactions and operations including, without prejudice to the generality of the foregoing, borrowing and lending money and entering into contracts and arrangements of all kinds

- 3 13 To borrow or raise money in such manner as the Company shall think fit and in particular by the issue (whether at par or at a premium or discount and for such consideration as the Company may think fit) of bonds, debentures or debenture stock (payable to bearer or otherwise), mortgages or charges, perpetual or otherwise, and, if the Company thinks fit, charged upon all or any of the Company's property (both present and future) and undertaking including its uncalled capital and further, if so thought fit, convertible into any stock or shares of the Company or any other company, and collaterally or further to secure any obligations of the Company by a trust deed or other assurance
- 3 14 To guarantee or otherwise support or secure, either with or without the Company receiving any consideration or advantage and whether by personal covenant or by mortgaging or charging all or part of the undertaking, property, assets and rights present and future and uncalled capital of the Company or by both such methods or by any other means whatsoever, the liabilities and obligations of and the payment of any monies whatsoever (including but not limited to capital, principal, premiums, interest, dividends, costs and expenses on any stocks, shares or securities) by any person, firm or company whatsoever including but not limited to any company which is for the time being the holding company or a subsidiary (both as defined by section 736 of the Companies Act 1985) of the Company or of the Company's holding company or is controlled by the same person or persons as control the Company or is otherwise associated with the Company in its business and to give financial assistance for the purpose of the acquisition of shares in the capital of the Company or any holding company of the Company or for the purpose of reducing a liability incurred by any person for the purpose of such an acquisition subject to the provisions of Section 155 Companies Act 1985
- 3 15 To grant indemnities of every description and to undertake obligations of every description
- 3 16 To make, draw, accept, endorse and negotiate bills of exchange or other negotiable instruments and to receive money on deposit or loan
- 3 17 To pay all or any expenses incurred in connection with the formation and promotion and incorporation of the Company and to pay commission to and remunerate any person or company for services rendered in underwriting or placing, or assisting to underwrite or place, any of the shares in the Company's capital or any debentures or other security of the Company, or in or about the formation or promotion of the Company or the conduct of its business

- 3 18 To pay for any property or rights acquired by the Company or to remunerate any person, firm or company rendering services to the Company either in cash or in kind or fully or partly paid-up shares with or without preferred or deferred rights in respect of dividend or repayment of capital or otherwise, or by any securities which the Company has power to issue, or partly in one mode and partly in another and generally on such terms as may be determined
- 3 19 To sell, lease, mortgage, charge, pledge, grant or surrender rights over, or otherwise deal with, turn to account or dispose of all or any part of the property, assets, business or undertaking of the Company for such consideration (if any) as may be advantageous to the Company including, without prejudice to the generality of the foregoing, consideration in cash, whether by instalments or otherwise, or in kind, or in shares (with or without deferred or preferred rights in respect of dividends or repayment of capital or any other matter) or debentures, mortgage debentures, mortgages, debenture stock or loan stock (secured or unsecured) of any company, corporation or body of persons, or in the form of any property real or personal, tangible or intangible, or of any right, pledge or claim or of any undertaking to do or abstain from doing any act or to supply any services or goods or any other consideration, or in any combination of the above
- 3 20 To make loans or give credit on such terms as may seem expedient with or without security to such persons, firms, companies, syndicates or other bodies of all kinds and in such cases (and in the case of loans either of cash or of other assets) as the Company may think fit
- 3 21 To distribute among the members in specie any property of the Company or any proceeds of sale, disposal or realisation of any property of the Company but so that no distribution amounting to a reduction of capital be made except with the sanction (if any) for the time being required by law
- 3 22 To amalgamate with any other company and on any terms whatsoever
- 3 23 To procure the Company to be registered or recognised in any country or place abroad
- 3 24 To obtain any provisional or other order or Act of Parliament of this country or of any other state for enabling the Company to carry any of its objects into effect, or for effecting any modifications of the Company's constitution, or for any other purpose which may seem expedient, and to oppose any proceeding or application which may seem calculated, directly or indirectly, to prejudice the Company's interests

- 3 25 To enter into any arrangements with any government or authority (supreme, municipal, local or otherwise) that may seem conducive to the attainment of the Company's objects or any of them, and to obtain from any such government or authority any charters, decrees, rights, privileges or concessions which the Company may think desirable and to carry out, exercise and comply with any such charters, decrees, rights, privileges and concessions
- 3 26 To appoint any person or persons, firm or firms, company or companies to be the attorney or agent of the Company and to act as agents, managers, secretaries, contractors or in similar capacity
- 3 27 To establish and maintain or procure the establishment and maintenance of contributory or non-contributory pension or superannuation funds for the benefit of the persons referred to below, to grant emoluments, pensions, allowances, donations, gratuities and bonuses to such persons and to make payments for or towards insurance on the life or lives of such persons, to establish, subsidise, subscribe to or otherwise support any institution, association, society, club, other establishment or fund, the support of which may, in the opinion of the Company, be calculated directly or indirectly to benefit the Company or any such persons, or which may be connected with any place where the Company carries on business, to institute and maintain any profit-sharing scheme or share option schemes calculated to advance the interests of the Company or such persons, the said persons are any persons who are or were at any time in the employment or service of the Company or its predecessor in business or of any company which is or has been the holding company or a subsidiary (both as defined by section 736 Companies Act 1985) of the Company or of the Company's holding company or who are or were at any time directors or officers of the Company or of such other company as aforesaid, and the spouses, widows, widowers, families or dependants of any such persons
- 3 28 To subscribe or guarantee money for or organise or assist any charitable, benevolent, public, general, political or useful object or for any exhibition or for any person which or who may be considered likely directly or indirectly to further the objects of the Company or the interests of its shareholders
- 3 29 To take, make, execute, enter into, commence, carry on, prosecute or defend all steps, contracts, agreements, negotiations, legal and other proceedings, compromises, arrangements and schemes, and to do all other acts, matters and things which shall at any time appear conducive to or expedient for the advantage or protection of the Company

- 3 30 To do all or any of the above things in any part of the world and either as principals, agents, contractors, trustees, or otherwise, and either alone or in conjunction with others
- 3 31 To do all such acts or things as are incidental or conducive to the attainment of the above objects or any of them

It is hereby declared that

- (a) the word "company" in this clause, except where used in reference to the Company, shall be deemed to include any partnership or other body of persons, whether incorporated or not incorporated, and whether domiciled in the United Kingdom or elsewhere, and whether now existing or hereafter to be formed, and
- (b) the objects set forth in each sub-clause of this Clause shall not be restrictively construed but the widest interpretation shall be given thereto and they shall not, except where the context expressly so requires, be in any way limited or restricted by application of the ejusdem generis rule or by reference to or inference from any other object or objects set forth in such sub-clause or from the terms of any other sub-clause or by the name of the Company, none of such sub-clauses or the object or objects therein specified or the powers thereby conferred shall be deemed subsidiary or ancillary to the objects or powers mentioned in any other sub-clause, but the Company shall have full power to exercise all or any of the objects conferred by and provided in each of the said sub-clauses as if each sub-clause contained the objects of a separate company

4 The liability of the Members is limited

5 ²The share capital of the Company is £100,000 divided into 100,000 Ordinary Shares of £1 00 each

2 The 100,000 Ordinary shares of £1 each were sub-divided into 10,000,000,000 Ordinary shares of 0 001p each by special resolution passed on 18 December 2000

We, the several persons whose names, addresses and descriptions are subscribed, are desirous of being formed into a Company in pursuance of this Memorandum of Association and we respectively agree to take the number of shares in the capital of the Company set opposite our respective names

NAME ADDRESS AND DESCRIPTION OF SUBSCRIBERS	Number of Shares taken by Subscriber (in words)
GEOFFREY BRIAN SMETHURST 7 Birchwood Avenue Southborough Tunbridge Wells Kent TN4 0UD Chartered Secretary	ONE
SUSAN CAROL SMITH 13 Seaton Road Dartford Kent DA1 3LB Secretary	ONE

Dated the 6th day of February 1991

WITNESS to the above Signatures

Joan Russell
20 Black Friars Lane
London
EC4V 6HD

Secretary

THE COMPANIES ACTS 1985 AND 1989

COMPANY LIMITED BY SHARES

ARTICLES OF ASSOCIATION

OF

SAI GLOBAL COMPLIANCE LIMITED

- 1 The regulations contained in Table A in Statutory Instrument number 805 of 1985, as amended prior to the adoption of these Articles, (such Table being herein referred to as "Table A") shall apply to the Company except in so far as they are excluded or varied hereby
- 2 1 The authorised share capital of the Company at the date of adoption of these articles is £100,000 divided into 10,000,000,000 Ordinary Shares of 0 001 pence each
- 2 2 The shares shall be under the control of the directors who, subject to the provisions of Section 80 of the Act and any resolutions of the Company in general meeting passed pursuant thereto, may allot and dispose of or grant options over the same to such persons, on such terms and in such manner as they think fit
- 2 3
 - (a) Save as otherwise provided in these Articles and subject to any renewal, revocation or variation of this authority by the Company in general meeting the directors are hereby unconditionally authorised for the purposes of Section 80 of the Act to allot, dispose of and grant options and rights of conversion and subscription over relevant securities (as defined in the Act) up to an aggregate nominal amount of £99,999 during the period expiring at the end of five years from the date of adoption of these Articles
 - (b) The Company may at any time prior to the expiry of the authority conferred by Article 2 3(a) above make an offer or agreement which would or might require relevant securities to be allotted pursuant thereto after the expiry of such authority and the directors may allot relevant securities in pursuance of such offer or agreement as if the authority conferred thereby had not expired
 - (c) Sections 89(1) and 90 of the Act shall not apply to any allotment of equity securities (as defined in the Act) of the Company

- 3 1 The instrument of transfer of a share may be in any usual form or in any other form which the directors may approve and shall be executed by or on behalf of the transferor
- 3 2 A member (or other person entitled to transfer the shares registered in the name of a member) ("Transferor") may at any time transfer all or any shares in the Company held by him (the "Relevant Shares")
- (a) (in the case of a member being a corporation and subject to Article 3 4, to any other body corporate which is an Associated Company (as defined in s416 Income and Corporation Taxes Act 1988) of the member,
- (b) to his or her wife, husband, common law wife or husband, widow or widower, descendant, parent, brother or sister, nephew or niece (a "Privileged Relation"), but if a Privileged Relation to whom he or she has transferred the Relevant Shares shall subsequently cease to be his or her Privileged Relation for whatever reason, that person shall be deemed to have served a Transfer Notice (as defined in Article 3 7) (in respect of all the Relevant Shares) immediately before he or she ceased to be a Privileged Relation of the member in question The Transfer Notice shall be irrevocable,
- (c) to trustees to be held on a Family Trust (as defined in Article 3 3),
- (d) by a trustee or trustees to a new trustee or trustees where there is no change in the beneficial ownership in the shares in question,
- (e) by a trustee or trustees to a beneficiary being either (i) any person to whom the settlor under the trust would have been permitted to transfer shares under this Article 3 2 if he had remained the holder of them or (ii) the settlor himself
- 3 3 "Family Trust" means in relation to any member (a) a trust or trusts (whether arising under a settlement inter vivos or a testamentary disposition, whoever it is made by, or an intestacy) under which no immediate beneficial interest in the shares in question is from time to time vested in any person other than the member concerned or a Privileged Relation of that member and no power of control over the voting powers conferred by those shares is from time to time exercisable by or subject to the consent of any person other than the trustees as trustees of the member concerned or a Privileged Relation of that member or (b) a body corporate controlled by such a trust
- 3 4 Following a transfer of shares as permitted by Article 3 2, if the Associated Company to whom the Transferor has transferred the Relevant Shares subsequently ceases to be

an Associated Company of the Transferor, it will forthwith transfer the Relevant Shares to the Transferor or, at the Transferor's option, to an Associated Company of the Transferor and, in either case, it will not be required to serve a Transfer Notice. If it does not so transfer the Relevant Shares within 14 days of ceasing to be an Associated Company of the Transferor, it shall be deemed to have given a Transfer Notice (in respect of all the Relevant Shares) immediately prior to its ceasing to be an Associated Company of the Transferor. The Transfer Notice will be irrevocable.

- 3.5 The directors may request the Transferor (or the person named as transferee in any transfer lodged for registration) to provide the Company with such information and evidence as the directors may reasonably consider necessary or relevant for the purpose of ensuring that a transfer of shares is permitted under Article 3.2. If this information or evidence is not provided to the satisfaction of the directors within 21 days after the directors' request, the directors may refuse to register the transfer in question.
- 3.6 The Directors may, in their absolute discretion and without giving any reason, decline to register any transfer of any share, whether or not it is a fully paid share.
- 3.7 The directors may also refuse to register a transfer of a share to a person of whom they do not approve and they may refuse to register the transfer of a share on which the Company has a lien. They may also refuse to register a transfer unless
- (a) it is lodged at the registered office or at such other place as the directors may appoint, and is accompanied by the certificate for the shares to which it relates and such other evidence as the directors may reasonably require to show the right of the Transferor to make the transfer, and
 - (b) it is in respect of only one class of shares, and
 - (c) it is in favour of not more than four transferees.
- 3.8 If the directors refuse to register a transfer of a share they will, within two months after the date on which the transfer was lodged with the Company, send to the purporting transferor and the intended transferee notice of the refusal.
- 3.9 In the event that a third party becomes entitled to shares in consequence of the death of a member of whom the third party is a Privileged Relation, such third party shall be entitled to exercise all rights attaching to such shares and shall be entitled to be registered as holder of the shares and Regulation 31 of Table A shall not apply.

- 4 In the event that a shareholder or shareholders (the "Proposed Transferor(s)") proposes to sell, transfer or otherwise dispose of such number of its or their shares as provide control over 50% or more of the voting rights of the Company to any bona fide third party (the "Designated Transferee"), the Proposed Transferor(s) shall have the right, upon written notice to the remaining shareholders, to require that the remaining shareholders sell all of their shares (including any shares obtained on or after the change of control on the exercise of share options granted before the change of control) to the Designated Transferee on the same date (or, in the case of shares obtained or the exercise of share options, within fourteen days following the issue to them of such shares) and at the same price per share and on the same terms and conditions as those applicable to him, her or it. The Proposed Transferor(s) shall also have the right, upon written notice to any person who becomes a shareholder on or after the change of control by exercising share options granted before the change of control, to require that person to sell all of his, her or its shares to the Designated Transferee within fourteen days following the issue of shares to him, her or it, at the same price per share and on the same terms and conditions as those applicable to the Designated Transferee.
- 5 The following shall apply to the Company in place of regulation 41 of Table A
- "If, within half an hour after the time appointed for the meeting, a quorum is not present, or if, during a meeting, a quorum ceases to be present, the meeting, if convened upon the requisition of members, shall be dissolved. In any other case, it shall stand adjourned to the same day in the next week at the same time and place or to such other day and such other time or place as the directors may determine, and if, at the adjourned meeting, a quorum is not present or ceases to be present, then the member or members present shall be a quorum"
- 6 The following shall apply to the Company in place of regulation 64 of Table A
- "The number of directors (other than alternate directors) need not exceed one and shall not be subject to any maximum. If and so long as there is only one director in office, he may exercise all the powers and authorities vested in the directors by these Articles or by Table A notwithstanding any contrary provision of Table A"
- 7 Regulations 73, 74, 75, 77 and 80 together with other references to retirement of directors by rotation and the second and third sentences of regulation 79 in Table A, shall not apply to the Company

- 8 A director who is in any way directly or indirectly interested in any contract or arrangement with the Company shall declare that interest and its nature at a meeting of the directors in accordance with section 317 of the Act. Subject to such disclosure, the director (or if the situation so requires his alternate) shall be entitled to vote in respect of any such contract or arrangement and if he shall do so his vote shall be counted and he shall be taken into account in ascertaining whether a quorum is present. Regulations 94 to 98 (inclusive) of Table A shall not apply to the Company.
- 9 A meeting of the directors may, subject to notice thereof having been given in accordance with these Articles of Association, be for all purposes deemed to be held when a director is or directors are in communication by telephone or audio visual communications media with another director or other directors and all of the said directors agree to treat the meeting as so held, provided always that the number of the said directors participating in such communication constitutes a quorum of the Board hereunder. A resolution made by a majority of the said directors in pursuance of this Article shall be as valid as it would have been if made by them at an actual meeting duly convened and held.