

# Nomination, remuneration and governance committee charter

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Mount Gibson Iron Limited

ACN 008 670 817

Adopted by the board on

**Freehills**

# Committee charter

## 1 Membership of the Committee

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The Committee must consist of:

- a minimum of 3 non-executive directors;
- a majority of independent directors; and
- an independent director as Chair.

The Board may appoint such additional directors to the Committee and may set specified terms for such directors, or remove and replace members of the Committee, by resolution. Members may withdraw from membership by written notification to the Board.

Membership of the Committee will be reviewed annually by the Board.

Members of management may attend all or part of a meeting of the Committee by invitation.

The Company Secretary must attend all Committee meetings as minute secretary.

## 2 Administrative matters

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### 2.1 Meetings

The Committee will meet as often as the Committee members deem necessary in order to fulfil their role. However, it is intended that the Committee will normally meet biannually.

### 2.2 Quorum

The quorum is at least 2 members.

### 2.3 Convening and notice of meeting

Any member may, and the Company Secretary must upon request from any member, convene a meeting of the Committee. Notice, including an agenda drawn up by the Company Secretary and the Chair, will be given to every member of the Committee at least one week prior to each meeting of the Committee at the member's advised address for service of notice (or such other pre-notified interim address where relevant). Acknowledgement of receipt of notice by all members is not required before the meeting may be validly held.

### 2.4 Access to independent advisers

The Committee may seek the advice of the Company's auditors, solicitors or such other independent advisers as to any matter pertaining to the powers or duties of the Committee or the responsibilities of the Committee, as the Committee may require.

### 2.5 Minutes

Minutes of meetings of the Committee must be kept by the Company Secretary and, after approval by the Committee Chair, be presented at the next Board meeting. All minutes of

the Committee must be entered into a minute book maintained for that purpose and will be open at all times for inspection by any director.

## 2.6 Reporting

The Committee Chair will report the findings and recommendations of the Committee to the Board at the Board meeting next following a meeting of the Committee. The minutes of all Committee meetings shall be circulated to the members of the Board.

All directors may, within the Board meeting, request information of the Committee Chair or members of the Committee.

The Committee shall have no executive powers with regard to its findings and recommendations.

## 3 Role and responsibilities - nomination

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The responsibilities of the Committee are as follows:

- (a) Review and recommend to the Board the size and composition of the Board, including review of Board succession plans.
- (b) Review and recommend to the Board the criteria for Board membership, including assessment of necessary and desirable competencies of Board members.
- (c) Review and recommend to the Board membership of the Board, including recommendations for the appointment and removal of Directors, and where necessary propose candidates for consideration by the Board.
- (d) Assist the Board as required in relation to the performance evaluation of the Board, its committees and individual directors, and in developing and implementing plans for identifying, assessing and enhancing director competencies.
- (e) Review and make recommendations in relation to any corporate governance issues as requested by the Board from time to time.
- (f) Review the Board Charter on a periodic basis, and recommend any amendments for Board consideration.
- (g) Review the time expected to be devoted by non-executive directors in relation to the Company's affairs.
- (h) Ensure that an effective induction process is in place and regularly review its effectiveness.

## 4 Policy and procedure for selection and appointment of new directors

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- (a) Factors to be considered when reviewing a potential candidate for Board appointment include without limitation:
  - the skills, experience, expertise and personal qualities that will best complement Board effectiveness;
  - the capability of the candidate to devote the necessary time and commitment to the role. This involves a consideration of matters such as other Board or executive appointments;
  - potential conflicts of interest, and independence.

- (b) Detailed background information in relation to a potential candidate should be provided to all directors.
- (c) The identification of potential director candidates may be assisted by the use of external search organisations as appropriate.
- (d) An offer of a Board appointment must be made by the Chair of the Board only after having consulted all directors, with any recommendations from the Committee having been circulated to all directors.
- (e) All new Board appointments should be confirmed by letter in the standard format as approved by the Board or the Committee from time to time.

## 5 Role and responsibilities – remuneration

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The responsibilities of the Committee are as follows:

- (a) Review and determine remuneration arrangements for the Managing Director (**MD**).
- (b) Review and approve the remuneration arrangements for the Executives reporting to the MD.
- (c) Review major changes and developments in the Company's recruitment retention, retirement and termination policies and procedures for senior management, remuneration policies, superannuation arrangements, personnel practices and industrial relations strategies for the Group.
- (d) Review the senior management performance assessment processes and results as they reflect the capability of management to realise the business strategy.
- (e) Review and approve short term incentive strategy, performance targets and bonus payments.
- (f) Review and recommend to the Board major changes/developments to the long term incentive plan/s and approve allocation/s of equities within the delegated authority from the Board.
- (g) Review and recommend to the Board the remuneration arrangements for the non-executive directors of the Board.
- (h) Be satisfied that the Board and management have available to them sufficient information to ensure informed decision-making regarding remuneration.
- (i) Review and recommend to the Board the remuneration report prepared in accordance with the *Corporations Act 2001* (Cth) for inclusion in the annual directors' report.

## 6 Role and responsibilities – governance

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The responsibilities of the Committee are as follows:

- (a) Review the Company's corporate governance policies and framework, including:
  - (1) the role and structure of the Board;
  - (2) the independence of non-executive directors;
  - (3) Board communications;
  - (4) shareholder communications; and
  - (5) corporate governance reporting.

- (b) Recommend to the Board changes to the Company's corporate governance policies and framework as a result of the Committee's review.
- (c) Provide a formal forum for communication between the Board and management on corporate governance issues.
- (d) Advise the Board on the Company's public reporting of information on corporate governance practices and issues.
- (e) Review of, and reporting to the Board on, corporate governance regulatory or compliance issues.
- (f) Review of, and reporting to the Board on, the Company's obligations under ASX Listing Rule 4.10.3 and compliance with ASX best practice requirements.
- (g) Review of disclosure of corporate governance policies and information on the Company's website.
- (h) Report to the Board on recent developments in corporate governance best practice.
- (i) Ensure procedures and policies exist to effectively deal with conflicts of interest.
- (j) Review past and proposed transactions of the Company involving members of the Board and/or their associates.
- (k) Review on an annual basis:
  - (1) the Board charter;
  - (2) the charter of each committee of the Board;
  - (3) the Board Code of Conduct;
  - (4) the Conflict Protocol;
  - (5) the Statement of Board Independence;
  - (6) the Shareholder Communication Policy;
  - (7) the Corporate Governance Statement; and
  - (8) the Policy on Executives Dealing in Securities.

## 7 Review

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The Board will, at least once in each year, review the membership and charter of the Committee to determine its adequacy for current circumstances and the Committee may make recommendations to the Board in relation to the Committee's membership, responsibilities, functions or otherwise.