



Nomination and remuneration committee charter

Felix Group Holdings Ltd ACN 159 858 509 (**Company**)

1 Introduction

- 1.1 The Nomination and Remuneration Committee is a committee of the board of directors of Felix Group Holdings Ltd ACN 159 858 509 (**Company**).
- 1.2 The board of directors of the Company (**Board**) established the Nomination and Remuneration Committee under the Company's constitution.
- 1.3 This charter sets out the scope of the Nomination and Remuneration Committee's responsibilities in relation to the Company and its related bodies corporate (**Group**).
- 1.4 The role of the Nomination and Remuneration Committee is not an executive role.

2 Objective

The objective of the Nomination and Remuneration Committee is to help the Board achieve its objective to ensure the Company:

- (a) has a Board of an effective composition, size and commitment to adequately discharge its responsibilities and duties;
- (b) has coherent remuneration policies and practices to attract and retain executives and directors who can reasonably be expected to create value for shareholders;
- (c) observes those remuneration policies and practices; and
- (d) fairly and responsibly rewards executives having regard to the performance of the Group, the performance of the executives and the general external pay environment.

3 Nominations - responsibilities

The Nomination and Remuneration Committee is responsible for:

- (a) identifying and recommending to the Board, nominees for membership of the Board, including the chief executive officer;
- (b) identifying and assessing the necessary and desirable competencies and characteristics for Board membership and regularly assessing the extent to which those competencies and characteristics are represented on the Board;
- (c) assisting the Board with reviewing and updating the Board Skills Matrix;
- (d) establishing processes for identifying suitable candidates for appointment to the Board to ensure an appropriate mix of expertise, experience and succession;
- (e) undertaking appropriate checks (including checks into a person's character, experience, education, criminal record and bankruptcy history) before a director is elected or a senior executive is appointed;
- (f) providing shareholders with all material information in its possession relevant to a decision on whether or not to elect or re-elect a director, including biographical details, details of any other material directorships currently held, any conflicts of interest or duty and, if they are standing for re-election, details of the term of office currently served by the director;
- (g) procuring a statement for the Board as to whether it supports the election or re-election of the director, as well as a summary of the reasons why;
- (h) ensuring succession plans for Board members and executives, including the chief executive officer, are in place. A report on these plans is to be prepared and submitted to the Board at least once per year; and

- (i) recommending the removal of directors.

4 Performance of directors - responsibilities

4.1 The Nomination and Remuneration Committee is responsible for:

- (a) annually reviewing the performance of the chief executive officer;
- (b) establishing processes for evaluating the performance of the Board, both collectively and individually, and the Board committees;
- (c) annually evaluating the performance of the Board, both collectively and individually, and the Board committees;
- (d) disclosing for each reporting period whether a performance evaluation has been undertaken on the performance of the Board, both collectively and individually, and the Board committees;
- (e) regularly reviewing the time required from non-executive directors to perform their functions and assessing whether they are satisfying time requirements;
- (f) developing and implementing an induction program and continuing education programmes for directors to enhance their education and skills; and
- (g) regularly reviewing whether there is a need for directors to undertake professional development to maintain the skills and knowledge needed to perform their role as directors effectively and, if there is a need that has been identified, ensuring that the director participates in the director's education and skills enhancement program.

4.2 A member of the Nomination and Remuneration Committee must not participate in any review or assessment of their own performance.

5 Remuneration policies and practices

5.1 Executive remuneration and incentive policies and practices must be performance based and aligned with the Group's vision, values and overall business objectives.

5.2 Executive remuneration and incentive policies and practices must be designed to:

- (a) motivate the directors and management to pursue the Group's long-term growth and success;
- (b) demonstrate a clear relationship between the Group's overall performance and the performance of executives; and
- (c) comply with all relevant legal and regulatory provisions.

6 Remuneration - responsibilities

6.1 In performing its responsibilities in relation to remuneration, the Nomination and Remuneration Committee must give appropriate consideration to the Company's performance and objectives, employment conditions and remuneration relativities.

6.2 The Nomination and Remuneration Committee is responsible for:

Executive remuneration and incentive policies

- (a) reviewing, approving and recommending to the Board for adoption executive remuneration and incentive policies and practices;

Executive directors and senior executives

- (b) annually considering, approving and recommending to the Board, on the recommendation of the chief executive officer, each executive director's and senior executive's total remuneration (including base pay, incentive awards, equity awards, retirement rights, termination payments and terms of engagement) having regard to executive remuneration and incentive policies;
- (c) reviewing, approving and recommending to the Board, on the recommendation of the chief executive officer, any changes to the total remuneration and terms of employment of executive directors and senior executives before implementation;
- (d) determining if shareholder approval is needed for any change to remuneration of directors or senior executives;
- (e) preparing for approval by the Board any report on executive remuneration that may be:
 - (i) required by the ASX Listing Rules or the *Corporations Act 2001* (Cth); or
 - (ii) proposed for inclusion in the annual report, and reporting regularly to the Board on those matters;

Executive incentive plans

- (f) reviewing, approving and recommending to the Board for adoption the design of any executive incentive plan;
- (g) reviewing, approving and recommending to the Board for adoption the total proposed payments from any executive incentive plan;
- (h) reviewing, approving and recommending to the Board for adoption the design of any equity-based plan;
- (i) reviewing any plan for legislative, regulatory and market developments;
- (j) reviewing, approving and recommending to the Board for approval the total proposed awards under any equity-based plan;
- (k) reviewing, approving and recommending to the Board for approval the proposed award to each executive under the rules of any plan or as approved by the Nomination and Remuneration Committee;
- (l) reviewing, approving, recommending to the Board for adoption and keeping under review the performance hurdles for any equity-based plan;

Non-executive directors

- (m) reviewing the remuneration of non-executive directors for serving on the Board and any committee (both individually and in total);
- (n) recommending to the Board the remuneration, retirement and termination policies for non-executive directors having regard to market trends and shareholder interests; and

Insurance and indemnities

- (o) reviewing any insurance premiums or indemnities for the benefit of directors and officers.

7 Other responsibilities

- 7.1 The Nomination and Remuneration Committee is responsible for:

- (a) reviewing and making recommendations to the Board about the measurable objectives to be set by the Board for achieving diversity in the composition of the Board, senior executives and the workforce generally;
- (b) assessing the effectiveness of the Diversity Policy, the measurable objectives set for achieving diversity, the progress towards achieving them and make recommendations to the Board in respect of such assessments; and
- (c) doing anything the Board considers appropriate in the context of this charter.

8 Nomination and Remuneration Committee composition

- 8.1 Subject to section 8.2, the Nomination and Remuneration Committee should comprise:
- (a) at least three directors;
 - (b) all non-executive directors; and
 - (c) a majority of independent directors.
- 8.2 While the Company will aim to have a Nomination and Remuneration Committee of at least the size and composition outlined in section 8.1 above, this may not always be practicable given the size of the Board and the circumstances of the Group, including the nature of the Group's business. Accordingly, the Board has absolute discretion to determine the appropriate size and composition of the Nomination and Remuneration Committee from time to time.
- 8.3 The Nomination and Remuneration Committee will appoint its chairperson. The chairperson of the Nomination and Remuneration Committee should be an independent director, subject to section 8.2.
- 8.4 The Board decides appointments, rotations and resignations within the Nomination and Remuneration Committee having regard to the ASX Listing Rules, the *Corporations Act 2001* (Cth) and the Company's constitution.
- 8.5 A Nomination and Remuneration Committee member may act by their alternate.

9 Nomination and Remuneration Committee meetings

- 9.1 The Nomination and Remuneration Committee will meet as often as it considers necessary.
- 9.2 The quorum for a Nomination and Remuneration Committee meeting is two members of the Committee.
- 9.3 Nomination and Remuneration Committee meetings may be held by any technological means allowing its members to participate in discussions even if all of them are not physically present in the same place. A member who is not physically present but is participating by technological means is taken to be present.
- 9.4 A notice of each meeting confirming the date, time and venue and agenda shall be forwarded to each member of the committee, generally no later than one week prior to the date of the meeting. The notice will include relevant supporting papers for the agenda items to be discussed.
- 9.5 The Nomination and Remuneration Committee may pass or approve a resolution without holding a meeting in accordance with the procedures (so far as they are appropriate) in the Company's constitution or equivalent.
- 9.6 The Nomination and Remuneration Committee may invite anyone it considers appropriate to attend Nomination and Remuneration Committee meetings.
- 9.7 The Nomination and Remuneration Committee must keep minutes of its meetings and shall report these regularly to the Board.

- 9.8 The Nomination and Remuneration Committee must, at the end of each reporting period, report to the Board the number of times the committee met throughout the period and the names of attendees.

10 Access to information and independent advice

- 10.1 The Nomination and Remuneration Committee may seek any information it considers necessary to fulfil its responsibilities.
- 10.2 The Nomination and Remuneration Committee has access to management to seek explanations and information from management, at the Company's cost.
- 10.3 The Nomination and Remuneration Committee may seek professional advice from employees of the Group and from appropriate external advisers, at the Company's cost. The Nomination and Remuneration Committee may meet with external advisers without management being present.

11 Review and changes to this charter

- 11.1 The Nomination and Remuneration Committee will review this charter annually or as often as it considers necessary.
- 11.2 The Board may change this charter from time to time by resolution.

12 Approved and adopted

This charter was approved and adopted by the Board on 18 November 2020 and amended on 20 June 2024.