



Health, Safety and Environment Committee Charter

February 2023

1. Purpose of the Committee

The role of the Health, Safety and Environment (**HSE**) Committee is to assist the Board to fulfil its responsibilities in relation to:

- a) health, safety and wellbeing; and
- b) environmental matters.

2. Responsibilities

The responsibilities of the HSE Committee are:

Health, Safety and Wellbeing

- Overseeing Contact's health, safety and wellbeing policies, strategy and performance.
- Overseeing Contact's health and safety management system, including regularly reviewing the system and its fitness for purpose, and ensuring that it is reflective of legislative requirements and other industry trends.
- Monitoring the effectiveness of the health, safety, and wellbeing management system.
- Reviewing and recommending for Board approval strategies for achieving health, safety, and wellbeing objectives.
- Overseeing implementation of health, safety, and wellbeing strategies.
- Reviewing and recommending to the Board targets for health, safety, and wellbeing performance.
- Receiving regular reporting and review of health, safety, and wellbeing performance, and assessing performance against agreed targets.
- Regularly monitor and review the Business Assurance work plan, regular reports from Business Assurance and management responses in relation to health, safety, and wellbeing matters.
- Ensuring an appropriate allocation of resources to deliver against health, safety, and wellbeing objectives.

Environment

- Overseeing Contact's environmental policies, strategy and performance.
- Reviewing and recommending to the Board targets for environmental performance and assessing performance against those targets.
- Regularly monitoring and reviewing the Business Assurance work plan, regular reports from Business Assurance and management responses in relation to environmental matters.

Other Responsibilities

- Attending to any other matter put to the HSE Committee from time to time.

3. Composition

- The HSE Committee shall have at least three members and a majority of independent directors.
- The chair and members of the Committee are to be appointed by the Board.
- The Chair of the Board may be the Chair of the Committee.
- The term of each member will be determined by the Board through annual review.

4. Meetings

- The HSE Committee shall meet at least four times a year, and as required to undertake its role effectively.
- A quorum shall comprise two members.
- Meetings will be attended by the Chief Executive, Chief Generation Officer, Chief People Experience Officer, Chief Corporate Affairs Officer, General Counsel, and other members of management, external advisors or third parties as appropriate, at the discretion and invitation of the HSE Committee.
- The Chief Generation Officer acts as secretary of the HSE Committee and attends all meetings of the Committee as required. This role is accountable to the HSE Committee through the HSE Committee Chair on all corporate governance matters and all matters to do with the proper functioning of the HSE Committee.
- The HSE Chair will provide an update to the Board following each meeting of the HSE Committee at the next Board meeting following the HSE Committee meeting.

5. Access to Independent Advice and Resources

- The Committee, and any individual Committee member may, with the approval of the Chair, obtain external independent legal or other professional advice at Contact's expense where the Committee or director considers it necessary to carry out its or his or her functions.
- The Committee has direct access to any resources and information of the company as it may reasonably require.

6. Conflicts of Interest

- Committee members will be invited to disclose conflicts of interest at the start of each meeting. Where members of invitees are deemed to have a real or perceived conflict of interest, they will be excused from committee discussions about the issue where the conflict exists.

7. Approval and Review

- The HSE Committee charter shall be approved by the full Board. The HSE Committee shall regularly review the charter to ensure its relevance and the effectiveness of the HSE Committee and make recommendations for any amendments to the Board.
- The performance of the HSE Committee against this charter will be reviewed every two years.
- To the extent of any inconsistency between this Charter and the Constitution, the Constitution will prevail.