

# **INTRODUCTION**

This Charter sets out:

- 1. Role of the Committee
- 2. Composition
- 3. Role and responsibilities
- 4. Meetings
- 5. Authority and Resources
- 6. Reporting and disclosure
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### 1. ROLE OF THE COMMITTEE

The purpose of the Committee is to (a) assist the Board in the effective discharge of its responsibilities for remuneration matters relating to the Board and senior executives and Company-wide remuneration policies and (b) to ensure the Company has the appropriate Board selection, composition and performance management processes.

### 2. COMPOSITION

The Committee should comprise a minimum of three members all of whom must be non-executive Directors and a majority of whom shall be assessed by the Board to be independent. The Committee shall be chaired by an independent Director.

The appointment and removal of Committee members shall be the responsibility of the Board. Members may resign as a Committee member upon reasonable notice in writing to the members of the Committee. If a Committee member ceases to be a Director of the Board their appointment as a member of the Committee is automatically terminated with immediate effect.

No member of the Committee may earn fees from the Company or any of its subsidiaries other than directors' fees (which fees may include cash and/or shares or options to the extent permitted by law or other in-kind consideration ordinarily available to Directors, as well as all of the regular benefits that other Directors receive). For greater certainty, no member of the Committee shall accept, directly or indirectly, any consulting, advisory or other compensatory fee from the Company.

Individuals who are not members of the Committee, including without limitation, other Directors, the CEO, Chief Financial Officer, External Auditor and the Company Secretary may, if invited by the Chair, attend meetings of the Committee on a regular basis assuming no conflict of interest as determined by the Chair of the Committee.

# 3. ROLE AND RESPONSIBILITIES

The Committee's role is as follows:

#### 3.1 Company Wide Policies and Plans

- a) undertake regular (at least every two years) review of market conditions, economic factors, industry trends, remuneration statistics and trends, and peer remuneration to set the framework for the determination of organisational wide remuneration policies;
- b) review the Company's human resources policies including the Company's Remuneration Policy, Diversity Policy and other related policies (e.g. recruitment, remuneration, training, management, retention and termination policies and procedures for senior executives);
- c) review and make recommendations to the Board in relation to whether there is any gender or other inappropriate bias in remuneration for Directors, senior executives or other employees;



- d) recommend to the Board the structure of employee incentive and equity-based plans including the appropriateness of performance hurdles;
- e) review and approve the measurable outcomes of incentive plans; and
- f) review all compensation disclosure before the Company publicly discloses this information, including in the annual Remuneration Report and in the information circular for annual general meetings.

#### 3.2 CEO and Executive Directors

- a) recommend to the Board the terms and conditions governing the appointment, remuneration and termination of employment of the CEO and Executive Directors;
- b) determine CEO and Executive Director KPIs and recommend them to the Board; and
- c) evaluate the performance of the CEO and Executive Directors in light of those KPIs and recommend to the Board the outcomes of KPI performance.

#### 3.3 Key Management Personnel (KMP) (other than Executive Directors)

- a) review and approve the terms and conditions governing the appointment, remuneration and termination of employment of KMP;
- b) review and approve KMP KPIs; and
- c) approve the recommendation of the CEO in relation to the outcomes of KPI performance of KMP.

#### 3.4 Vice Presidents

a) review the CEO's recommendations in relation to remuneration matters on employees who hold the title of Vice President and who are not KMP.

#### 3.5 Non-Executive Directors

a) review the remuneration of Non-Executive Directors on a regular basis and recommend any changes in remuneration to the Board

#### 3.6 Director Selection and (Re)Appointment

- a) manage the Director selection and (re)appointment process of the Company and make recommendations to the Board, noting the Board retains ultimate responsibility for these practices;
- b) prepare, maintain and implement a board skills matrix to identify any 'gaps' in the skills and experience of the Directors, and if considered appropriate, disclose the matrix in the Company's Corporate Governance Statement which can be found on the ASX website or at <u>www.australisoil.com</u>;
- c) take into consideration the Company's Diversity Policy in recommending new Directors for the Board; and
- d) undertake appropriate checks in respect of each candidate to ensure amongst other things, that they are of good character.



#### 3.7 Size and Composition of the Board

To ensure that the board has the appropriate blend of Directors with the necessary expertise, skills and relevant industry experience the Committee shall:

- a) regularly review the size and composition of the Board, and make recommendations to the Board on any appropriate changes;
- b) identify and assess necessary and desirable set of skills, competencies and experience for the Board, as a whole, and provide advice on the skill, competency and experience levels of the existing Board, as a whole, with a view to enhancing the Board's effectiveness;
- c) make recommendations on appointment and removal of Directors;
- d) make recommendations on whether any Directors whose term in office is due to expire should be nominated for re-election; and
- e) annually review the time and effort commitments required from Directors and whether Directors are meeting that requirement.

#### 3.8 Selection Process of new Directors

- a) The Committee shall annually review the Company's Procedure for Selection and (Re)Appointment of Directors and ensure the process is sufficiently transparent to promote investor understanding and confidence in the process.
- b) The Committee is empowered to engage external consultants in its search for a new Director.
- c) The initial appointment of a new Director is made by the Board. The new Director will then be required to stand for election at the Company's next general meeting.
- d) The Committee will consult with the Board Chair when discussing candidates for the appointments of a new Director(s).
- e) The Committee will ensure that the Company provides securityholders with the required information relevant to a decision on whether or not to elect or re-elect a Director.

#### 3.9 Performance Appraisal Competency

The Committee shall:

- a) develop and maintain a process for evaluation of the performance of the Board and Board committees; and when deemed appropriate by the Board Chair, individual Board members in accordance with the Company's Process for Performance Evaluation;
- b) implement ways of enhancing the competency levels of Directors;
- c) consider the time required by Board members in discharging their duties efficiently;
- d) undertake continual assessment of Directors as to whether they have devoted sufficient time in fulfilling their duties as Directors;
- e) develop a process for and annually carry out an evaluation of the performance of the CEO and Executive Directors;
- f) develop, maintain and implement the Company's *Induction Program*;
- g) ensure new Directors participate in the *Induction Program*; and
- h) provide all Directors with access to ongoing education relevant to their position in the Company.



#### 3.10 Succession Plans

The Committee shall:

- a) determine a formal succession plan for Board members and KMP as and when it is deemed appropriate;
- b) maintain an emergency succession plan for each Board member and KMP; and
- c) review the succession plans and recommend any plan or any amendments to an approved plan to the Board.

Succession plans are to assist in maintaining the appropriate balance of skills, experience and expertise within the Board and KMP.

### 4. **MEETINGS**

#### 4.1 Holding of meetings

- a) The Committee will meet with such frequency as is sufficient to appropriately discharge its duties. It is usual practice for the Committee to meet at least three times a year with further meetings as required.
- b) The Chair may convene a meeting of the Committee at any time, or if so requested by any member of the Committee or a Director, the Company Secretary must convene a meeting of the Committee.
- c) A meeting of the Committee may be held using any means of audio or audio-visual communication by which each Committee member participating can hear and be heard by each other Committee member participating.

#### 4.2 Quorum

The number of members whose presence is necessary to constitute a quorum for a meeting of the Committee is the majority.

#### 4.3 Committee Secretary

The secretary of the Committee shall be the Company Secretary or any other individual that the Committee selects. The proceedings of all meetings will be minuted by the committee secretary. All minutes of the Committee are available for inspection by any Director.

#### 4.4 Committee papers and minutes

The Committee secretary shall distribute an agenda and any related Committee papers (including minutes of the previous Committee meeting) in advance of Committee meetings to the Committee members and other attendees invited by the Committee to attend the meeting.

Minutes of Committee meetings will be included in the papers for the next full Board meeting.

### 5. AUTHORITY and RESOURCES

The Company is to provide the Committee with sufficient resources to undertake its duties. The Committee may seek input from individuals on remuneration policies, but no individual should be directly involved in deciding their own remuneration.

The Committee has the authority, as it deems necessary or appropriate, to engage and compensate external consultants or specialists for advice in relation to remuneration related matters.



# 6. REPORTING AND DISCLOSURE

The Committee will:

- a) regularly report to the Board on all matters relevant to the Committee's role and responsibilities;
- b) report and, as appropriate, make recommendations to the Board after each Committee meeting on matters dealt with by the Committee; and
- c) as and when appropriate, seek direction and guidance from the Board on remuneration and human resource risk management and compliance matters.

Minutes of Committee meetings will be included in the papers for the next full Board meeting.

# 7. COMMITTEE PERFORMANCE

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

The Committee shall make an evaluation of its performance at least annually to determine whether it is functioning effectively by reference to current best practice.

# 8. CLAWBACK POLICY

If the Company becomes aware of a material misstatement in its financial statements or some other event has occurred which, as a result, Executive Management should not have received some or all its performance-based remuneration (the Overpayment), the Committee will recommend to the Board the amount the Board may claw back in accordance with the terms of the applicable incentive or equity plan.

Such claw back may involve:

- a) requiring the person to pay back the Overpayment; or
- b) adjusting the current year incentives or fixed remuneration of that person to take account of the Overpayment.

The Committee will review this claw back policy at least annually and make recommendations to the Board as to any changes it considers should be made.



# 9. **DEFINITIONS**

For the purpose of this Charter the following definitions apply:

ASX means the Australian Securities Exchange

Australis or Company means Australis Oil & Gas Limited and its subsidiaries and joint ventures in which Australis and/or a subsidiary owns a controlling interest

Board means the board of Directors of the Company

**CEO** means the person acting in the capacity as the Chief Executive Officer of the Company or the consolidated corporate group

Chair means the chair of the Committee

Charter means Australis' Remuneration and Nomination Committee charter

**Committee** or **Remuneration and Nomination Committee** means the remuneration and nomination committee of the Board with the specific powers delegated as set out in the Charter

Company Secretary means the secretary of the Company from time to time

**Director** means a member of the Board

Executive Director means members of the Board holding an executive position within the Company

**Executive Management** means a manager of Vice President level or above and the Chief Executive Officer, Chief Financial Officer, Chief Corporate Officer and Company Secretary

External Auditor means the Company's independent auditor.

KPI means key performance indicators

KMP means Key Management Personnel and has the meaning given in the Corporations Act 2001 (Cth)

Non Executive Directors means Directors of the Board who are not Executive Directors

### **10. FURTHER INFORMATION**

For further information, clarification or questions regarding the content or application of this Charter please contact the Company Secretary.

Reviewed by the Board: 22 August 2023