

OPERATION & GOVERNANCE COMMITTEE CHARTER

PURPOSE

The purpose of this Charter is to define the role, responsibilities, composition, and proceedings of the Operation & Governance Committee of the Financial Integrity Hub (FIH). The Charter establishes the framework through which the Committee supports the FIH in monitoring risk, ensuring compliance, and promoting continuous evaluation to enhance governance and achieve strategic objectives.

ROLE

The Operation & Governance Committee provides advice and oversight on FIH's risk management and compliance frameworks. It ensures that risks are identified, assessed, and mitigated and that FIH operates in accordance with legal, policy, and ethical standards. The Committee plays a key role in the ongoing evaluation of FIH's strategic initiatives, supporting continuous improvement, agility, and effective resource allocation.

RESPONSIBILITIES OF THE COMMITTEE

In carrying out its role, the key responsibilities of the Committee include the activities outlined in the following section. In meeting these responsibilities, the Committee will receive and consider information prepared by other FIH groups, committees, and leadership, making relevant queries of leadership as necessary.

1. Reviewing the progress of Key Actions under the FIH Strategic Plan on a quarterly basis, providing feedback and recommendations to the Reference Advisory Group.
2. Identifying emerging risks and compliance issues that may affect FIH's ability to achieve its objectives and advising on appropriate mitigation strategies.
3. Assessing FIH's internal controls, policies, and procedures to ensure they are effective, proportionate, and fit for purpose.
4. Advising the Director and Reference Advisory Group on compliance obligations relevant to FIH operations.
5. Evaluating the adequacy of FIH's responses to incidents, breaches, or complaints, and recommending improvements where necessary.
6. Supporting a culture of continuous evaluation and adaptation by promoting best practices in risk management, compliance, and governance.
7. Recommending adjustments to FIH initiatives, processes, or resource allocations based on insights from reviews and evaluations.
8. Developing the FIH policies and procedure as required, and FIH Annual Report.
9. Ensuring effective coordination and information sharing between FIH committees.
10. Providing input into the evaluation of partnerships, projects, and funding proposals from a risk and operation perspective.
11. Advising on data privacy, security, and ethical considerations relevant to FIH's research and operational activities.

COMPOSITION OF THE COMMITTEE

- The Committee will be chaired by the FIH Director or delegate.
- Standing members will include:

- A designated member of the Reference Advisory Group
- The FIH Director (or their delegate)
- Placement Student (PACE or other) assigned to the Committee
- Additional attendees may be invited at the discretion of the Chair, including subject matter experts or members of other FIH committees.
- Secretariat support will be provided by the PACE Student as designated by the Director.
- Members are expected to actively participate in discussions and contribute to the effective functioning of the Committee.

PROCEEDINGS OF THE COMMITTEE

- The Committee will meet at least twice per academic session, with additional meetings scheduled as required.
- Meetings may be held in person or via teleconference.
- Recommendations from the Committee are advisory in nature and will be submitted to the Reference Advisory Group and Director for consideration and action.
- The Committee may establish working groups to address specific tasks or areas of focus, as agreed by the Chair.

Approved by the Financial Integrity Hub

28 May 2025