

SUSTAINABILITY COMMITTEE

The Record Sustainability Committee meets monthly to discuss matters regarding Environmental, Social and Governance (ESG) factors at a firm-, product- and industry-level. The aim of the committee is to facilitate a coordinated and proactive response to such issues and opportunities, with members spanning across teams and levels of seniority. The committee is chaired by the Sustainability Officers, who acts as conduit between the committee and the Senior Sustainability Office (SSO), which directly and proactively works with the Board on matters of sustainability. The SSO, Sustainability Officer and ESG Committee together constitute the Record Sustainability Office, which serves to maintain sustainability as a focus both within investment strategy and across the business as a whole, for the benefit of all stakeholders.

TERMS OF REFERENCE

1. PURPOSE

- 1.1 Fix ESG at the heart of the company, in relation to corporate responsibility, investment strategy, and risk management, ensuring regular assessment, adaptation, and innovation of policy and decision-making across the company in order to secure optimal financial and non-financial benefits to all stakeholders.
- 1.2 Maintain and orchestrate internal communications, disseminating information throughout the firm to raise awareness of progress and targets. Visibility will be sustained up to board-level.
- 1.3 Facilitate sound investment and decision-making by ensuring appropriate ESG consideration and reporting in investment management meetings and systematic processes.
- 1.4 Guide product development in our research efforts, encouraging and enhancing innovation in ESG/Impact strategies.
- 1.5 Manage administration and memberships to various sustainable investment initiatives and events, adhering to reporting mandates and encouraging ESG disclosures among clients and counterparties.
- 1.6 Support and guide internal governance in collaboration with Human Resources, to develop and maintain an internal culture and external reputation that reflects and perpetuates the firm's principles.
- 1.7 Keep ears to the market, staying up-to-date with market movements and contributing to current debate.
- 1.8 Find and lead research collaboration opportunities to broaden our perspectives and put forward those of Record.

2. MEMBERSHIP AND QUORUM

- 2.1 Members will span across departments and across levels of seniority.
- 2.2 It is required that at least one board member attend each meeting.
- 2.3 The quorum is at least 4 members.

3. MEETINGS

- 3.1 The committee will meet at least once a month.
- 3.2 Meetings may be held virtually or in person, or a mixture of both.
- 3.3 Any member may call a meeting.
- 3.4 Every meeting will be preceded by an agenda of the items to be discussed.
- 3.5 Minutes will be taken and shared with the group after each meeting.