

## **Institutional Regulations of the Audit Committee of Stichting Cordaid and Stichting ICCO**

Under Article 11(3) of the Bylaws of Stichting Cordaid and Article 10 (3) of the Bylaws of Stichting ICCO, the Supervisory Board of both foundations (hereinafter referred to as "Supervisory Board") is authorised to designate one or more persons from among its members or otherwise to inspect the books and records of both foundations. To this end, Cordaid's Supervisory Board has established an Audit Committee (hereinafter referred to as "AC") to assist it in monitoring the course of business within the organisation. In accordance with the SBF Code of Good Governance Article 2.7, the statutory management is responsible for the quality and completeness of the financial reporting and the Supervisory Board ensures that the statutory management fulfils this task. The AC is part of the Supervisory Board's desire to establish its governance responsibilities within Cordaid and ICCO.

The Chief Financial Officer will provide administrative and secretarial support to the AC and ensure that the involvement of the AC is included in the planning of the various work processes.

### **Adoption**

1. These Regulations were adopted at the meeting of the Supervisory Board on 15 December 2020 and declared applicable to Stichting Cordaid and Stichting ICCO. These Regulations may be amended by a resolution of the Supervisory Board.

### **Composition**

1. The AC consists of a minimum of two members of the Supervisory Board.
2. The Chief Financial Officer (CFO), Corporate Controller and Internal Auditor attend AC meetings as advisors to the AC. The CFO prepares the meeting of the AC.

### **Tasks & Responsibilities**

1. In its work, the AC focuses on:
  - The budget
  - The financial statements
  - The periodic, interim reports and forecasts
  - The system of internal and external audits
  - The system and implementation of risk management

In doing so, the AC will focus primarily on the reporting and assessment system used. In its work, the AC will also consider how Cordaid complies with current laws and regulations (including Guideline 650 Reporting by Fundraising Institutions).

2. The AC conducts a discussion with the external auditor once a year in the preparation of the financial statements. In preparation, the AC also receives the auditor's management letter to the Management Board.
3. The AC, together with the Management Board, will make a thorough assessment of the performance of the external auditor at least once every 5 (five) years. Its main conclusions are communicated to the Supervisory Board for the purpose of assessing the appointment of the external auditor.
4. The AC reports its findings to the Supervisory Board through a report of its deliberations and findings.