

HUMAN RESOURCES & REMUNERATION PANEL

Terms of Reference

Human Resources & Remuneration Panel (HRRP)

March 2019

1. AIMS AND OBJECTIVES

The overall aim of the Human Resources & Remuneration Panel (HRRP) is to assist the FIH Executive Board to execute its responsibilities for the leadership of the hockey in line with the strategic priorities of FIH.

2. AUTHORITY, STRUCTURE AND MEMBERSHIP

2.1 The HRRP Panel derives its authority from the FIH Executive Board, and members will be appointed by the Executive Board.

2.2 The members agree to be bound by and to comply with the Integrity Code, the Committee and Panel protocols established by FIH the Executive Board, and any other applicable FIH Regulations.

2.3 The membership of the HRRP is as follows:

Board	Executive	By Invitation
1 x Chair 3 x Executive Board Members Secretary is a member of FIH Staff The President is an ex-officio member of the Panel but does not have the right to vote.	The CEO is an ex-officio member of the Panel but does not have the right to vote, however will refer items from time to time.	Other Board members

2.4 Gender Equality

The HRRP aspires to 50/50 representation aligned to the FIH Gender Equality Policy.

2.5 Competencies/Attributes

- Human resource and employment law knowledge and capability.
- Sound senior management and leadership experience.
- To enjoy the support and respect of the FIH Executive Board and CEO.
- Governance and constitutional knowledge and capability.

3. RESPONSIBILITIES

3.1. To manage the contractual relationship with the CEO on behalf of the board.

- To establish and review employment contracts and job descriptions.
- To agree/set annual performance objectives which should be monitored twice a year.
- To provide robust process for all Board and whoever else is appropriate to give transparent quantifiable feedback on CEO's performance.
- To provide regular feedback to CEO on performance.

- To monitor and set competitive remuneration

Delegated Authorities:

- Chair to have working relationship with CEO.

3.2. HR Policy/ Strategy

To act as sounding board for HR Policy/Strategy prior to full Board signing off.

- To provide guidance to the CEO concerning HR and staffing procedures.
- To assist in resolving any HR-related risk issues and collaborating with the FRCP as required.

Delegated Authorities:

- CEO to make recommendation to HRRP, HRRP to make recommendation only to the Board.

3.3. Executive Board

- In collaboration with the Governance Panel, to undertake the induction process of new Board members, ensuring appropriate documentation (EB Manual) is updated as required.

4. STRATEGIC PRIORITIES

To assist in implementing the FIH Strategic Plan, the Panel has established the following priorities:

- To support the CEO with regards to increasing professionalism with the teams.

5. WORKING METHOD

Upon request to the FIH, meet physically once a year or via conference call, or at the request of CEO or Chair. Physical Meetings should coincide with Executive Board meetings so as not to incur additional costs.

6. TERM OF PANEL

The Panel will be appointed on a biennial basis.