

## MANDATE OF THE AUDIT COMMITTEE

---

### 1. Constitution

There is hereby established a committee of the Board of Directors (hereinafter the “Board”) of Caisse de dépôt et placement du Québec (hereinafter “La Caisse”) called the Audit Committee.

(Section 13.3 of the Act)

### 2. Composition

The Committee is composed of independent members of the Board. The Committee must include members with accounting or financial expertise.

At least one member of the committee must be a member of the professional order of accountants mentioned in the *Professional Code* (chapter C-26).

(Section 13.4 of the Act)

### 3. Guests

Other Board members may be invited to take part in committee meetings on a regular or occasional basis without being members of the Committee or having voting rights.

The Chair of the Board may take part in any meeting of the Committee.

(Section 13.7 of the Act)

Upon invitation by the Committee, any other person may attend, in whole or in part, a meeting, when the Committee considers it necessary or desirable.

### 4. Meetings

Regular meetings are held on the dates, at the times and locations set by the Board. They are called through a notification sent to members by the Secretary or the Assistant Secretary on behalf of the Committee Chair. They are held without notice if the members consent to the holding of such meetings. The presence of a member at a meeting indicates his consent.

An extraordinary meeting may be called at any time by the Committee Chair, the Chair of the Board, the President and Chief Executive Officer, one of the Committee members, the Head of Internal Audit, the Executive Vice-President and Chief Financial and Operations Officer or the co-audits.

### 5. Quorum

A majority of members must be present to form a quorum of a board Committee. In the absence of a quorum, the Chair of the Board may, if he is not a member of the Committee, and at the request of the Committee Chair, serve as a member for this meeting and have voting rights.

(Section 20 of the Internal by-law)

### 6. Chair

The Committee Chair, as designated by the Board from among independent members, chairs the Committee meetings. When the Committee Chair is unable

to attend a meeting, the Chair of the Board or a member of the Committee may act as Chair for this meeting.

(Section 21 of the Internal by-law)

## 7. Secretariat

The Secretary or Assistant Secretary of La Caisse may serve as secretary.

## 8. Mandate

The Committee sees that the financial statements accurately reflect La Caisse's financial position. It plays an essential role in the sound financial governance of La Caisse, particularly in the oversight of the internal audit and co-auditors function, as well as financial reporting and communication.

The responsibilities of the Audit Committee include:

### Oversee financial reporting

- a) Monitor the quality and integrity of La Caisse's process for preparing financial statements and evaluating investments, performance calculations, and cash elements, including liquidity, leverage, and financing, through discussions with management, the co-auditors, and Internal Audit
- b) Review the financial statements with the co-auditors and recommend them to the Board for approval  
(Sections 13.1 (3), 13.8 (8 and 9) of the Act)
- c) Prior to public disclosure, review press releases that accompany financial statements (to the extent such releases discuss the financial position, performance, or operating results of La Caisse and recommend them to the Board for approval)
- d) Review the report on La Caisse's compliance with the Global Investment Performance Standards (GIPS)
- e) Periodically review oversight of operating expenses and other fees
- f) Review any activity likely to be detrimental to La Caisse's financial health that is brought to its attention by Internal Audit or an officer and verify the consistency of disclosure with the documents reviewed by the Committee  
(Section 13.8 (6) of the Act)
- g) Review the results of the external audit, any significant problems encountered by the co-auditors in performing the audit, and management's comments or action plan related to any Management letter issued by the co-auditors and any significant recommendations contained therein

### Oversee internal controls

- h) See that internal control mechanisms are put in place and ensure that they are sufficient and effective, including internal controls aimed at preventing and detecting fraud and corruption; appraise the integrity of

information disclosure controls and information systems, and report on this to the Board

(Sections 13.2, 13.8 (1) of the Act)

- i) Oversee the implementation of a resilience strategy to ensure business continuity
- j) Make sure that a plan for the optimal utilization of La Caisse's resources is put in place and follow up on that process  
(Section 13.8 (3) of the Act)
- k) Review, at least every three years, La Caisse's policies that are under the responsibility of the Committee, recommend them to the Board for approval and receive reports on their application, when required
- l) Review the fiscal aspects inherent to La Caisse's activities
- m) Oversee the implementation of adequate insurance coverage
- n) Review the cybersecurity program
- o) Request that a special audit be carried out if necessary
- p) Review with the Executive Vice-President, Legal Affairs, Compliance and Secretariat, any matter of a legal nature arising from litigation, claims or non-compliance with regulations that could have a significant effect on La Caisse's financial position
- q) Review with the Executive Vice-President, Legal Affairs, Compliance and Secretariat, reports on compliance with the holding limits set by the Act, the risk limits stipulated in the Integrated Risk Management Policy and investments policies, as well as the requirements of the depositors' investment policies
- r) Review the measures to assess the effectiveness and performance of La Caisse, including benchmarking with similar enterprises, and recommend them to the Board for adoption; these measures are to be carried out every three years by an independent firm

(Section 13.1 (15°) and 46 (n) of the Act)

#### Internal Audit monitoring

- s) Hear Internal Audit on the application of paragraphs h), and j)  
(Section 13.8 (5) of the Act)
- t) Review and approve, at least every three years, La Caisse's Internal Audit Charter
- u) Approve, on a quarterly basis, La Caisse's internal audit plan, including the objectives, audit scope, staffing, calendar of audit activities, and oversee its execution  
(Section 13.8 (7) of the Act)
- v) Review, on a semi-annual basis, the internal audit plan of CDPQ Infra
- w) Review periodic Internal Audit reports on monitoring ongoing work and the recommendations arising from audit reports, review any significant

disagreements between management and Internal Audit with regard to required systems and controls

- x) Review matters that may affect the independence of Internal Audit such as the position of the Internal Audit function within La Caisse's organizational structure
- y) Confirm the appointment and the termination of the Head of Internal Audit
- z) Assess, at least every five years, the effectiveness of Internal Audit (following a formal exercise conducted by external parties)
- aa) Communicate annually to the President and Chief Executive Officer or to the Executive Vice-President to whom reports the Head of Internal Audit their assessment of their performance
- bb) Ensure that the Head of Internal Audit, has direct access to the Committee Chair and meets with him regularly in the absence of management
- cc) Supervise the activities of the Internal Audit department  
(Section 13.9.1 of the Act)

Oversight of co-auditors

- dd) Recommend to the Board the appointment of an external auditor, subject to section 48 of the Act respecting La Caisse  
(Sections 13.1 (9), 48 of the Act)
- ee) Evaluate and approve the remuneration for the external auditors and monitor their qualifications, performance and independence
- ff) At least annually, review the annual audit plan summary formulated by the co-auditors and, together with them, review any major changes made to the plan
- gg) Discuss with the co-auditors not only the acceptability but also the quality of La Caisse's accounting principles, including i) all critical accounting policies and practices used, ii) any alternative treatments of financial information that have been discussed with management, the ramifications of their use, and the treatment preferred by the co-auditors, and iii) any other material written communications between La Caisse and the co-auditors (including any disagreements with management and any audit problems or difficulties and management's response)
- hh) At least annually, review a report by the co-auditors describing their internal quality-control procedures, any material issues raised by the most recent internal quality control review of their firm, or peer review, or by any inquiry or investigation by government or professional authorities, within the preceding five years, respecting one or more audits carried out by the co-auditors, and any steps taken to deal with any such issues
- ii) At least annually, review the formal written statement from the external auditors stating all relationships the external auditors have with La Caisse and confirming their independence, and hold discussions with the external

auditors as to any relationship or services that may impact their objectivity or independence

- jj) Ensure honest, open communication between the Audit Committee, the co-auditors and the Head of Internal Audit

#### Finance and Operations group

- kk) Discuss the appointment and the termination of Executive Vice-President and Chief Financial and Operations Officer
- ll) Review annually the Finance and Operations group's business plan and strategic priorities
- mm) Annually communicate to the President and Chief Executive Officer its assessment of the performance of the Executive Vice-President and Chief Financial and Operations Officer
- nn) In collaboration with the Human Resources Committee and the President and Chief Executive Officer, review the succession plan for the Executive Vice-President and Chief Financial and Operations Officer
- oo) Ensure that the Executive Vice-President and Chief Financial and Operations Officer has direct access to the Committee Chair and meet with him regularly in the absence of management

#### Mandate and assessment of Committee performance

- pp) Together with the Governance and Ethics Committee, carry out every other year an assessment of the adequacy of its mandate and carry out annually an assessment of its performance

## **9. Other mandates**

The Committee carries out other mandates entrusted to it by the Board.

## **10. Resources**

The President and Chief Executive Officer shall see that the Committee has adequate human, material and financial resources, particularly as regards external experts, to perform its functions.

(Section 5.13 of the Act)

When the Committee wishes to use the services of external experts, it shall send, for information purposes, prior notice to the Chair of the Governance and Ethics Committee, with copies to the Chair of the Board and the President and Chief Executive Officer. This notice shall include a description of the mandate and the budget. The Chair of the Board shall inform the Board when such mandates are granted.

To fulfill its responsibilities, the Committee may consult all La Caisse records and contact any officer, employee or auditor, if that is justified to exercise its duties.

(Section 17 of the Internal by-law)

## **11. Private meetings**

As part of its mandate, the Committee holds private discussion sessions with the Head of Internal Audit, the Executive Vice-President and Chief Financial and Operations Officer. It may, if necessary, hold private discussion sessions with the President and Chief Executive Officer.

The Committee members regularly meet at the beginning or end of a meeting, with or without management being present.

Any Committee member may ask the Chair that a Committee meeting, or any part of it, be held without management being present.

## **12. Notice to the Board**

The Audit Committee shall notify the Board in writing on finding operations or management practices that are unsound or not in compliance with laws, regulations or the policies of La Caisse or the legal persons, other than those referred to in section 37.1 of the La Caisse Act, of which La Caisse holds at least 90% of the common shares directly or indirectly.

(Section 13.9 of the Act)

## **13. Reports**

The Committee shall report to the Board on the results of its work after each of its meetings. This report contains in particular the recommendations that it considers necessary.

(Section 18 of the Internal by-law)

The Committee shall also submit to the Board a summary of its proceedings to be included in La Caisse's annual report. This summary shall discuss the performance of its mandate and the plan for the optimal utilization of La Caisse's resources.

(Sections 13.6 and 46 (j) of the Act)

Records of deliberations of the Committee are made available to members of the Board for information once approved.

(Section 19 of the Internal by-law)

---

The numbers in parentheses refer to the corresponding sections in the *Act respecting the Caisse de dépôt et placement du Québec* or the *Internal by-law of Caisse de dépôt et placement du Québec*.