

## **Corporate Governance Committee Charter**

The Board of Directors (the “Board”) of Conduent Incorporated (the “Company”) is committed to Board excellence and responsible governance to justly and fairly protect all shareholder interests. To further those objectives, it has formed the Corporate Governance Committee (the “Committee”) with the purpose, composition, authority, and duties and responsibilities, as follows:

### **Purpose**

The purpose of the Committee is to consider and recommend to the Board on matters relating to: (1) defining the qualifications of Board members and identifying and recommending potential Board members, (2) director compensation, (3) membership for each Board committee, (4) oversight of the evaluation of the Board, (5) developing and recommending to the Board a set of corporate governance principles, (6) oversight of the Company’s material strategies regarding corporate social responsibility, consistent with the Company’s business strategy, and (7) other corporate governance matters, including any related to the federal securities laws.

### **Committee Composition**

The members of the Committee shall be appointed by the Board. The Committee will be composed of not less than three Board members. Each member of the Committee shall be “independent” in accordance with requirements of the Nasdaq Global Stock Market (“Nasdaq”) and the rules and regulations of the Securities and Exchange Commission (“SEC”), as determined by the Board in its business judgment. The Chair of the Committee shall be designated by the Board.

Members of the Committee shall serve until their successors are duly elected and qualified or their earlier resignation or removal. The Board may replace any member of the Committee at any time.

### **Committee Meetings**

The Committee shall meet in person or telephonically, at least three times a year, at such times and places as determined by the Chair of the Committee. The Committee shall meet in executive session without the presence of any members of management as often as it deems appropriate. The Chair of the Committee, in consultation with other members of the Committee and, where appropriate, management, will develop the master agenda for the Committee meetings. A majority of the members of the Committee shall constitute a quorum for the transaction of business. The Committee shall maintain written minutes of its meetings, which will be filed with the meeting minutes of the Board. The Committee shall report to the Board periodically.

### **Authority and Resources**

The Committee may conduct or authorize investigations into or studies of matters within the Committee’s scope of responsibilities. In connection therewith, the Committee shall have full access to all relevant records and personnel of the Company and may request any other Board members, officer or employee of the Company, the Company’s outside counsel, or any Advisor (as defined below) to attend a Committee meeting. The Committee may delegate any of its responsibilities to such person or persons, including officers or employees of the Company or any of its Committee members, except to the extent otherwise prohibited by applicable law or the rules and regulations of the SEC or Nasdaq. The Committee has the right, in its sole discretion, to retain or obtain advice, reports or opinions from such internal and external counsel, director search firms, compensation consultants and other experts and

advisors (each, an “Advisor”) as it deems necessary or appropriate to assist it in the full performance of its duties and responsibilities. The Committee shall be directly responsible for the scope and oversight of the work of any Advisor retained by the Committee. The Company shall provide for appropriate funding, as determined by the Committee, for payment of reasonable compensation to any Advisor retained by the Committee. The Committee shall evaluate whether any compensation consultant retained or to be retained by it has any conflict of interest in accordance with Item 407(e)(3)(iv) of Regulation S-K, as may be amended from time to time.

Notwithstanding anything else contained in this charter to the contrary, the Committee shall not be empowered to approve matters that applicable law, the Company’s Restated Certificate of Incorporation (the “Charter”) or the Company’s Amended and Restated By-Laws (the “By-Laws”) require to be approved by a vote of the full Board.

## **Duties and Responsibilities**

The Committee shall:

### Corporate Governance Responsibilities

1. Identify, screen and recommend candidates for membership on the Board to fill vacancies and newly created directorships, consistent with the criteria recommended by the Committee and approved by the Board, both in connection with the annual meeting of shareholders and at other times a vacancy or newly created directorship may exist. Consider director nominees proposed by shareholders.
2. Make recommendations to the Board regarding the retention, selection and approval of the nominees for director to be submitted to a shareholder vote at the annual meeting of shareholders or for appointment by the Board. In connection with the foregoing, ensure that the Board reflects the appropriate balance of knowledge, experience, skills, expertise and diversity required for the Board as a whole and contains at least the minimum number of independent directors required by Nasdaq listing standards.
3. Periodically review and make recommendations to the Board concerning the size, structure, membership qualifications, composition, and procedures of the Board and Board committees. Periodically consider the creation or elimination of Committees. Recommend to the Board individual directors to fill any vacancy that may occur on any committee.
4. Review and make recommendations to the Board concerning the Company’s policies regarding the length of Board service and retirement age for Board members. Periodically review, as appropriate, the service of all Board members on the boards of other public companies with consideration to the substantial time commitment required of directors and make such recommendations to the Board as the Committee may deem advisable.
5. Review and assess the independence of each director in accordance with the Company’s Corporate Governance Guidelines, applicable Nasdaq listing standards and federal rules and regulations, at least annually, as well as when there are changes to a director’s principal employment or other affiliations, and make recommendations to the Board regarding the independence of each director. The Committee shall also review the suitability for continued service as a director of each Board member when considering directors for re-nomination, and if any Board member has a significant change in status, including but not limited to an employment change.
6. Review all director compensation and benefits for service on the Board and Board committees at least once a year and recommend any changes to the Board as necessary.
7. Consider matters of corporate governance, including developments, trends and best practices,

and periodically review the Company's corporate governance policies, including the Corporate Governance Guidelines, the Charter and the By-Laws, and recommend to the Board modifications as appropriate.

8. Monitor compliance with the Company's Code of Business Conduct and Ethics for members of the Board.
9. Review and approve, as appropriate, any transaction between the Company and any related person (as defined in Item 404 of Regulation S-K) in accordance with the Company's Related Person Transactions Policy and oversee the administration of such policy.
10. Review and recommend, as appropriate, director orientation for newly elected members of the Board and continuing director education programs for members of the Board.
11. Provide oversight of and make recommendations to the Board regarding the Company's response to shareholder proposals submitted to the Company for consideration at the Company's annual meeting of shareholders.
12. Review and discuss with management disclosure of the Company's corporate governance practices to be included in the Company's proxy statement or annual report on Form 10-K, as applicable.
13. Oversee the annual performance evaluation process of the Board and Board committees, and perform a self-evaluation of the Committee no less than annually.

#### Social Responsibility and Public Policy Responsibilities

14. Review the Company's policies, programs and practices on the social responsibility focus areas.
15. Review and monitor the development and implementation of the initiatives the Company may establish from time to time for its performance with respect to its social responsibility focus areas, the development of metrics and procedures to gauge progress toward achievement of those initiatives, and the Company's progress against those initiatives.
16. Review any significant change in the Company's communication plans, the Corporate Social Responsibility Report, and any other material external communications regarding corporate social responsibility.
17. Identify, evaluate, and monitor environmental, social and related public policy trends, issues, risks and concerns, domestic and foreign, which affect or could affect the Company's business activities and performance, and make recommendations to the Board regarding such efforts.

#### Other Responsibilities

18. Annually review and reassess the adequacy of the Committee's charter, structure, processes and membership requirements, and submit any recommended changes to the Board.
19. Report to the Board at each meeting of the Board the deliberations, actions and recommendations of the Committee since the last Board meeting and such other matters as the Board shall from time to time specify and apprise the Board on key trends in corporate social responsibility.
20. Perform such other functions as may be required by law, the rules and regulations of the SEC or Nasdaq, the Corporate Governance Guidelines or the Board.