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## **Terms of Reference (TOR) for Human Resource Management Committee (HRMC)**

### **1. Composition:**

The Human Resource Management Committee (HRMC) shall be a functional committee established by the board.

### **2. Purpose:**

The Human Resource Management Committee (HRMC) will be a means by which the Board can get guidance on the human resources management of the CMSF. Its primary responsibility will include reviewing, monitoring and making recommendations to the Board of Governors on CMSF's human resources recruitment strategies and policies.

### **3. Membership of the committee:**

**As per Rule-5 sub rule- 15 ((iii)),** The Board shall formulate necessary committee or subcommittee to accomplish the objectives and purpose of the Fund as mentioned at sub-clause (ii).

**As per Rule-5 sub rule- 15 (iv)** The Board shall fix the terms of reference (TOR) of the committee or the sub-committee.

### **4. Responsibilities:**

The committee will be responsible for CMSF's human resources management activities. In this regard, the specific responsibilities that the committee will carry out on behalf of the Board are as follows:

Review, monitor and make recommendations to the Board of Governors on the CMSF's human resources strategies and policies that pertain to staffing, compensation, benefits, and related issues of strategic importance that directly affect CMSF's ability to recruit, develop and retain the highly-qualified staff needed for it to achieve its mandate.

## **5. Meetings**

The committee will meet as often as it considers necessary.

## **6. Reporting Authority**

- a. The HRMC shall be responsible and accountable to the Board.
- b. HRMC shall perform their duties as per the terms of reference (TOR) as determined by the Board from time to time.