



POSITION DESCRIPTION: CHIEF OPERATING OFFICER

FEBRUARY 2020



WSP GLOBAL INC. (THE "CORPORATION")

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The board of directors of the Corporation (the "**Board** ") has adopted a position description for the chief operating officer of the Corporation (the "**COO**"). The COO shall have the primary responsibility of leading the day-to-day operations of the business of the Corporation and its subsidiaries in accordance with the strategic plan and operating and capital budgets.

The COO reports to the Corporation's President and Chief Executive Officer (the "**CEO**").

Without limiting the generality of the foregoing, primary responsibilities of the COO are to:

- 1 oversee the day-to-day operations of the business of Corporation;
- 2 develop, in collaboration with the CEO and the Chief Financial Officer (the "**CFO** "), an annual operating plan that supports the Corporation's long term operations strategy;
- 3 assist the CEO and the CFO in developing and overseeing the long term business strategies of the Corporation;
- 4 assist the CEO in overseeing the Corporation's achievement and maintenance of a satisfactory competitive position within its industry;
- 5 keep the CEO fully informed in a timely and candid manner of the conduct of the day-to-day operations of the Corporation towards the achievement of its established goals and of all material deviations from the goals or objectives and policies established by the Board;
- 6 with respect to operational matters, ensure communications, resolution of issues and project development;
- 7 ensure the development of health and safety practices for the Corporation and oversee compliance with those practices;
- 8 be available to brief the CEO on operational matters for review in advance of meetings of the Board;
- 9 as requested by the Board, attend meetings of the Board and its Committees and present the information necessary or relevant to the Board or such Committee for discharging its duties;
- 10 foster a corporate culture that promotes ethical practices, client focus and service and encourages individual integrity;
- 11 ensure the highest standards of client service and project delivery;
- 12 promote the exchange of technical expertise across the Corporation;
- 13 maintain a positive and ethical work climate that is conducive to attracting, retaining and motivating a diverse group of top-quality employees at all levels;



- 14 assess and manage the principal risks to the Corporation's business within operations (proposals, projects and staffing);
- 15 ensure that there is an effective succession plan in place for the COO position and other key executives of the Corporation reporting to the COO;
- 16 assist the CEO in establishing an appropriate organizational structure;
- 17 evaluate the performance of senior executives of the Corporation reporting to the COO; and
- 18 perform other functions related to the office of the COO or as may be requested by the CEO or the Board.