

# **FOUNDATION MEDICINE, INC.**

## **COMPENSATION COMMITTEE CHARTER**

### **I. General Statement of Purpose**

The Compensation Committee of the Board of Directors (the “Compensation Committee”) of Foundation Medicine, Inc. (the “Company”), on behalf of the Board of Directors (the “Board”), discharges delegated portions of the Board’s responsibilities relating to compensation of the Company’s directors and executives, oversees the Company’s overall compensation structure, policies and programs, reviews the Company’s processes and procedures for the consideration and determination of director and executive compensation, and is responsible for producing a report for inclusion in the Company’s proxy statement relating to its annual meeting of stockholders or annual report on Form 10-K, in accordance with applicable rules and regulations. The primary objective of the Compensation Committee is to develop and implement compensation policies and plans that ensure the attraction and retention of key management personnel, the motivation of management to achieve the Company’s corporate goals and strategies, and the alignment of the interests of management with the long-term interests of the Company’s stockholders.

### **II. Compensation Committee Composition**

The number of individuals serving on the Compensation Committee shall be fixed by the Board from time to time but shall consist of no fewer than two members, each of whom shall satisfy the independence standards established pursuant to Rules 5605(a)(2) and 5605(d) of the NASDAQ Stock Market Rules, subject to any applicable exceptions contained in the NASDAQ Stock Market Rules. In determining the members of the Compensation Committee, the Board will consider whether the members qualify as “non-employee directors” as defined in Rule 16b-3 under the Securities Exchange Act of 1934, as amended (the “Exchange Act”), and as “outside directors” as defined in Section 162(m) of the Internal Revenue Code of 1986, as amended (“Section 162(m”).

The members of the Compensation Committee shall be appointed annually by the Board and may be replaced or removed by the Board at any time, with or without cause. Resignation or removal of a Director from the Board, for whatever reason, shall automatically constitute resignation or removal, as applicable, from the Compensation Committee. Vacancies occurring, for whatever reason, may be filled by the Board. The Board shall designate one member of the Compensation Committee to serve as Chairperson of the Compensation Committee.

### **III. Meetings**

The Compensation Committee shall meet as often as it determines is appropriate to carry out its responsibilities, which meetings shall be in person or by telephone conference or other communications equipment by means of which all persons participating in the meeting can hear each other. A majority of the members of the Compensation Committee shall constitute a quorum for purposes of holding a meeting and the Compensation Committee may act by a vote of a majority of members present at such meeting. In lieu of a meeting, the Compensation

Committee may act by unanimous written consent in accordance with the Company's bylaws. The Chairperson of the Compensation Committee, in consultation with the other members and management, may set meeting agendas consistent with this Charter.

#### **IV. Compensation Committee Activities**

The Compensation Committee's purpose and responsibilities shall be to:

##### **A. Review of Charter**

- Review and reassess the adequacy of this Charter annually and submit any proposed changes to the Board for approval.

##### **B. Processes and Procedures for Considering and Determining Director and Executive Compensation**

- Review and reassess periodically (and where appropriate, make such recommendations to the Board as the Compensation Committee deems advisable with regard to) the Company's processes and procedures for the consideration and determination of director and executive compensation, and review and discuss with management any description of such processes and procedures to be included in the Company's proxy statement.

##### **C. Compensation Committee Report**

- Review and discuss with management the Compensation Discussion and Analysis, if required, to be included in the Company's proxy statement or annual report on Form 10-K ("CD&A").
- Based on the Compensation Committee's review and discussions with management of the CD&A, if required, make a recommendation to the Board that the CD&A be included in the Company's proxy statement or annual report on Form 10-K.
- Prepare the Compensation Committee Report to be included in the Company's proxy statement or annual report on Form 10-K in accordance with the applicable rules and regulations of the Securities and Exchange Commission, any securities exchange on which the Company's securities are traded, and any other rules and regulations applicable to the Company.

##### **D. Corporate Goals**

- Review and make recommendations to the Board regarding (i) the Company's corporate goals and objectives that may be relevant to compensation matters and (ii) the Company's achievement thereof.

**E. Incentive-Compensation and Equity-Based Plans**

- Review and approve, or, upon the request of the Board, review and recommend for approval by the Board, grants and awards for all (i) officers (as such term is defined in Section 16 of the Exchange Act and Rule 16a-1 promulgated thereunder) of the Company, other than the Company's Chief Executive Officer ("CEO") (such officers collectively, the "SEC Executive Officers"), (ii) all employees of the Company with the title of Senior Vice President and above who are not SEC Executive Officers (collectively, the "Non-SEC Senior Vice President Officers") and (iii) consultants of the Company, under incentive-based compensation plans and equity-based plans, in each case consistent with the terms of such plans.
- Review and recommend to the Board grants and awards for the CEO under incentive-based compensation plans and equity-based plans, in each case consistent with the terms of such plans.
- Review and oversee grants and awards by the CEO pursuant to the terms of the Company's Equity Award Grant Policy and determine and review annually the equity bands setting forth the share range for each level of employment, provided that such delegation shall in no way limit the Compensation Committee's ability to make separate or different grants or awards or make recommendations in respect thereof to the Board.
- Review and make such recommendations to the Board as the Compensation Committee deems advisable with regard to policies and procedures for the grant of equity-based awards by the Company.

**F. Matters Related to Compensation of the Company's Chief Executive Officer**

- Evaluate the CEO's performance in light of the goals and objectives that were set for the CEO and make recommendations to the Board with respect to the CEO's compensation based on such evaluation, including with respect to any incentive-compensation plans and equity-based plans. In connection with making recommendations for the long-term incentive component of the CEO's compensation, the Compensation Committee should consider the Company's performance and relative stockholder return, the value of similar incentive awards to CEOs at comparable companies, and the awards given to the Company's CEO in past years.
- The CEO may not be present during voting or deliberations concerning his or her compensation.

**G. Matters Related to Compensation of the SEC Executive Officers (Other Than the Chief Executive Officer) and Non-SEC Senior Vice President Officers**

- Determine, or, upon the request of the Board, review and recommend for approval by the Board, the compensation of all SEC Executive Officers, including with respect to any incentive-compensation plans and equity-based plans, provided, however, that any member of the Compensation Committee who is not an “outside director” for purposes of Section 162(m) shall abstain from voting on the approval of any such compensation that is performance-based compensation if necessary to preserve the potential deductibility of the related compensation expense for tax purposes.
- Determine, or review and recommend for approval by the Board, the compensation of all Non-SEC Senior Vice President Officers, including with respect to any incentive-compensation plans and equity-based plans.

**V. Additional Compensation Committee Authority**

The Compensation Committee is authorized, on behalf of the Board, to do any of the following, as the Compensation Committee deems necessary or appropriate in its discretion:

**A. Matters Related to Compensation of the Company’s Directors**

- Review and recommend for approval by the Board the compensation of the directors of the Company, including with respect to any equity-based plans.

**B. Matters Related to Compensation of the Company’s Employees with Titles of Vice President and Below**

- Review management’s aggregate decisions regarding the compensation of all employees of the Company with titles of Vice President and below, other than the compensation of any SEC Executive Officers.

**C. Matters Related to Compensation Consulting Firms or Other Outside Advisors**

- Retain or obtain the advice of compensation consultants, legal counsel and/or other advisers; provided that:
  - The Compensation Committee is authorized to, and must, have direct responsibility for the appointment, compensation and oversight of the work of any compensation consultant, legal counsel or other adviser retained by the Compensation Committee and the Company must provide for appropriate funding, as determined by the Compensation Committee,

for payment of reasonable compensation to any such compensation consultant, legal counsel or other adviser; and

- Before any compensation consultant, legal counsel or other adviser (other than (1) in-house legal counsel or (2) any compensation consultant, legal counsel or other adviser whose role is limited to the following activities for which no disclosure would be required under Item 407(e)(3)(iii) of Regulation S-K: (i) consulting on any broad-based plan that does not discriminate in scope, terms, or operation, in favor of the SEC Executive Officers or directors of the Company, and that is available generally to all salaried employees or (ii) providing information that either is not customized for a particular company or that is customized based on parameters that are not developed by the compensation consultant, legal counsel or other adviser and about which the compensation consultant, legal counsel or other adviser does not provide advice) is selected by, or provides advice to, the Compensation Committee, the Compensation Committee shall take into consideration all factors relevant to that person's independence from management of the Company, including the following:
  - The provision of other services to the Company by the person that employs the compensation consultant, legal counsel or other adviser;
  - The amount of fees received from the Company by the person that employs the compensation consultant, legal counsel or other adviser, as a percentage of the total revenue of the person that employs the compensation consultant, legal counsel or other adviser;
  - The policies and procedures of the person that employs the compensation consultant, legal counsel or other adviser that are designed to prevent conflicts of interest;
  - Any business or personal relationship of the compensation consultant, legal counsel or other adviser with a member of the Compensation Committee;
  - Any stock of the Company owned by the compensation consultant, legal counsel or other adviser; and
  - Any business or personal relationship of the compensation consultant, legal counsel, other adviser or the person employing the adviser with any of the SEC Executive Officers.
- Prohibit the Company from engaging a compensation consultant engaged by the Compensation Committee, or an affiliate of any such compensation

consultant, to provide any other services to the Company without the approval of the Compensation Committee.

**D. Succession Planning**

- Review and discuss with the Board corporate succession plans for the CEO and other key officers of the Company.

**VI. General**

- The Compensation Committee may establish and delegate authority to one or more subcommittees consisting of one or more of its members, when the Compensation Committee deems it appropriate to do so in order to carry out its responsibilities.
- The Compensation Committee shall make regular reports to the Board concerning areas of the Compensation Committee's responsibility.
- In carrying out its responsibilities, the Compensation Committee shall be entitled to rely upon advice and information that it receives in its discussions and communications with management and such experts, advisors and professionals with whom the Compensation Committee may consult. The Compensation Committee shall have the authority to request that any officer or employee of the Company, the Company's outside legal counsel, the Company's independent auditor or any other professional retained by the Company to render advice to the Company attend a meeting of the Compensation Committee or meet with any members of or advisors to the Compensation Committee.
- The Compensation Committee may perform such other functions as may be requested by the Board from time to time.

**Last Approved December 20, 2016.**