

**CHARTER OF THE NOMINATING AND  
CORPORATE GOVERNANCE COMMITTEE  
OF THE BOARD OF DIRECTORS OF  
EL POLLO LOCO HOLDINGS, INC.**

**Amended and Restated as of January 29, 2021**

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**I. PURPOSE OF THE COMMITTEE**

The purposes of the Nominating and Corporate Governance Committee (the “Committee”) of the Board of Directors (the “Board”) of El Pollo Loco Holdings, Inc., a Delaware corporation (the “Corporation”), shall be to review and recommend for election to the Board individuals qualified to serve as directors of the Corporation and on committees of the Board, and to advise the Board with respect to corporate governance policies, including Board composition, procedures and committees.

**II. COMPOSITION OF THE COMMITTEE**

The Committee shall consist of three or more directors, as determined from time to time by the Board. Each member of the Committee shall be qualified to serve on the Committee pursuant to the requirements of the Nasdaq Stock Market, LLC (the “Nasdaq”), and any additional requirements that the Board deems appropriate.

Each member of the Committee shall be an “independent director” as defined under the applicable Nasdaq rules, regulations and listing requirements, except as may otherwise be permitted by Nasdaq rules.

The chairperson of the Committee shall be designated by the Board, *provided* that if the Board does not so designate a chairperson, the members of the Committee, by a majority vote, may designate a chairperson.

Any vacancy on the Committee shall be filled by majority vote of the Board. No member of the Committee shall be removed except by majority vote of the Board.

**III. MEETINGS AND PROCEDURES OF THE COMMITTEE**

The Committee shall meet as often as it determines necessary to carry out its duties and responsibilities, but no less frequently than two times annually. The Committee may establish its own meeting schedule, which it shall provide to the Board. The Committee, in its discretion, may ask members of management or others to attend its meetings (or portions thereof) and to provide pertinent information as necessary.

The Committee may form subcommittees for any purpose that the Committee deems appropriate and may delegate to such subcommittees such power and authority as the Committee deems appropriate; *provided, however*, that no subcommittee shall consist of fewer than two members; and *provided further* that the Committee shall not delegate to a subcommittee any

power or authority required by any law, regulation or listing standard to be exercised by the Committee as a whole.

A majority of the members of the Committee present in person or by means of a conference telephone or other communications equipment by means of which all persons participating in the meeting can hear each other shall constitute a quorum.

The Committee shall maintain minutes of its meetings and records relating to those meetings and shall report regularly to the Board on its activities, as appropriate.

#### **IV. DUTIES AND RESPONSIBILITIES OF THE COMMITTEE**

##### **A. *Corporate Governance***

The Committee shall have the following duties and responsibilities with respect to corporate governance:

(a) To develop and recommend to the Board a set of corporate governance principles for the Corporation, which shall be consistent with any applicable laws, regulations and listing standards. At a minimum, the corporate governance principles developed and recommended by the Committee shall address: (i) directors' qualification standards; (ii) directors' responsibilities; (iii) directors' access to management and, as necessary and appropriate, independent advisors; (iv) directors' compensation, including principles for determining the form and amount of directors' compensation, and for reviewing those principles, as appropriate; (v) directors' orientation and continuing education; (vi) management's succession, including policies and principles for the selection and performance review of executive officers, as well as policies regarding succession in the event of an emergency or the retirement of executive officers; and (vii) an annual performance evaluation of the Board.

(b) To develop and review periodically, and at least annually, the corporate governance principles adopted by the Board to assure that they are appropriate for the Corporation and comply with the requirements of the Nasdaq, the Securities and Exchange Commission (the "SEC") and any applicable law and to recommend any desirable changes to the Board.

(c) To consider any other corporate governance issues that arise from time to time, and to develop appropriate recommendations for the Board.

##### **B. *Board Candidates and Nominees***

The Committee shall have the following duties and responsibilities with respect to Board candidates and nominees:

(a) To assist in identifying, recruiting and, if appropriate, interviewing candidates to fill positions on the Board, including persons suggested by stockholders or others.

(b) To review the backgrounds and qualifications of individuals being considered as director candidates. Among the qualifications to be considered in the selection of candidates, the

Committee shall look at the following attributes and criteria: experience, skills, expertise, diversity, personal and professional integrity, character, business judgment, time availability in light of other commitments, dedication, conflicts of interest and such other relevant factors as the Committee considers appropriate in the context of the needs of the Board.

(c) To review and recommend to the Board the director nominees for election by the stockholders or appointment by the Board, as the case may be, pursuant to the by-laws of the Corporation, which recommendations shall be consistent with the criteria for selecting directors established by the Board from time to time.

(d) To review the suitability for continued service as a director of each director when his or her term expires and when he or she has a change in status, including but not limited to, an employment change, and to recommend whether or not the director should be re-nominated.

### **C. *Board Composition and Procedures***

The Committee shall have the following duties and responsibilities with respect to the composition and procedures of the Board as a whole:

(a) To review annually with the Board the composition of the Board as a whole and to recommend, if necessary, measures to be taken so 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 the NASDAQ.

(b) To review periodically the size of the Board and to recommend to the Board any appropriate changes.

(c) To make recommendations on the frequency and structure of Board meetings.

(d) To oversee the annual evaluation of the Board and its committees.

(e) To make recommendations concerning any other aspects of the procedures of the Board that the Committee considers warranted, including but not limited to procedures with respect to the waiver by the Board of any Corporation rule, guideline, procedure or corporate governance principle.

### **D. *Board Committees***

The Committee shall have the following duties and responsibilities with respect to the committee structure of the Board:

(a) To make recommendations to the Board regarding the size and composition of each standing committee of the Board, including the identification of individuals qualified to serve as members of a committee, including the Committee, and to recommend individual directors to fill any vacancy that might occur on a committee, including the Committee.

(b) To monitor the functioning of the committees of the Board and to make recommendations for any changes, including the creation and elimination of committees.

(c) To review annually committee assignments and the policy with respect to the rotation of committee memberships and chairpersonships, and to report any recommendations to the Board.

(d) To recommend that the Board establish such special committees as may be desirable or necessary from time to time in order to address ethical, legal or other matters that may arise. The Committee's power to make such recommendations under this Charter shall be without prejudice to the right of any other committee of the Board, or of any individual director, to make such recommendations at any time.

#### ***E. Conflicts of Interest***

The Committee shall have the following duties and responsibilities with respect to conflicts of interest and related legal and ethical matters:

(a) To review and approve the Corporation's Code of Business Conduct and Ethics.

(b) To consider questions of possible conflicts of interest of directors and corporate officers.

(c) To review actual and potential conflicts of interest of directors and corporate officers, other than related-party transactions reviewed by the Audit Committee, and to approve or prohibit any involvement of such persons in any matter that may involve a conflict of interest or a taking of a corporate opportunity.

#### ***F. Miscellaneous***

The Committee shall have the following additional duties and responsibilities:

(a) To exercise such other powers and perform such other duties and responsibilities as are incidental to the purposes, duties and responsibilities specified herein or as may from time to time be delegated to the Committee.

(b) To perform such other functions as assigned by applicable law, the Corporation's certificate of incorporation or charter and by-laws, and the rules and regulations of the Nasdaq and the SEC, and to take such other actions and perform and carry out any other responsibilities and duties delegated to it by the Board or that the Committee deems necessary or appropriate consistent with its purpose.

### **V. EVALUATION OF THE COMMITTEE**

The Committee shall, on an annual basis, evaluate its performance. In conducting this review, the Committee shall evaluate whether this Charter appropriately addresses the matters that are or should be within its scope and shall recommend such changes as it deems necessary or appropriate. The Committee shall address all matters that the Committee considers relevant to its

performance, including at least the following: (i) the adequacy, appropriateness and quality of the information and recommendations presented by the Committee to the Board, (ii) the manner in which such information and recommendations were discussed or debated and (iii) whether the number and length of meetings of the Committee were adequate for the Committee to complete its work in a thorough and thoughtful manner.

The Committee shall deliver to the Board a report, which may be oral, setting forth the results of each such evaluation, including any recommended amendments to this Charter and any recommended changes to the Corporation's or the Board's policies and procedures.

## **VI. INVESTIGATIONS, STUDIES AND OUTSIDE ADVISORS**

The Committee may conduct or authorize investigations into or studies of matters within the Committee's scope of responsibilities, and may retain, at the Corporation's expense, such independent counsel or other consultants or advisors as it deems necessary. The Committee shall have the sole authority to retain or to terminate any search firm to be used to identify director candidates, including sole authority to approve such search firm's fees and other retention terms, with such fees to be borne by the Corporation.

## **VII. COMPENSATION**

Members of the Committee will receive such fees or other compensation, if any, for their service as Committee members, as may be determined by the Board, which may include additional compensation for the chairperson. Such fees may include retainers or per-meeting fees, and will be paid in such form or forms of consideration as the Board determines in accordance with applicable laws and with the rules and regulations of the NASDAQ and the SEC.

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While the members of the Committee have the duties and responsibilities set forth in this Charter, nothing contained herein is intended to create, or should be construed as creating for the members of the Committee any responsibility or liability, except to the extent otherwise provided under applicable federal or state law.