

Purpose

Matrr Corp. and its subsidiaries and affiliates (collectively **Matrr**) are committed to conducting business in a safe, ethical, and socially responsible manner in full compliance with all relevant laws and regulations. Further, Matrr is committed to upholding internationally recognized human rights and social standards throughout its value chain. Matrr counts on its suppliers, consultants, contractors, agents, distributors or any third party engaged to work on behalf of Matrr (**Matrr Suppliers**) to share this commitment and has established this Supplier Code of Conduct (**Supplier Code**) to communicate its expectations in this regard. This Supplier Code establishes specific requirements as to the legal and ethical nature of the conduct Matrr Suppliers must meet in order to be included within Matrr's supply chain.

The requirements and principles of this Supplier Code are integral to contractual obligations and the collaboration between Matrr and its Suppliers. Matrr Suppliers undertake to comply with and promote the principles described within this Supplier Code and to provide regular and appropriate training to their workforce to this end. Matrr Suppliers shall also ensure that their suppliers - whose products or services are used to fulfill any contracts with Matrr - are contractually bound to comply with this Supplier Code or equivalent principles.

Health, Safety and Environment (HSE)

Health, Safety and Environment

Matrr is committed to an incident and injury free workplace, in addition to full compliance with applicable HSE laws. Matrr values the importance of protecting people and the environment as critical to its long-term success.

Matrr Suppliers are required to provide a safe and healthy workplace and to conduct business activities in a manner that protects the environment, all in compliance with applicable HSE legislation in the jurisdiction in which they operate. This includes compliance with national workplace safety and hygiene standards and taking appropriate measures to meet occupational health and safety requirements to ensure healthy working conditions. Safety protocols which encourage employees to identify and assess workplace hazards (e.g., chemical, electrical, and other energy sources, fire, vehicles, and fall hazards) are encouraged and Matrr Suppliers shall control such risks through proper design, preventative maintenance and safe work procedures and training. Where hazards cannot be adequately controlled by these means, workers are to be provided with appropriate, well-maintained, personal protective equipment and the training necessary to effectively utilize such equipment.

Emergency Preparedness

Matrr Suppliers are required to identify, assess, and be prepared for emergency situations by implementing emergency plans and response procedures including emergency reporting, employee notification and evacuation procedures, worker training and drills, appropriate fire detection and suppression equipment, adequate exit facilities and recovery plans.

Environmental Protection

Mattr Suppliers are required to make commercially reasonable efforts to minimize risk to the environment and natural resources in the process of fulfilling their obligations to Mattr. All processes, operating sites, and production resources employed by Mattr Suppliers must meet applicable statutory requirements and standards for environmental protection.

Environment Resource efficiency and waste minimization

Mattr Suppliers shall seek to improve resource efficiency and reduce resource consumption wherever possible, including of raw materials, energy, water, and fuel. A Mattr Supplier is expected to make reasonable efforts to eliminate or reduce levels of waste (both solid and wastewater) generated and to increase landfill diversion, reuse, and recycling. Suppliers are encouraged to develop and use environmentally friendly innovations and practices that reduce negative environmental impacts. Suppliers shall take reasonable steps to minimize emissions of greenhouse gases and of toxic and hazardous pollutants. Suppliers are encouraged to track greenhouse gas emissions and to establish greenhouse gas reduction goals in line with the Paris Agreement.

Labor and Human Rights

Human Rights

Mattr is committed to respecting human rights, prohibiting any form of child labor, forced labor or human trafficking, and adhering to local labor laws and requirements in the jurisdictions in which it operates. Mattr Suppliers are required to do the same and shall treat workers with dignity and respect and not subject them to demeaning working conditions.

Employment Equity

Mattr Suppliers are required to reject any form of harassment and unlawful discrimination based on race, color, gender, age, sexual orientation, ethnicity, disability, religion, union membership, or marital status in hiring and employment practices such as promotions, rewards, and access to training or any other ground that is prohibited by local law. Disciplinary policies and procedures in support of these requirements shall be clearly defined and communicated to workers.

Wages and Hours

Mattr Suppliers are required to fairly compensate their employees and observe the statutory provisions on minimum wage in the respective countries they operate in, alongside the applicable laws and regulations on breaks, maximum work hours, overtime pay entitlement and vacation entitlement. Mattr Suppliers must not use deductions from wages as a disciplinary measure and must pay workers in a timely manner including a provision of clear and understandable wage statement for each pay period. Where no wage laws exist, workers must be paid at least the minimum local industry standard.

Child Labor

Mattr Suppliers shall not use child labor. Specifically, Mattr Suppliers shall not employ any workers who are under the minimum legal working age in the country of employment. Employment of

workers under the age of 18 should not interfere with their compulsory education. Matr Suppliers shall not hire individuals under the age of 18 for positions where hazardous work is carried out, as determined by the nature of the work or the circumstances under which the work is carried out.

Forced Labor

Matr Suppliers shall not use forced or involuntary labor or demand work/service from an individual under threat or coercion. Work must be conducted based on freely agreed terms. Matr Suppliers shall not withhold or destroy, conceal, confiscate, or deny access by workers to workers' identity or immigration documents. Matr Suppliers shall not require nonprofessional migrant workers to bear any costs or fees associated with their recruitment, travel or migration processing.

Freedom of Association

Matr Suppliers are required to respect workers rights to join in trade unions, associate freely and bargain collectively and not discriminate against workers for exercising any such rights. Workers and/or their representatives shall be able to openly share and communicate ideas and concerns with management regarding working conditions and management practices without fear of discrimination, reprisal, intimidation, or harassment.

Ethical Business Conduct

Compliance with Applicable Laws

Matr Suppliers are required to comply with this Supplier Code and applicable laws, rules, regulations, codes and ethical standards of the countries, states, and municipalities in which they operate or where they provide products, people, or services to or for Matr.

Matr may modify this Supplier Code from time to time, Supplier should always consent to and comply with the latest version, which can be found at: <https://www.matr.com/Supplier-Code-of-Conduct>

Avoiding Conflicts of Interest

Matr Suppliers are required to exercise great care to ensure they avoid any situation where their business or personal interests conflict with those of Matr. Matr Suppliers are expected to make decisions based on objective considerations and should not be improperly guided by personal interests. Participation in activities which may create an actual or perceived conflict of interest, directly or indirectly, should be avoided and must be reported to Matr in writing.

Anti-Corruption, Anti-Bribery and Anti-Money-Laundering

Matr Suppliers are required to uphold the highest standards of integrity in all business interactions, including by complying with applicable anti-corruption, anti-bribery, and anti-money-laundering laws. Matr Suppliers shall use reasonable practices to prevent bribery within their respective organizations and seek to prohibit any and all forms of bribery, corruption, extortion, money-laundering and embezzlement. Matr does not accept bribes and does not offer bribes to government officials or other parties and expects Matr Suppliers to prohibit bribery in any form.

Gifts, Hospitality and Expenses

Mattr Suppliers shall not offer to Mattr employees or contractors, directly or indirectly, any gifts, entertainment, or hospitality whereby there is a reason to believe, or a reasonable and informed third party would likely conclude, that there may be intent to improperly influence decisions or impair objectivity related to its business dealings. Specifically, hospitality such as meals or entertainment may be offered only where there is a clear business reason, never in a situation where there is contract bidding or awards and only within reasonable cost limits at all times. Mattr will always pay its own employees travel and accommodation expenses.

Fair Competition

Mattr Suppliers are required to comply with applicable laws and regulations that protect and promote competition and avoid anti-competitive behavior. This includes any efforts to fix, coordinate, maintain or stabilize price, terms of sale or production/output levels, or to allocate customers or markets through any agreement or understanding, whether written or oral, express or implied, with a competitor or potential competitor.

Privacy

Mattr Suppliers are required to protect the privacy of personal information of everyone they do business with, including suppliers, customers, consumers, and employees. Mattr Suppliers shall comply with privacy and information security laws and regulatory requirements when personal information is collected, stored, processed, transmitted, and shared.

Intellectual Property

Mattr Suppliers are required to respect the intellectual property rights of others, including Mattr, its affiliates and business partners. Mattr Suppliers must take appropriate steps to safeguard and maintain confidential and proprietary information of Mattr, including intellectual property, and shall use such information only for the purposes specified for use by Mattr. The use of Mattr related promotional materials such as photos must be approved by Mattr. Subject to any contractual restrictions prohibiting reference to a contractual relationship with Mattr, when engaging in discussions about Mattr in social media, Mattr Suppliers are expected to represent Mattr and themselves in a clear and truthful manner.

Solicitation by Suppliers

Mattr Suppliers are required to comply with all guidelines issued by Mattr relating to access to Mattr facilities, offices and departments, and employees. No Mattr Supplier shall use Mattr's computer system, including its electronic mail system and internet site, for purpose of sending unsolicited electronic mail messages to the Mattr community. Mattr Suppliers must receive prior written consent from Mattr to demonstrate products, utilize Mattr's resources (i.e., bulletin boards), or make unsolicited calls on Mattr departments.

Supplier Commitment to Compliance

Reporting Violations

All Mattr Suppliers, their employees, consultants, contractors, agents, and distributors are encouraged to report suspected cases and violations of this Supplier Code through Mattr's Whistleblower Hotline:

- Website: www.lighthouse-services.com/Mattr
- Telephone for English speaking USA and Canada: (833) 210-4024 (not available from Mexico)
- Telephone for French speaking Canada: (855) 725-0002
- Telephone for Spanish speaking North America: (800) 216-1288 (from Mexico, dial 01-800-681-5340)
- Telephone for Persons outside of North America: (800) 603-2869 (must dial country access code first. [click here](#) for access codes and dialing instructions)
- E-mail: reports@lighthouse-services.com (must include company name with report)

Audit and Inquiries

Mattr reserves the right to take reasonable steps to audit for compliance with this Supplier Code. Mattr Suppliers shall actively support any required compliance audits, including by responding to inquiries and requests for information within a reasonable timeframe and in compliance with the formalities specified by applicable data protection laws and regulations.

Miscellaneous

Every Mattr Supplier is expected to meet these standards in connection with the operation of its business. Nothing in this Supplier Code is meant to supersede more stringent provisions in any governing contract with a Mattr Supplier.