

Global Code of Conduct

August 2024



A Message from our CEO

Dear Mattr Colleagues,

Our successful ability to work together safely, creatively and with urgency to meet our commitments to our customers and to each other is a testament to the culture of this company.

The core of Mattr's culture is captured in our *What, How and Why*:

- **WHAT do we do?**
We deliver the technology our world needs.
- **HOW do we do it?**
We engage, innovate and create.
- **WHY do we do it?**
We are engineering a better future – for each other, our families, customers, communities and the world around us.

Our collective expectation of high integrity from each other, and the company we work for, is a foundational component of our corporate culture

and a critical enabler of our success. This includes our permanent commitment to protecting health and safety and fostering a respectful workplace; our drive to aggressively reduce the environmental footprint of our operations; our continuous improvement attitude towards product and service quality; and the expectation that we all demonstrate business ethics that are always above reproach. These commitments make me proud to work for this company, and I trust you feel the same.

Among a wide range of very important topics, this Code of Conduct conveys several different pathways to report suspected violations, including the opportunity for any such suspected violations to be reported anonymously through our Whistleblower Hotline. I encourage you to make use of these reporting methods to raise any genuine concerns that you may encounter. Rest assured that Mattr takes Code of Conduct complaints very seriously and will take appropriate measures to investigate suspected violations.

Without exception, Mattr expects 100% adherence to the principles that are captured in the Code of Conduct by every director, officer and employee of the company, including a commitment to a workplace that is free of discrimination. I am personally committed to ensuring education and training related to the core content of our Code of Conduct is available to every employee. It is only through each of our ongoing efforts and vigilance that we can be assured our business continues to operate with the highest ethical standards. If you have questions, suggestions or concerns, please contact a member of the Human Resources or Legal teams.

Together, we can foster, promote and sustain the strong ethical core and commitment to integrity necessary for Mattr to achieve long-term success. As President and CEO of Mattr, I want to personally thank you for your continued commitment to this organization.

Sincerely,

Michael Reeves
President and Chief Executive Officer

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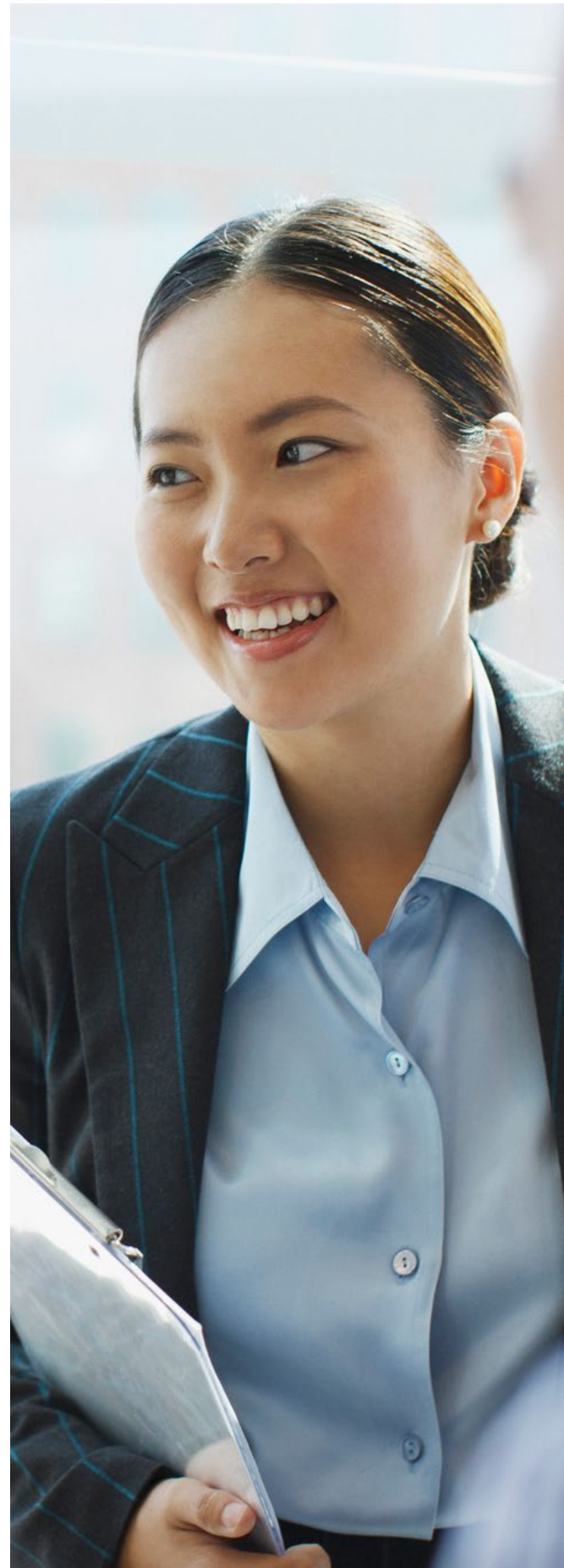
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Scope of Code of Conduct

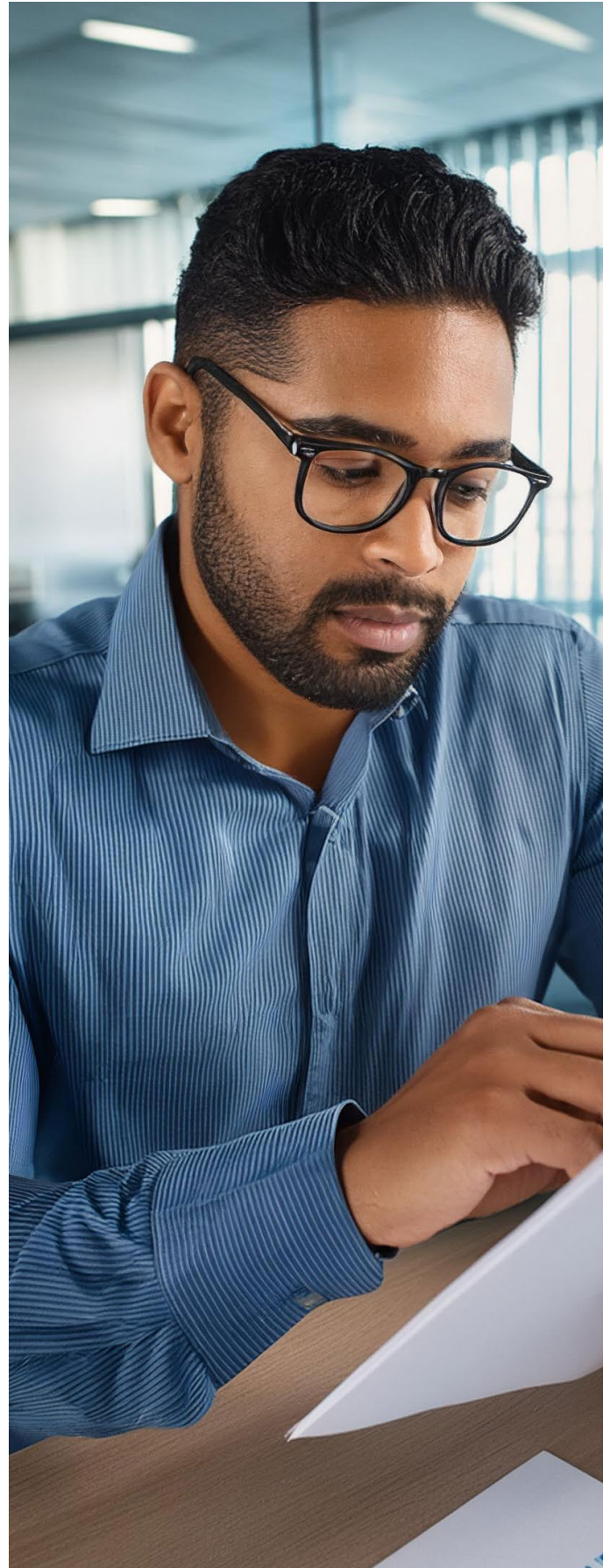
This Code of Conduct (the “Code”) applies to directors, officers, and employees of Matttr Corp., as well as temporary employees and contractors (“Matttr Parties”) and all of its subsidiaries (collectively “Matttr” or the “Company”). Where appropriate, business partners working with or on behalf of Matttr will be asked to familiarize themselves and operate in accordance with the Code.

The Code applies to everything that we do and reflects the Company’s commitments to its employees, its customers, its various stakeholders, the global communities in which we work, and to the Company itself. The Code represents our overall commitment to working ethically, responsibly and with integrity.

Sometimes, the right thing to do is obvious, but in many situations the decision is less clear-cut. This is especially true when you are facing time constraints or seemingly opposing business pressures. In these situations, asking yourself these questions can help you make the right decision:

1. [Is it legal?](#)
2. [Is it consistent with Matttr’s Code and policies?](#)
3. [Will I maintain my integrity?](#)
4. [Will it protect Matttr’s reputation?](#)
5. [Would I feel comfortable if it became public?](#)

If the answer to any of these questions is “no” or you are unsure, you should seek guidance through one of the avenues discussed in “*Seeking Guidance and Reporting Concerns*” below.





Whistleblower Hotline

Mattr's Whistleblower Hotline is a **24-hr reporting service** available in many languages. Questions or concerns can be reported in any of the following ways and reports can be made anonymously:

Website:

www.lighthouse-services.com/Mattr

Email:

reports@lighthouse-services.com

(must include company name with report)

Telephone for:

English speaking USA and Canada:

(833) 210-4024

(not available from Mexico)

French speaking Canada:

(855) 725-0002

Spanish speaking North America:

(800) 216-1288

(from Mexico, dial 01-800-681-5340)

Persons outside of North America:

(800) 603-2869

(Must dial country access code first.

[Click here](#) for access codes and dialing instructions.)

Note that toll-free services outside of North America require an access code, may be subject to inconsistent connectivity or may be unavailable in certain markets. Reporters may find that submission of a report through a web form (also available in many different languages) offers a superior reporting experience.

Seeking Guidance and Reporting Concerns

By becoming familiar with the Code and the policies it highlights, you will be better equipped to recognize and handle ethical dilemmas. It is important to ask questions or raise concerns if you are experiencing a situation that might have ethical implications.

The Company encourages you to speak to Human Resources, the Legal Department, or your supervisor. The Company's Chief Compliance Officer is a member of the Legal Department and is always available to help you. We all have an obligation to follow both the letter and spirit of the Code. If you are asked to do something that makes you feel uncomfortable, or you see or suspect activity that goes against the Code, policies, or values, or may violate laws and regulations which govern the Company, please let someone know!

If you are not comfortable speaking with the individuals listed above, Mattr has a confidential **Whistleblower Hotline** where concerns can be reported. Employment-related concerns should continue to be reported through normal channels such as supervisors, local Human Resources representatives, or to any senior Human Resources leader. In the case of employees governed by a collective bargaining arrangement, employment-related concerns should continue to be handled through the grievance process set up under such agreements.

Protection Against Retaliation

Even companies with the highest ethical standards occasionally experience ethical breaches. If this happens at Matrr, we want to know about them so that they can be addressed. It is not always easy to report a concern that is or even has the appearance of being contrary to the requirements set forth in the Code, Company policy or applicable law or regulation. Our pledge to you is that the Company will not retaliate against anyone for good faith reporting of ethical concerns or cooperating in a Company investigation. Disciplinary action may be taken against anyone who retaliates against such reporting party. It is important to know that disciplinary action may also be taken against anyone who knowingly files a false report.

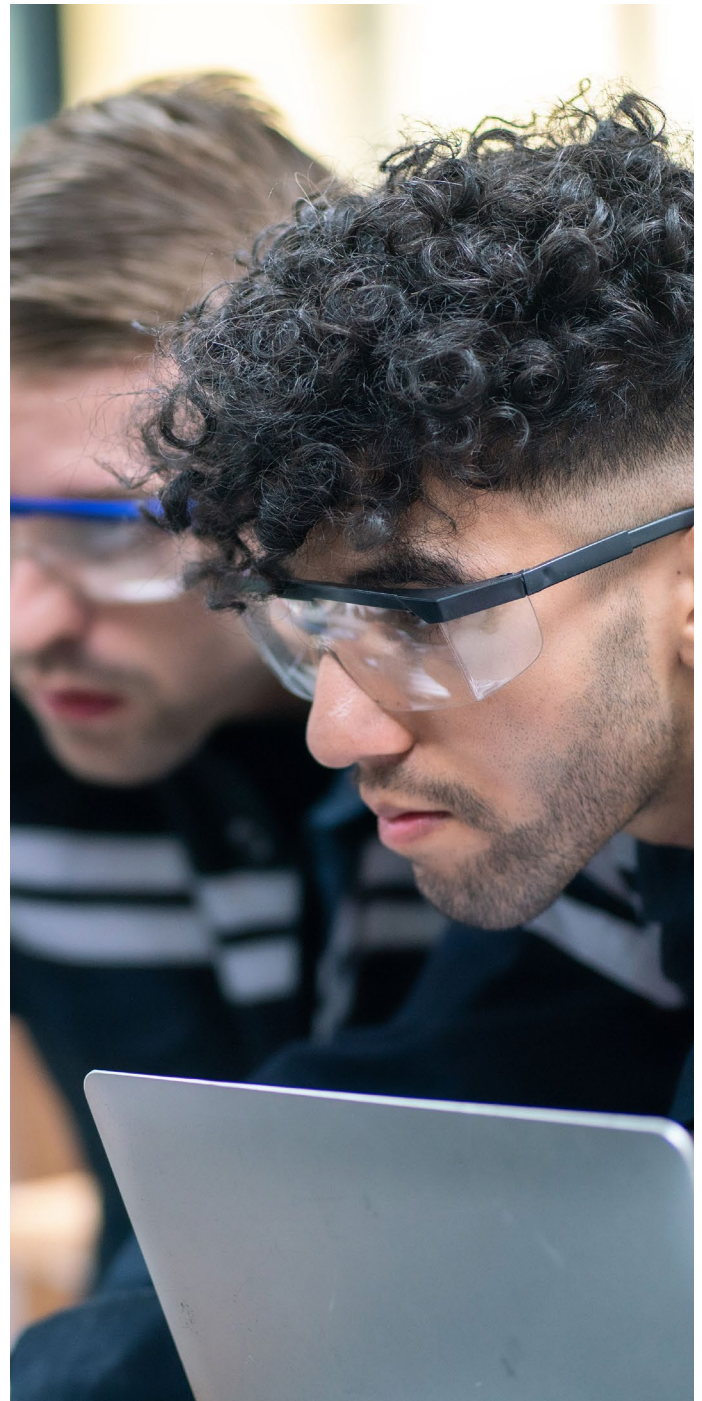
Consequences for Violating the Code

Each of us must comply with the Code, and with all Company policies. If we fail to do so, we may face disciplinary action, up to and including termination. Likewise, any supervisor, manager, officer, or director who is aware of any violation and does not promptly report and correct it may be subject to similar consequences. In appropriate circumstances, the Company will consider taking legal action or referring matters to public law enforcement or other regulatory authorities for possible prosecution.

Annual Sign Off of the Code

To reinforce Matrr's expectation that Matrr Parties understand and acknowledge the requirements of the Code, sign off is required as part of onboarding for all Matrr Parties and thereafter, annually for directors and all salaried employees.

The sign off requires Matrr Parties to disclose circumstances which may be a violation of the Code or potential conflict of interest. These include,



for the Matrr Party and their family members, the ownership in another business or other family or business relationships which may constitute a "Conflict of Interest". Note that the existence of a possible Conflict of Interest is not, in and of itself, a violation of the Code and can be mitigated in most instances simply by disclosing them. However, a failure to disclose a potential conflict of interest is a violation of the Code.



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Our Commitment to Employees



Providing Equal Opportunity

Our policy against discrimination aligns with our position on diversity. Our Company follows the laws that prohibit discrimination in employment practices, wherever we do business. It is the Company's policy to provide equal employment opportunities and to treat applicants and employees without illegal bias. It is our policy that no one at the Company should ever be subject to discrimination on the basis of race, ethnicity, religion, gender, age, mental or physical disability, veteran status, national origin, sexual orientation, or any other characteristic protected by applicable law (each "Protected Characteristics"). You should take the following actions to avoid discrimination in employment practices:

- Ensure that your decisions regarding recruitment, selection, development, and advancement of employees are based upon merit – qualifications, demonstrated skills and achievements and are not biased against or towards Protected Characteristics.
- Document instances of unsatisfactory performance as they occur and inform the individual of such performance concerns. Assess employees under your supervision based upon performance. Do not let unrelated considerations form a part of the performance reviews.

Any employee who has cause to feel they have not been treated fairly in accordance with the Company's policy of Equal Employment Opportunity or have been discriminated against on the basis of Protected Characteristics, should immediately report the incident to their supervisor, manager, or the Human Resources Department.

Promoting a Safe Working Environment

Mattr places great importance on its obligation to provide a safe and secure work environment. We maintain a strong commitment to health, safety, security, environmental and quality standards.

All employees are expected to promote the safety and security of everyone in the workplace. You must comply with all applicable health, safety, security, and environmental policies and laws, including posted safety procedures associated with your job. You must consider health, safety, security, and environmental risks before engaging in new operations, designing new products, and during job planning and job execution.

Respecting Diversity

Mattr respects and values the diversity reflected in our various backgrounds, experiences, and ideas. Diversity, equity and inclusion are core strengths of Mattr. We respect and welcome what each individual brings to our team, including background, education, gender, race, ethnicity, working and thinking styles, sexual orientation, gender identity and/or expression, veteran status, religious background, age, disability, cultural expertise, and technical skill.

Prohibiting Discrimination and Harassment

Matrr has zero tolerance for workplace discrimination or harassment based upon any basis protected by applicable law, whether the behavior is by staff, customers, contractors, consultants, or visitors, and regardless of the work setting. We are committed to a safe, professional, and positive work environment that ensures that everyone is treated with dignity, respect, and courtesy.

Harassment is any conduct that inappropriately or unreasonably interferes with work performance, diminishes the dignity of any person, or creates an intimidating, hostile or otherwise offensive work environment. Examples include, without limitation:

- Using offensive phrases, slang, or nicknames.
- Making detrimental remarks about an employee's personal religious views, gender or orientation.
- Making comments about a person's skin tone or other ethnic attributes.
- Making demeaning age-related comments.
- Transmitting or displaying sexually indecent pictures or videos, such as sensual gifs or pornography, with co-workers.
- Telling offensive jokes or sharing sexual stories.
- Improper touching or lewd conduct, including patting, pinching, rubbing, or deliberately brushing up against someone.
- Any form of intimidation.





you must assess if that other purpose is compatible with the original purpose. If not, you must seek and obtain consent from the person to whom the personal information belongs before using the personal information for such other purpose.

- Adhere to the highest standards of confidentiality when using personal information and take appropriate measures to prevent loss or unauthorized access, destruction, use, modification or disclosure of the personal information (often referred to as a (personal) data breach).
- Ensure that personal information is not provided to anyone outside of Mattr without the proper authorizations and safeguards.
- Transfer personal information internationally only in compliance with the privacy laws of the receiving and sending jurisdictions.
- Notify Mattr IT and the Legal Department immediately if you become aware of or suspect a personal data breach, or if you have any questions or concerns about handling personal information.

Protecting Personal Information

Mattr respects the right to privacy of our employees, customers, and other third parties and only uses personal information when needed to operate effectively, for the intended purposes, and in compliance with the law. Personal information is information related to an individual who is or can be identified. If you are authorized to access personal information, you must:

- Only collect personal information that is necessary for the purpose for which you intend to use that information, which purpose should be determined before collecting the information.
- Ensure that the person whose personal information you collect and use, is appropriately informed about the collection and use of their information, for example by a privacy statement.
- Only access and use personal information for a valid business purpose. If, after collection, you want to use the personal information for any other purpose than the original purpose,

Prohibiting Substance Abuse

Substance abuse limits our ability to do our work safely, and therefore puts us all in jeopardy. We must never work while under the influence of alcohol, illegal drugs, or misused prescription drugs or over-the-counter medications, which impair our ability to perform our jobs safely.

The Company prohibits the unlawful manufacture, distribution, possession, sale, purchase, transportation or use of alcohol, drugs or other controlled substances on Company premises (including customer and supplier premises), Company property, or in Company vehicles.



3

Our Commitment to Our Company and its Shareholders

Avoiding Conflicts of Interest

Avoiding Conflicts of Interest is essential to operating as an ethical, honest, and transparent company. While working at Matrr, you must ensure that your personal interests and relationships do not conflict – or even appear to conflict – with your professional obligations to Matrr.

A Conflict of Interest can take many forms but arises when your personal activities and relationships interfere or appear to interfere with your ability to act in the best interest of Matrr. Examples include:

- Having a personal or financial relationship with a competitor, supplier, vendor, or customer;
- Working or conducting business with a family member or with any business in which a family member has a personal financial interest;
- Conducting non-Matrr work activities during company time or with Matrr resources;
- Being in a romantic relationship with a peer, supervisor or subordinate;
- Working as a consultant for a competitor, supplier, or customer of Matrr; and
- Serving as an employee, officer, or director of another company while employed by Matrr.

Potential conflicts must be disclosed immediately to your supervisor, the Human Resources Department and/ or the Legal Department for resolution. The good news is that many conflicts can be mitigated simply by disclosing them.

Safeguarding Company Assets

We should protect Matrr's property, assets, and know-how as these enable us to create the best possible products for our customers. In order to retain Matrr's competitive advantage and ability to continuously deliver superior products and services to our customers, it is critical that we work together to safeguard these unique and confidential assets, as well as our other confidential and proprietary information, such as sales, business, and pricing information.

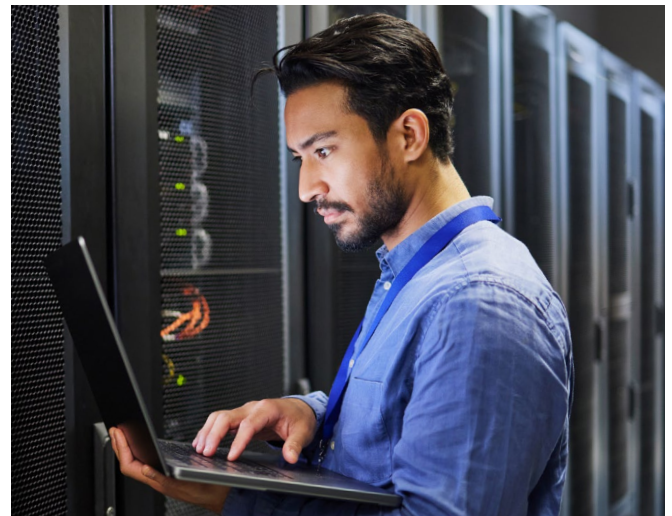
Matrr's property and assets are intended to be used strictly for business purposes of the Company. The theft or misuse of Matrr property and assets, as well as the use of Company property or assets for personal, unethical, illegal purposes, or personal gain, is strictly prohibited. We are all responsible to prevent the theft, waste, or misuse of Matrr property and assets.

Using Technology Appropriately

We must use Company technology appropriately, and we have a responsibility to use computer, data, and telecommunication resources in a safe, ethical, lawful, efficient, and productive manner. Use of Company technology must not interfere with your job duties. Inappropriate or unlawful use, relocation or transfer of computer, data, or telecommunication resources without proper authorization may subject you to disciplinary and legal action.

Under no circumstances should you use the Company's computer and network systems to communicate or view inappropriate, sexually explicit, or offensive statements or materials. In addition, you may not use these systems to access illegal material, send unauthorized solicitations, or conduct business for another organization.

You should not assume that the communications or documents you create, send, or receive via Company computer, data or telecommunication resources are private. To the extent allowed by applicable law, the Company has the right to monitor use of Company communications systems to ensure compliance with Company policies and the Code.





Prohibiting Insider Trading

Buying or selling Mattr securities (including traded debt, stock, restricted stock units, stock options, stock-settled appreciation rights or derivatives) when you know material non-public information about Mattr is not only unethical, but also against the law and can result in severe civil and criminal penalties for you and Mattr. This rule applies to all Mattr Parties and relates to all material non-public or “inside” information about Mattr’s business.

Trading in Mattr’s securities or in those of any other company (including customers and suppliers) while in possession of material non-public information about any entity is strictly prohibited; as is telling other people, including family members and friends, about material non-public information regarding Mattr or any other company (even if you do not trade yourself). Individuals, including family members, who trade in securities while acting on a tip or possessing material non-public information, may be violating the law, and subjecting themselves to potential civil and criminal penalties as individuals as well as potential disciplinary action by Mattr for violations of the Code.

“Material non-public information” is any information that has not been made available to the public and that a reasonable person would consider important when deciding whether to buy, sell, or hold securities of a company. This includes information about Mattr, as well as information about other companies such as our business partners and competitors of Mattr. Examples of material non-public information include:

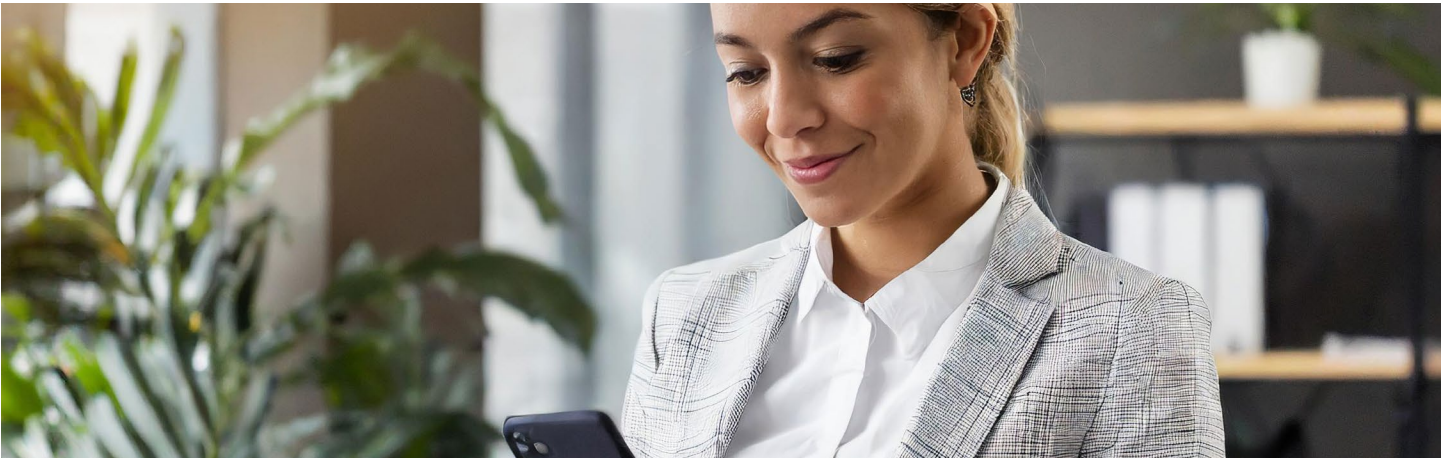
- Unpublished earnings forecasts, estimates, or results.
- Information related to acquisitions, divestitures, or restructurings.
- Major changes (whether actual or proposed) in senior management or directors.
- Upcoming product launches or product innovations.
- Gain or loss of important customers or contracts.
- Pending or threatened significant litigation or regulatory action.

Protecting Intellectual Property

All intellectual property invented, created, or developed by Mattr or you during your employment with Mattr is Company property and is often confidential. Similar to all other Mattr assets, Mattr’s intellectual property may only be used in connection with Mattr business and for the benefit of Mattr. This includes any inventions, formulas, processes, products, customer lists, programs, patents, trademarks, copyrights, trade secrets, expertise, domain names, ideas, discoveries, and improvements conceived of or developed by you or any Mattr employee while working with or for Mattr. You must not use or share Mattr’s intellectual property without appropriate legal protections and documentation in place.

Do not discuss Company trade secrets or non-public proprietary information in public places such as elevators, planes, and restaurants, where others can hear it. Avoid discussing confidential research or ideas with anyone outside our Company.

Mattr recognizes that Mattr Parties may at one time have been employed by a competitor, prior to their employment with the Company. As a result of their prior employment, our employee may have entered into a confidentiality agreement with that employer requiring that they keep in confidence that company’s proprietary information. We recognize the complications this situation can cause but maintain that Mattr Parties must not disclose to the Company any confidential information belonging to a previous employer.



Receiving Gifts and Entertainment

Matrr's commitment to integrity requires us to adhere to the highest ethical standards, including avoiding situations that have even the appearance of impropriety. Business gifts and entertainment can create goodwill in our business relationships but can also make it hard to be objective about the person providing them.

Our choice of suppliers, vendors, and partners must be based on objective factors like cost, quality, value, service, and ability to deliver. We must avoid even the appearance of making business decisions based on gifts or entertainment received through these relationships. You may not accept any business gift or entertainment if doing so would make it difficult, or appear difficult, to make a fair and unbiased decision.

Social Networking

As part of our commitment to protecting confidential proprietary information (such as customer information, product information, trade secrets, and other information not made available to the public due to its sensitive nature) we must also exercise caution when using social media.

As a publicly traded company it is important that we speak with one voice so that all external messages are truthful, accurate, legally compliant and consistent. To ensure that this is the case, only our CEO, CFO and Investor Relations team can speak on behalf of Matrr.

The Company respects your right to maintain your own blogs or post personal comments on social networking sites. However, the Company is committed to ensuring that the use of such communications serves the needs of our business by maintaining the Company's identity, integrity, and reputation in a manner consistent with our values and policies. Some general principles include the following:

- Never disclose confidential proprietary information through your use of these sites.
- Avoid attributing your personal opinions to the Company.
- Never post inappropriate or offensive materials or comments that violate Company policies while representing the Company.
- Do not make false or unsubstantiated claims about Matrr.
- If you post something related to our business and you are not authorized to speak on our behalf, make sure you identify yourself as an employee and state that your views are your own and not Matrr's.

If you are uncertain whether your contemplated use of social media or other online posting activity may conflict with this Code, please seek prior guidance from your supervisor or any member of the Human Resources Department or the Marketing Department.

Please note that the same attention is required of you if you participate in speaking engagements (including at a conference or otherwise) or write books, articles or other published data (such as presentations for a conference and marketing materials). All such commentary and published materials require the prior approval of the CEO, the CFO or the VP, External Relations.

Maintaining Accurate Records

Each of us has a duty to ensure that all entries in the Company's financial and business records give an honest picture of the results of our operations and our financial position. We do this by complying not only with the Company's policies and internal controls, but also with the laws, rules and regulations that govern our financial accounting and reporting.

Managing Our Records

Various laws and good business practices require the Company to keep certain business records prepared, generated, or maintained in the course of doing business, including invoices, purchase orders, agreements, electronic records, for specific periods of time. We must all strictly comply with Company policies on management of company records.

In no case may documents involved in a pending or threatened litigation, government inquiry or under subpoena or other information request, be discarded or destroyed, regardless of the periods specified in a record retention policy. In addition, you may never destroy, alter, or conceal, with an improper purpose, records or otherwise impede any official proceeding, either personally, in conjunction with, or by attempting to influence, another person.





4

Our Commitment to Global Communities



or otherwise competes. Mattr Parties must not share confidential business information with our competitors and must not engage in any conduct that could unreasonably restrict our competitors' access to the market. These laws are complex and can be difficult to understand. Mattr Parties should seek advice from the Legal Department when dealing with Antitrust or Competition issues.

Exercise caution when interacting with competitors. You must not discuss any of the following topics with the Company's competitors without prior permission from the Legal Department:

- Pricing or pricing policies, costs, marketing, or strategic plans.
- Proprietary or confidential information.
- Technological improvements which are not publicly available.
- Promotions we will conduct with customers.
- Division of customers, markets, territories, or countries.
- Tenders which we intend to bid or not bid on.
- Boycotts of certain customers, suppliers, or competitors.
- Joint behavior towards customers.

Even in the absence of formal contact, casual contact and exchange of information can create the appearance of an informal understanding between competitors.

Respecting Human Rights

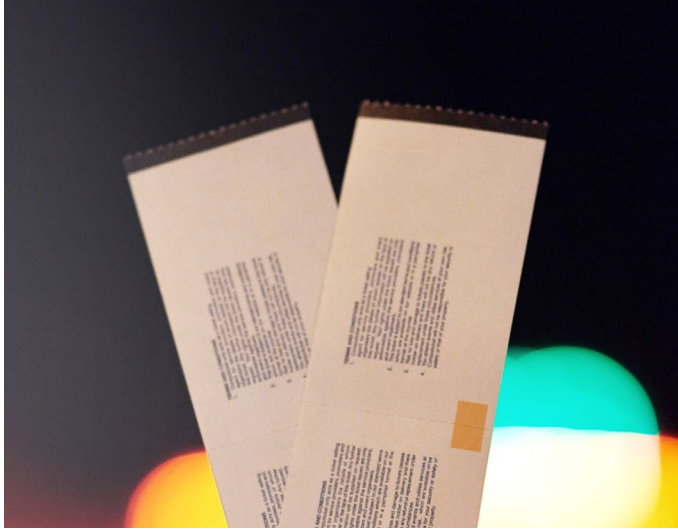
Mattr believes that all human beings should be treated with dignity and respect throughout our operations and global supply chain. We respect fundamental human rights and expect our business partners to comply with laws that promote safe working conditions and individual security; laws prohibiting forced labor; prohibitions on the employment of underage children; prohibitions on human trafficking; and laws that ensure freedom of association and the right to engage in collective bargaining. We prohibit any form of forced, indentured, or involuntary labor, human trafficking and do not tolerate use of illegal child labor, including by our suppliers, anywhere that we conduct business.

Maintaining Fair Competition

Mattr is a staunch supporter of free and fair competition. Our actions in the marketplace define who we are as a Company. By competing based on the quality of our goods and services, and never in an unethical manner, we uphold the Company's reputation as an ethical leader in our industry. No employee, director or officer should take unfair advantage of anyone through manipulation, concealment, abuse of privileged information, misrepresentation of material facts, or any other unfair-dealing practice.

Interacting with Competitors

Antitrust and Competition laws are intended to preserve a free and competitive marketplace. The Company requires full compliance with these laws. Mattr Parties must not discuss with competitors how the Company prices, markets, services,



Abiding by Anti-Bribery and Corruption Laws

Anti-Bribery and Corruption laws, including, but not limited to the U.S. Foreign Corrupt Practices Act, the Canadian Corruption of Foreign Public Officials Act, and the U.K. Bribery Act, generally apply to all Mattr Parties and Mattr operations around the world.

While bribery and corruption laws vary in each country, the rules at Mattr are simple:

- You must never pay or offer to pay or authorize the payment of a bribe to anyone, including to a *Government Official* or private individual.
- You must never request or receive a bribe.
- You must never use a third-party intermediary on your behalf or on behalf of the Company to pay or receive a bribe.

Bribery is generally defined as the act of offering, giving, receiving, or soliciting anything of value as a means to influence the actions of an individual in a position of trust or authority. This can include money, gifts, loans, rewards, or other advantages. The intent behind bribery is to induce the recipient to act in a way that benefits the giver, often in violation of legal or ethical standards.

The Company's Legal Department must approve all contracts with a Sales Agent, Distributor, Reseller, Logistic Service Provider, Customs or Immigration agents/consultants or other party acting on behalf of Mattr that will or may have contact with a Government Official.

If you have ever been asked to pay a Bribe or if you believe that a colleague or third party may be improperly influencing, bribing, or engaging

in any corrupt behavior – or if something simply “doesn't feel right” contact the Legal Department immediately.

Giving Gifts, Entertainment, Travel and Accommodations

At Mattr, we promote successful working relationships and goodwill with our customers, suppliers and other business partners, as they are vital to our success. We recognize that business entertainment, such as dining out or attending events, can play an important role in strengthening these relationships. Further, we appreciate that there are cultural practices that include gift-giving in countries where we do business.

While we respect these practices, we must be careful not to let them override our commitment to comply with the law and our policies. As a general rule, gifts, hospitality, and entertainment must never be given or received with the intent to obtain or retain business, or to influence a government official. We should also avoid circumstances that would create even the appearance of improper intent.

The offering or receipt of a gift of minimal value may be permitted, provided that it is done openly and lawfully in accordance with acceptable practices in our industry and the location in which it is taking place. Gifts can take many forms, including free products or services, special favors, discounts, entertainment, and even free transportation to or from a meeting. However, the offering or receipt of extravagant gifts, cash, or cash equivalents such as gift cards is never acceptable.

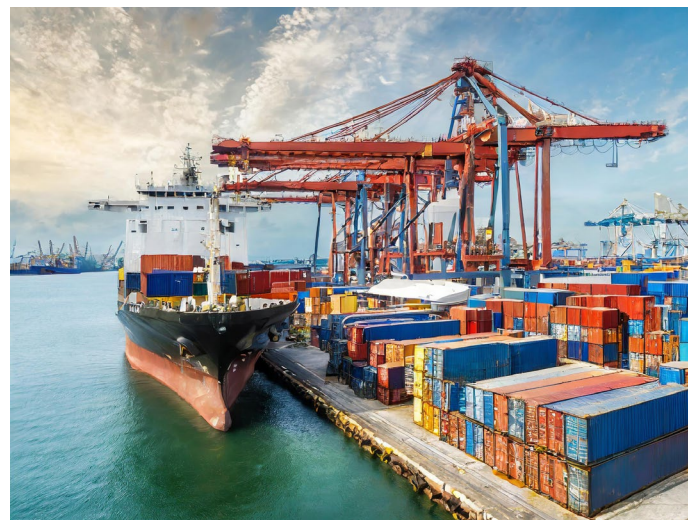
While understanding the difference between appropriate and inappropriate entertainment and gifts is not always easy, be guided by this: if it doesn't feel right, it probably isn't. If public disclosure of it could cause embarrassment to Mattr or to you personally, it is unacceptable. If you are unsure about a particular gift or entertainment activity, or if the gift or entertainment involves a government official, you should always contact the Legal Department before taking any action.

Trade Controls and Restrictions

As a global company, Matrr delivers its expertise, creativity, and products throughout the world and across many borders. Operating globally means that Matrr is subject to trade control laws in various countries that we do business in, and Matrr is committed to full compliance with these laws, including:

- Export controls, trade restrictions, trade embargoes, and economic sanctions, which limit or prohibit Matrr from engaging in business activities with certain countries, individuals, or entities.
- Anti-boycott laws that prohibit companies from participating in or cooperating with an international boycott that is not approved or sanctioned by the U.S. government.
- Other import or export laws that require Matrr and its business partners to pay duties and/or to obtain specific licenses, permits, or other documentation before transferring products and technical data across borders.

If you are responsible at Matrr for making decisions about where or to whom we buy or sell products, or you are otherwise involved in cross-border business transactions, you must familiarize yourself with Matrr's policies on trade compliance and sanctions, and/or seek advice from the Legal Department.



Charitable Donations

Matrr encourages us to improve the quality of life in the communities in which we live and work through participation in community projects and other charitable activities. It is important, however, that each of us recognize that contributions to charitable organizations in which government officials participate can run afoul of anti-corruption laws. As a result, no employee can contribute to a charitable donation in the Company's name without prior written approval from the Company's Legal Department.

Political Contributions

Matrr encourages us to participate in the political and governmental process and, when permitted by a country's laws and customs, to communicate our personal views to appointed and elected officials. However, we cannot identify ourselves as representatives of the Company or any of its affiliate companies. Contributions to a political party can also run afoul of anti-corruption laws. As a result, no employee can contribute to a political candidate, political party, or political action committee in the Company's name without prior written approval from the Company's Legal Department. Under no circumstances will the Company reimburse any employee for making a personal political contribution.



5

Receipt and Acknowledgement

Receipt and Acknowledgement

I have received a copy of the Company's Global Code of Conduct and have read it carefully. I understand all the guidelines, practices and policies and agree to abide by them.

I understand and agree that if I violate the guidelines, practices, and policies in the Code that I can be disciplined for my conduct and may even be terminated.

I understand that the Company reserves the right to change, amend, or delete any or all the information contained in the Code at any time as dictated by circumstances of the business.

I further understand that signing this Receipt and Acknowledgment form does not, nor is it intended, to confer any rights, benefits, or employment, or constitute an assurance of continued employment or employment other than at-will. Except as stated in the Disclosure section below:

- I do not know of any interest or business relationship of mine or of my family members that conflicts with the provisions of the Code.

- I do not know of any other activity or set of circumstances, whether by or involving others, or myself that is in violation of the Code.

Disclosure

The information provided below discloses circumstances which may be considered a violation of the Code or possible Conflict of Interest involving me, my family, or my close personal friends. Please use additional paper if required.

Signature

Print Name

Date