

# **HUMAN RIGHTS POLICY**

Fiscal Year 2020

Respect for human rights is a fundamental value of Matthews International Corporation ("Matthews" and/or the "Company). We strive to respect and promote human rights in accordance with both the United Nations ("UN") Guiding Principles on Business and Human Rights and the Organization for Economic Co-operation and Development (the "OECD") Guidelines for Multinational Enterprises in our relationships with our employees, suppliers and customers. Our aim is to help increase the enjoyment of human rights within the communities in which we operate. This policy is guided by the international human rights principles encompassed by the Universal Declaration of Human Rights. This policy applies to Matthews, the entities that we own, and all the facilities that we operate. The Company also expects vendors and suppliers to honor and support these principles and we urge them to adopt similar policies within their own businesses. Matthews' Human Rights Policy (this "Policy") is overseen by the Board of Directors of the Company, as well as the President & Chief Executive Officer.



#### **SALIENT RISKS**

The Company is committed to respecting all internationally recognized human rights and our management policies and ongoing procedures cover the breadth of these rights, principles and related issues. Our approach to human rights starts with understanding how our products, business activities and operations may impact stakeholders, both positively and negatively. We focus on the human rights issues that are most salient to our business. Among the broader human rights issues we identified, our saliency process prioritized (in alphabetical order):

- · Access to Reporting Systems for Employees
- · Community and Stakeholder Engagement
- Diversity and Inclusion
- Forced Labor and Human Trafficking
- Freedom of Association and Collective Bargaining
- Living Wage and Income
- Safety and Health
- Workplace Security



# **Access to Reporting Systems for Employees**

We strive to create workplaces in which open and honest communications among all employees are valued, respected and encouraged. The Company is committed to complying with all applicable labor and employment laws wherever we operate. The Company also ensures employees are aware of this Policy through training and an annual certification process. Any employee who believes a conflict arises between the language of this Policy and the laws, customs and practices of the place where he or she works, or who has questions about this Policy or would like to confidentially report a potential violation of this Policy, should raise those questions and concerns with local management, Human Resources or the Legal Department. Employees can also report suspected policy violations anonymously using the Ethics Reporting System (www.matw-ethics.com).

# Community and Stakeholder Engagement

We recognize that we are and have become an integral part of the communities in which we operate. Accordingly, we endeavor to engage with communities on matters that are important to them. Our aim is to ensure through dialogue that we are listening to, learning from and considering their views as we conduct our business. Matthews partners with the Leukemia and Lymphoma Society and the United Way to help members of the communities where we work.

Matthews consistently seeks to engage our stakeholders with formal processes to provide timely and meaningful updates on current performance and, where appropriate, solicit feedback for improvement:

- Investors Quarterly calls and annual meetings (all occurred in 2020)
- Suppliers Supplier Quality and Purchasing departments through training and evaluations
- Employees Frequent updates from the CEO, internal website and Ethics Reporting System

# **Diversity and Inclusion**

At Matthews, diversity is about recognizing that our dimensions of difference are our greatest strength, and then building an inclusive environment in which everyone feels welcome, valued. respected and free to realize their full potential. We are committed to equal opportunity and are intolerant of discrimination and harassment. Since our formation in 1850, Matthews remains committed to protecting the rights of all employees and maintaining workplaces that are free from discrimination or harassment on the basis of race, sex, color, national or social origin, ethnicity, religion, age, disability, sexual orientation, gender identification or expression, political opinion or any other status protected by applicable law.

As a global employer of more than 11,000 people, we believe it is our responsibility to ensure widespread representation of and provide equitable opportunities for all people at all levels within our Company, while continuing our support for the communities in which we live and work. We must individually and collectively continue to uphold these values every day. The basis for recruitment, hiring, placement, development, training, compensation and advancement at the Company is qualifications, performance, skills and experience. We do not tolerate disrespectful or inappropriate behavior, unfair treatment or retaliation of any kind. Harassment is not tolerated in the workplace and in any work-related circumstance outside the workplace.



Matthews recently formed a Diversity and Inclusion Committee comprised of a broad cross-section of employees throughout the globe to continually evaluate how the Company effectively contributes to advancing racial equity and greater diversity and inclusion within Matthews. As always, we are prepared to work together, throughout our organization, to inspire and advance change. This Committee will be actively evaluating, building and implementing programs that support the Company's ongoing efforts to develop a diverse talent pipeline and a workforce that is a direct reflection of the people, clients, customers and communities we proudly serve.

## **Forced Labor and Human Trafficking**

Matthews is committed to a work environment that is free from human trafficking and slavery, which for purposes of this policy, includes forced labor and unlawful child labor. The Company will not tolerate or condone human trafficking or slavery in any part of our global organization. This policy is consistent with the Company's Code of Business Conduct & Ethics and our core values to protect and advance human dignity and human rights in our global business practices. We prohibit the use of all forms of forced labor, including prison labor, indentured labor, bonded labor, military labor. modern forms of slavery and any form of human trafficking. Matthews upholds accountability standards and procedures for employees and suppliers who fail to meet these requirements.

# Freedom of Association and Collective Bargaining

Using the International Labour Organization conventions on labor rights as a benchmark. Matthews respects our employees' right to join, form or not to join a labor union without fear of reprisal, intimidation or harassment. Where employees are represented by a legally recognized union, we are committed to establishing a constructive dialogue with their freely chosen representatives. The Company is committed to providing the best working conditions possible for all employees.

## **Living Wage and Income**

Matthews is committed to a living wage for all employees. The Company complies with minimum wage legislation at all of our sites and operations globally, and we make every effort to exceed the legal minimum wage. Our competitive compensation reflects our practice of establishing competitive salary ranges based on actual pay data from benchmark peer companies in manufacturing. Matthews also complies with all applicable laws relating to overtime and breaks.

## Safety and Health Policy

The safety and health of our employees is of paramount importance and Matthews is committed to having a best-in-class safety and health management system. The Safety and Health Policy aims to deploy a framework and model across all facilities and operations in order to create:

- An approach of shared ownership that aligns business leaders and all levels of employees in the development of a global Health & Safety framework
- Clear expectations to help frame the safety culture, one with clear behaviors and leader's expectations to aid on the journey of keeping our employees safe
- Collaborative team approach leveraging continuous improvement and Matthews Management System (MMS) to enhance and support the achievement of our Health & Safety goals and objectives
- A system that ensures compliance with applicable safety and health laws and regulations, as well as internal requirements.



#### **Health and Safety Performance**

Matthews measures its health and safety performance by measuring Total Recordable Rate ("TRR") and Days Away/Restricted/Transferred ("DART") at all facilities and operations. These metrics encompass all injuries, occupational diseases, and work-related fatalities that occur in any of Matthews' facilities and operations.

TRR is calculated as the number of recordable incidents per 100 employees. Matthews' TRR for all sites and operations is 68% lower than the industry average TRR as calculated by the Bureau of Labor Statistics.

DART is calculated as the number of incidents that lead an employee being unable to perform their usual daily job tasks per 100 employees. Matthews' DART for all sites and operations is 22% lower than the industry average DART as calculated by the Bureau of Labor Statistics.

#### **Health and Safety Management System and Improvement**

Matthews created a Global Safety and Health Steering Committee focused on managing the Safety and Health activities of the Company and making specific efforts to eliminate injuries, occupational diseases and work-related fatalities. Specifically, the Steering Committee:

- · Consists of Matthews' Leadership representing locations across the globe and crossfunctional disciplines:
- Provides direction and support to our Work Stream Subject Matter Experts ("SMEs"), which consist of location Environmental, Health & Safety Coordinators; and
- Is the driving force that develops and deploys Matthews' Safety & Health Standard.

All Matthews sites and operations also have a Safety and Health Steering Committee that is comprised of both management and hourly employees. This committee collects data for TRR and DART for lagging indicators of Safety and Health, but also tracks leading indicators and uses behavior-based practices for a proactive approach to improve safety at the sites.

Each month, the quantitative targets for these committees:

- Conduct one (1) sitewide tour looking for potential safety and health hazards;
- Correct 100% of those hazards within the same month to prevent incidents;
- · Review the site Annual Safety and Health Plan to ensure all activities and required training are on track to be completed; and
- Engage in a segment wide "Call to Action" video conference to discuss Safety and Health topics, opportunities and share best practices.

## **Workplace Security**

Matthews is committed to maintaining a workplace that is free from violence, harassment, intimidation and other unsafe or disruptive conditions due to internal and external threats. Security safeguards for employees are provided, as needed, and are maintained with respect for employee privacy and dignity. All security safeguards are consistent with the intent of the Voluntary Principles on Security and Human Rights, as well as the laws of the countries in which we operate. Security safeguards are vetted to ensure that there are no human rights infringements imposed by any security safeguards provided by the Company at any site we operate. Where and when necessary or appropriate, the Company retains outside resources with specific subject matter expertise and capabilities to thoroughly assess security considerations potentially impacting the Company's operations, including travel to and from certain locations.