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**MATRIX COMPOSITES & ENGINEERING LTD**

**ACN 009 435 250**

**2019 NOTICE OF ANNUAL GENERAL MEETING**

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**TIME:** 10.00am (WST)

**DATE:** Thursday, 14 November 2019

**PLACE:** Matrix Composites & Engineering Ltd  
150 Quill Way, Henderson, Western Australia

***This Notice of Annual General Meeting should be read in its entirety. If Shareholders are in doubt as to how they should vote, they should seek advice from their professional advisers prior to voting.***

***Should you wish to discuss the matters in this Notice of Annual General Meeting please do not hesitate to contact the Company Secretary on (+61 8) 9412 1200.***

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## CONTENTS PAGE

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Notice of Annual General Meeting (setting out the proposed resolutions)	3
Explanatory Statement	6
Glossary	12
Proxy Form	

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## TIME AND PLACE OF MEETING AND HOW TO VOTE

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### VENUE

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The Annual General Meeting of the Shareholders to which this Notice of Annual General Meeting relates will be held at 10.00 am (WST) on Thursday, 14 November 2019 at Matrix Composites & Engineering Ltd, 150 Quill Way, Henderson, Western Australia.

### YOUR VOTE IS IMPORTANT

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The business of the Annual General Meeting affects your shareholding and your vote is important.

### VOTING IN PERSON

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To vote in person, attend the Annual General Meeting on the date and at the place set out above.

### CORPORATE REPRESENTATIVES

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A body corporate which is a Shareholder, or which has been appointed as a proxy, is entitled to appoint any person to act as its representative at the Annual General Meeting. The appointment of the representative must comply with the requirements in section 250D of the Corporations Act. The representative should bring to the Annual General Meeting evidence of his or her appointment as the body corporate's representative, including any authority under which the appointment is signed. Unless the appointment states otherwise, the representative may exercise on the body corporate's behalf all of the powers that the appointing body could exercise at a meeting or in voting on a resolution. Shareholders can download and fill out the 'Appointment of Corporate Representation' form from the website of the share registry of the Company – [www.linkmarketservices.com.au](http://www.linkmarketservices.com.au) (under 'Resources' then 'Forms').

### VOTING BY PROXY

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To vote by proxy, please complete and sign the enclosed proxy form and return by:

- (a) post to the Company's share registry, Link Market Services Limited at Locked Bag A14, Sydney South NSW 1235 or deliver to Link Market Services Limited at 1A Homebush Bay Drive, Rhodes NSW 2138; or
- (b) facsimile to the Company's share registry, Link Market Services Limited on facsimile number (+612) 9287 0309; or
- (c) online by visiting [www.investorcentre.linkmarketservices.com.au](http://www.investorcentre.linkmarketservices.com.au). You will be taken to have signed your Proxy Form if you lodge it in accordance with the instructions given on the website,

so that it is received not later than 10.00am (WST) on Tuesday, 12 November 2019. **Proxy forms received later than this time will be invalid.**

## **NOTICE OF ANNUAL GENERAL MEETING**

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Notice is given that the 2019 Annual General Meeting of Shareholders of Matrix Composites & Engineering Ltd will be held at 10.00 am (WST) on Thursday, 14 November 2019 at Matrix Composites & Engineering Ltd, 150 Quill Way, Henderson, Western Australia.

The Explanatory Statement to this Notice of Annual General Meeting provides additional information on matters to be considered at the Annual General Meeting. The Explanatory Statement and the proxy form are part of this Notice of Annual General Meeting.

The Directors have determined pursuant to Regulation 7.11.37 of the Corporations Regulations 2001 (Cth) that the persons eligible to vote at the Annual General Meeting are those who are registered Shareholders of the Company at 4.00pm (WST) on Tuesday, 12 November 2019.

Terms and abbreviations used in this Notice of Annual General Meeting and Explanatory Statement are defined in the Glossary.

### **AGENDA**

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#### **1. ORDINARY BUSINESS**

#### **2. ANNUAL FINANCIAL REPORT**

To receive and consider the Financial Report of the Company for the year ended 30 June 2019, consisting of the Income Statements, Statement of Financial Position, Statements of Changes in Equity, Statements of Cash Flows, the Directors' Report, the Directors' Declaration and the Independent Auditor's Report.

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#### **3. RESOLUTION 1 – RE-ELECTION OF MR CRAIG DUNCAN AS A DIRECTOR**

To consider and, if thought fit, to pass the following resolution as an ordinary resolution of the Company:

*“That, Mr Craig Duncan, being a Director of the Company, retiring by rotation in accordance with article 19.3 of the Company's Constitution, and being eligible, is re-elected as a Director of the Company.”*

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#### **4. RESOLUTION 2 – GRANT OF SHARE APPRECIATION RIGHTS TO MANAGING DIRECTOR AND CHIEF EXECUTIVE OFFICER MR AARON BEGLEY**

To consider and, if thought fit, to pass the following resolution as an ordinary resolution of the Company:

*“That, for the purposes of ASX Listing Rule 10.14 and for all other purposes, the grant to the Managing Director and Chief Executive Officer Aaron Begley of 4,632,153 Share Appreciation Rights under the Matrix Rights Plan, on the terms described in the Explanatory Statement which forms part of this Notice of Annual Meeting, be approved.”*

#### **Voting Exclusion:**

The Company will disregard any votes cast in favour of Resolution 2 by, or on behalf of, any Director who is eligible to participate in the Matrix Rights Plan in respect of which approval is sought pursuant to Resolution 2 or their associates.

However, the Company need not disregard a vote cast on Resolution 2 if:

- it is cast by a person as proxy for a person who is entitled to vote, in accordance with the directions on the proxy form; or

- it is cast by the Chairman as proxy for a person who is entitled to vote, in accordance with a direction on the proxy form to vote as the proxy decides.

In addition, a vote on Resolution 2 must not be cast (in any capacity) by, or on behalf of, the following persons:

- a member of the KMP; or
- a Closely Related Party of such a member of the KMP.

However, a person described above may cast a vote on Resolution 2 as a proxy if the vote is not on behalf of a person described above and either:

- the proxy appointment is in writing and specifies the way the proxy is to vote (for, against, abstain) on the resolution; or
- the vote is cast by the Chairman and the appointment of the Chairman as proxy does not specify the way the proxy is to vote on the resolution and expressly authorises the Chairman to exercise the proxy even if the resolution is connected directly or indirectly with the remuneration of a member of the KMP.

The Chairman will vote any undirected proxies in favour of Resolution 2 in accordance with the Corporations Act and ASX Listing Rules.

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## 5. RESOLUTION 3 – THE REMUNERATION REPORT FOR THE YEAR ENDED 30 JUNE 2019 IS ADOPTED

To consider and, if thought fit, to pass the following resolution as an advisory resolution of the Company:

*"That for the purposes of section 250R(2) of the Corporations Act, and for all other purposes, the Remuneration Report, as set out in the Company's 2019 Annual Report, is adopted."*

The vote on this resolution is advisory only and does not bind the Directors or the Company.

### **Voting exclusion:**

A vote on Resolution 3 must not be cast (in any capacity) by, or on behalf of, the following persons:

- a member of the KMP whose remuneration is disclosed in the 2019 Remuneration Report; or
- a Closely Related Party of such a member of the KMP.

However, a person described above may cast a vote on Resolution 3 as a proxy if the vote is not on behalf of a person described above and either:

- the proxy appointment is in writing and specifies the way the proxy is to vote (for, against, abstain) on the resolution; or
- the vote is cast by the Chairman and the appointment of the Chairman as proxy does not specify the way the proxy is to vote on the resolution and expressly authorises the Chairman to exercise the proxy even if the resolution is connected directly or indirectly with the remuneration of a member of the KMP.

The Chairman will vote any undirected proxies in favour of Resolution 3 in accordance with the Corporations Act and ASX Listing Rules.

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## 6. OTHER BUSINESS

To deal with any other business which may be brought forward in accordance with the Company's Constitution and the Corporations Act.

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**DATED: 1 OCTOBER 2019 BY**

**ORDER OF THE BOARD**

**JULIE JONES  
MATRIX COMPOSITES & ENGINEERING LTD  
JOINT COMPANY SECRETARY**

**ENQUIRIES**

Shareholders may contact the Company Secretary on (+61 8) 9412 1200 if they have any queries in respect of the matters set out in these documents.

If you have an issue or question that you would like addressed at the Annual General Meeting or would like to submit a written question to the Chairman or Deloitte (our external auditor) before the Annual General Meeting, please send your query to [companysec@matrixengineered.com](mailto:companysec@matrixengineered.com) no later than Wednesday, 23 October 2019.

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## EXPLANATORY STATEMENT

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This Explanatory Statement has been prepared for the information of the Shareholders in connection with the business to be conducted at the 2019 Annual General Meeting to be held at 10.00 am (WST) on Thursday, 14 November 2019 at Matrix Composites & Engineering Ltd, 150 Quill Way, Henderson, Western Australia.

The purpose of this Explanatory Statement is to provide information which the Directors believe to be important to Shareholders in deciding whether or not to pass the Resolutions in the Notice of Annual General Meeting.

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### 1. ANNUAL FINANCIAL REPORT

In accordance with the Constitution, the business of the Annual General Meeting will include receipt and consideration of the Financial Report of the Company for the financial year ended 30 June 2019 together with the Directors' Declaration, the Directors' Report, and the Independent Auditor's Report.

The Financial Report is available on the Company's website at [www.matrix-corp.org](http://www.matrix-corp.org).

No formal resolution is required regarding the Financial Report, however provision will be made for Shareholders as a whole to ask questions or make comments on the reports or the management of the Company. Shareholders may question the Independent External Auditor regarding the conduct of the audit, the independence of the auditor, preparation and content of the reports and accounting policies adopted by the Company.

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### 2. RESOLUTION 1 – RE-ELECTION OF MR CRAIG DUNCAN

Clause 19.3 of the Constitution provides that at every annual general meeting of the Company, an election of Directors must be held and, if there would otherwise not be a vacancy on the board, and no Director is required to retire, then the Director longest in office since last being elected must retire (excluding the Managing Director).

Listing Rule 14.4 provides that a Director, other than the managing director, of an entity must not hold office (without re-election) past the third annual general meeting following the director's appointment or three years, whichever is longer. Listing Rule 14.5 provides that an entity which has directors must hold an election of directors every year.

In accordance with clause 19.3 of the Constitution and Listing Rules 14.4 and 14.5, the Company has determined that one Director must retire by rotation. In accordance with clause 19.3 of the Constitution, a Director who retires by rotation under clause 19.3 is eligible for re-election.

For these reasons, Mr Duncan, being a Director of the Company, will retire by way of rotation and, being eligible, offers himself for re-election as a non-executive Director of the Company.

Details of Mr Duncan are set out below:

Mr Duncan has over 40 years' experience in the petroleum and mining industries in Australia, Asia, the Middle East and Africa. He was previously a Drilling Superintendent at Apache Energy for 12 years and was responsible for managing well construction operations. Prior to this role, Mr Duncan was involved in manufacturing specialised equipment for the gold mining industry.

Mr Duncan chairs the Risk Committee and is a member of the Audit, Remuneration and Nomination Committees of the Company.

Mr Duncan holds a Graduate Diploma in Petroleum Engineering, University of New South Wales, 2005.

*The Board (excluding Mr Duncan) recommends the re-election of Mr Duncan as a Director.*

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### **3. RESOLUTION 2 – GRANT OF SHARE APPRECIATION RIGHTS TO MANAGING DIRECTOR AND CHIEF EXECUTIVE OFFICER MR AARON BEGLEY**

ASX Listing Rule 10.14 provides that a listed company must not permit a Director to acquire securities under an employee incentive scheme without the approval of shareholders by ordinary resolution.

Resolution 2 seeks the approval of Shareholders to the proposed grant under the Matrix Rights Plan to the Company's Managing Director and Chief Executive Officer Aaron Begley of Share Appreciation Rights (**SARs**), as part of his Senior Executive Plan entitlement to the Rights Plan. If approval is given for the issue of securities under ASX Listing Rule 10.14, approval is not required under ASX Listing Rule 7.1 and the Company's issuing capacity will not be used either.

Subject to approval by Shareholders, the Board proposes that in respect of the 2019 Financial Year Mr Begley be issued with 4,632,153 SARs under the Rights Plan. Based on Stantons International Securities' determination that each SAR has a value of \$0.0367 as at 30 June 2019, the value of the proposed grant of SARs to Mr Begley is \$170,000. No amount will be payable in respect of the allocation of SARs, nor in respect of any Shares allocated upon vesting of the SARs.

#### **3.1 Background**

In order to provide a long-term incentive which aligns employees with the Company's strategies, the Rights Plan has been established to allow the Board to grant performance based awards.

The Rights Plan has been designed to provide for the offer of Rights (in the form of Performance Rights or SARs) structured with performance conditions to align with growth in shareholder value.

The Board believes that appropriately designed equity-based plans are an important component of the Company's remuneration structure. Such plans are a key element in attracting and retaining talented employees, including senior executives, and ensure the interests of employees are aligned with those of Shareholders in creating long-term Shareholder value.

In the Board's view, the terms of the SARs and the vesting conditions link the ultimate value of the SARs to the sustained growth of the Company and provide an appropriate incentive for Mr Begley to ensure the Company's continued performance.

#### **3.2 Key Terms of the Matrix Rights Plan**

Under the Rights Plan, the Board may determine the key terms and conditions of any Rights granted under the Rights Plan. Rights granted under the Rights Plan may be in the form of the following:

**Performance Rights:** an entitlement to acquire a Share on a one for one basis, subject to satisfaction of vesting conditions and any other terms and conditions determined by the Board.

**Share Appreciation Rights (SARs):** an entitlement to acquire Shares equal to the growth in value of the underlying Shares (if any) upon satisfaction of the relevant

vesting conditions and any other terms and conditions determined by the Board.

The Rights Plan is administered by the Board which has an absolute discretion to determine appropriate procedures for its administration and formulate special terms and conditions (subject to the Listing Rules) in addition to those set out in the Rights Plan.

Each employee who acquires Rights under the Rights Plan becomes a participant in the Rights Plan.

Under the grants made to Mr Begley, he is able to allocate Rights between Performance Rights and SARs. Mr Begley has advised he intends to take 100 per cent of his allocation as SARs.

The following terms apply to all SARs granted under the Rights Plan:

- (a) SARs do not carry any dividend or voting rights.
- (b) SARs will be subject to the specific terms and conditions under which they have been issued, until a Share issued under the relevant plan is:
  - registered in the name of the holder;
  - not subject to any vesting conditions; and
  - not subject to a holding lock or any disposal restrictions.
- (c) The Board can determine at its absolute discretion to satisfy any obligation under the Rights Plan by acquiring existing Shares on-market, issuing new Shares, cash settling the value of any obligation or a combination of all three.
- (d) The Company will apply for quotation on the official list of ASX of Shares issued in satisfaction of its obligations under the Rights Plan subsequent to vesting. The Company will not seek quotation of any SARs.
- (e) Should the Company undergo a reorganisation or reconstruction of capital the SARs will be adjusted to ensure the value of the SARs is not diminished as a result of that capital reconstruction or reorganisation. In the event of a bonus or rights issue, the Board may exercise its discretion to ensure Mr Begley does not enjoy a windfall gain or suffer a material detriment. Any adjustment will be subject to the Listing Rules.
- (f) Where the Company divests or disposes of a material business or subsidiary, the Board may vary the terms of SARs to take into account that divestment/disposal.
- (g) In the event of a change of control, the Board has discretion to determine the treatment of SARs and the timing of that treatment, which may include that the SARs:
  - vest, whether or not conditions have been met;
  - lapse or are forfeited;
  - remain subject to conditions and/or periods, or subject to varied conditions and/periods; or
  - may only be settled in cash, or securities other than Shares.

In making such a determination, the Board may have regard to any factors that the Board considers relevant, including the performance period elapsed at the



time of the event, the extent to which the vesting conditions have been satisfied at the time of event and the circumstances of the event.

- (h) SARs issued under the Rights Plan are not transferable or assignable without the consent of the Board or upon death to a participant's legal personal representative or upon bankruptcy to the participant's trustee in bankruptcy.

### **Hedging**

SARs holders are not permitted to enter into any scheme or arrangement which would hedge the economic benefit that may be earned from the SARs.

### **Claw-back**

The Board retains the power to "claw back" any benefit obtained under the grant of SARs where the vesting of an award is determined to have been based on fraud or dishonesty of the relevant participant.

### **Vesting Conditions**

SARs will be subject to the following vesting conditions:

- three-year service period from **1 July 2019**; and
- the 28-day VWAP of MCE shares for the period ending 30 June 2022 reaching \$0.60 (**2022 Financial Year VWAP**).

Upon vesting of any SARs, Mr Begley will be allocated the number of Shares (or the cash equivalent equal to the value) derived by multiplying the number of vested SARs by the growth in the Matrix share price during the performance period relative to the hurdle share price of \$0.60.

The number of SARs to be granted to Mr Begley under the Rights Plan, testing date, and vesting date are as follows:

<b>Number of SARs</b>	<b>Testing Date</b>	<b>Vesting Date</b>
4,632,153	30 June 2022	30 June 2022

Assuming vesting conditions are met and an assumed 2022 Financial Year VWAP of \$1.00 and \$2.00, the value attributed to Mr Begley's SARs is as set out below.

<b>Target Future Share Price</b>	<b>\$1.00</b>	<b>\$2.00</b>
<b>Grant Value</b>	\$170,000	\$170,000
<b>SAR value</b>	\$0.0367	\$0.0367
<b>SARs granted</b>	4,632,153	4,632,153
<b>Hurdle Price</b>	\$0.60	\$0.60
<b>Share Price Uplift</b>	0.40	1.40
<b>Benefit</b>	\$1,852,861	\$6,4385,014
<b>Matrix share conversion</b>	1,852,861	3,242,507

Accordingly, unless the vesting conditions of:

- i) the 28-day VWAP of MCE shares for the period ending 30 June 2022 reaching \$0.60; and

ii) the three year service condition,

are met, the SARs will not vest and no benefit will accrue to Mr Begley.

If Mr Begley ceases employment with the Company before the end of the performance period, the treatment will depend on the circumstances of cessation.

All unvested SARs will lapse in the event of resignation or termination for cause. Where Mr Begley ceases employment for any other reason, his unvested SARs will generally continue on-foot and be tested at the end of the original vesting date against the relevant vesting conditions. However, the Board has discretion to apply another treatment that it deems appropriate in the circumstances.

### **3.3 Additional Information**

In accordance with ASX Listing Rule 10.15, the following additional information is provided regarding Resolution 2.

- Aaron Begley is the Chief Executive Officer and Managing Director of the Company.
- Mr Begley will be granted up to 4,632,153 Share Appreciation Rights for nil financial consideration, which subject to the achievement of performance conditions, may convert to ordinary shares in the capital of Matrix. Any Shares allocated to Mr Begley may be acquired on-market or issued by Matrix.

Alternatively, the Board may determine in its absolute discretion that a vested Share Appreciation Right will be satisfied by the Company making a cash payment to Mr Begley in lieu of allocating Shares.

- For the purposes of ASX Listing Rule 10.15.4, the only person listed in ASX Listing Rule 10.14 that has received any securities under the Rights Plan since the Rights Plan was last approved by Shareholders at the 2017 Annual General Meeting is Mr Begley who was granted:
  - 1,845,455 Share Appreciation Rights for nil financial consideration on 8 November 2018 following approval at the Company's 2018 Annual General Meeting; and
  - 1,486,641 Share Appreciation Rights for nil financial consideration on 8 November 2017 following approval the Company's 2017 Annual General meeting.
- The terms and conditions of the Rights Plan provide that only employees of the Company (which includes Executive Directors) are eligible to participate in the Rights Plan. Non-executive directors are not eligible to participate in the Rights Plan. Mr Begley is currently the only Executive Director of the Company.
- There is no loan attaching to the offer of Share Appreciation Rights under the Rights Plan.
- Details of any securities issued under the Rights Plan will be published in the Company's future annual remuneration reports, including that approval for this issue of securities was obtained under Listing Rule 10.14.
- The Company will grant the Share Appreciation Rights as soon as practicable and, in any event, no later than 12 months after the date of this Meeting.
- A voting exclusion statement is set out under Resolution 2 in the Notice of Annual General Meeting.

### 3.4 Related Party Benefit

The Board, other than Mr Aaron Begley, has considered the application of Chapter 2E of the Corporations Act to the grant of Share Appreciation Rights to Mr Begley and considers that the financial benefit given by such grant of Share Appreciation Rights constitutes reasonable remuneration to Mr Begley given the circumstances of the Company and Mr Begley's roles and responsibilities with the Company, for the purposes of the exception contained in section 211(1) of the Corporations Act.

Therefore, the Company is not seeking shareholder approval pursuant to section 208 of the Corporations Act in addition to the approvals being sought under Listing Rule 10.14 for the grant of Share Appreciation Rights to Mr Aaron Begley.

*The Board (with Mr Aaron Begley abstaining) recommends that Shareholders vote in favour of Resolution 2.*

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## 4. RESOLUTION 3 – REMUNERATION REPORT

The Corporations Act requires that at a listed company's annual general meeting, a resolution for adoption of the remuneration report is required to be considered and voted on by shareholders. The Remuneration Report details the Company's policy on the remuneration of non-executive Directors, the Chief Executive Officer and senior executives and is set out in the 2019 Annual Report which is available on the Company's website at [www.matrix-corp.org](http://www.matrix-corp.org).

Shareholders will be given the opportunity to ask questions and to make comments on the Remuneration Report.

The vote on the adoption of the remuneration report is advisory only and does not bind the Directors or the Company. However, if a company's remuneration report receives a 'no' vote of 25 per cent or more at two consecutive annual general meetings, a resolution must then be put to shareholders at the second annual general meeting as to whether another meeting should be held (within 90 days) at which all directors (other than the managing director) who were in office at the date of approval of the applicable directors' report must stand for re-election (**Spill Resolution**). In summary, Shareholders will be entitled to vote in favour of holding a general meeting to re-elect the Board if the remuneration report receives 'two strikes' from Shareholders in consecutive years.

The Company did not receive a 'no' vote of 25 per cent or more in regard to the Remuneration Report at the 2018 AGM and as such the 2019 Notice of Annual General Meeting does not contain a Spill Resolution.

A voting exclusion statement applicable to this resolution is set out under Resolution 3 in the Notice of Annual General Meeting.

*In the interests of corporate governance, the Board abstains from making a recommendation in relation to this resolution.*

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## GLOSSARY

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**Annual General Meeting** means the meeting convened by the Notice of Annual General Meeting.

**ASX** means ASX Limited (ACN 008 624 691).

**Board** means the current Board of Directors.

**Chairman** means the chair of the Annual General Meeting.

**Closely Related Party** of a member of the Key Management Personnel means:

- (a) a spouse or child of the member; or
- (b) a child of the member's spouse; or
- (c) a dependant of the member or of the member's spouse; or
- (d) anyone else who is one of the member's family and may be expected to influence the member, or be influenced by the member, in the member's dealings with the Company; or
- (e) a company that the member controls; or
- (f) a person prescribed by the relevant regulations applicable for the purposes of this definition under the Corporations Act.

**Company** or **Matrix** means Matrix Composites & Engineering Ltd (ACN 009 435 250).

**Constitution** means the Company's constitution.

**Corporations Act** means the *Corporations Act 2001* (Cth).

**Directors** means the current directors of the Company.

**Explanatory Statement** means the Explanatory Statement accompanying this Notice of Annual General Meeting.

**Financial Report** means the financial report of the Company for the year ended 30 June 2019.

**Independent External Auditor** means Deloitte Touche Tohmatsu (ABN 74 490 121 060).

**Key Management Personnel** has the same meaning as in the Accounting Standards. The term broadly includes those persons with the authority and responsibility for planning, directing and controlling the activities of the Company (whether directly or indirectly), and includes any Director.

**Listing Rules** means the listing rules of the ASX.

**Notice of Annual General Meeting** means this notice of annual general meeting including the Explanatory Statement.

**Performance Rights** or **PRs** has the meaning given to that term in Annexure A.

**Rights** means Performance Rights or Share Appreciation Rights under the Rights Plan.

**Rights Plan** or **Matrix Rights Plan** means the Matrix Composites & Engineering Rights Plan.

**Share** means a fully paid ordinary share in the capital of the Company.

**Share Appreciation Rights** or **SARs** has the meaning given to that term in Annexure A.

**Shareholder** means a holder of a Share.

**WST** means Western Standard Time as observed in Perth, Western Australia.

## Annexure A: Key Terms of the Matrix Rights Plan

Under the Rights Plan, the board has the power to determine the key terms and conditions of any Rights granted under the Rights Plan.

Rights granted under the Rights Plan may be in the form of Performance Rights or Share Appreciation Rights.

Performance Rights (**PRs**) are entitlements to acquire a Share on the basis of one Share for each Performance Right that vests upon satisfaction of the relevant vesting conditions and other terms and conditions determined by the Board under the Rights Plan.

Share Appreciation Rights (**SARs**) are entitlements to acquire a number of Shares equal to the growth in the value of the underlying Shares (if any) upon satisfaction of the relevant vesting conditions and other terms and conditions determined by the Board under the Rights Plan.

The Rights Plan will be administered by the Board which has absolute discretion to determine appropriate procedures for its administration and formulate special terms and conditions (subject to the Listing Rules) in addition to those set out in the Rights Plan.

Each employee who is granted Rights under the Rights Plan becomes a Participant in the Rights Plan. It is the intention that Share Appreciation Rights will only be granted to senior executives.

Any offer by the Board of a Rights grant will contain minimum information including the following:

- the number of Rights, or the method/formula determining the Rights awarded;
- date of grant;
- the type of Rights being awarded and number of shares, or a formula to determine the number of shares, to be allocated upon vesting;
- any amount payable in respect of a grant of Rights;
- any conditions that must be satisfied, including performance and/or service conditions, and the applicable period;
- the testing dates of any applicable conditions;
- any disposal restrictions that apply to shares allocated upon vesting;
- whether Rights may be settled in cash at the discretion of the Board;
- the date on which unvested Rights will lapse or expire; and
- any conditions that will result in the forfeiture of a Right.

The following terms apply to all Rights granted under the Rights Plan.

- (a) The Rights do not carry any dividend or voting rights.
- (b) Rights will be subject to specific terms and conditions under which they have been issued, until a Share issued under the relevant plan is:

- registered in the name of the holder; and
  - not subject to any vesting conditions.
- (c) The Board can determine at its absolute discretion to satisfy any obligation under the Rights Plan by acquiring existing Shares on-market, issuing new Shares, cash settling the value of any obligation or a combination of all three.
- (d) the Company will apply for quotation on the official list of ASX of Shares issued in satisfaction of its obligations under the Rights Plan subsequent to vesting of Right under the Rights Plan, as soon as practicable after the issue of those Shares to a participant. The Company will not seek quotation of any Rights.
- (e) Should the Company undergo a reorganisation or reconstruction of capital the Rights will be adjusted to ensure the value of the Rights is not diminished as a result of that capital reconstruction or reorganisation. In the event of a bonus or rights issue, the Board may exercise its discretion to ensure a Rights holder does not enjoy a windfall gain or suffer a material detriment. Any adjustment will be subject to the Listing Rules.
- (f) Where the Company divests or disposes of a material business or subsidiary, the Board may vary the terms of Rights to take into account that divestment/disposal.
- (g) In the event of a change of control, the Board has discretion to determine the treatment of Rights and the timing of that treatment, which may include that the Rights:
- vest, whether or not conditions have been met;
  - lapse or are forfeited;
  - remain subject to conditions and/or periods, or subject to varied conditions and/or periods; or
  - may only be settled in cash, or securities other than Matrixshares.
- In making such a determination, the Board may have regard to any factors that the Board considers relevant, including the performance period elapsed at the time of the event, the extent to which the vesting conditions have been satisfied at the time of the event and the circumstances of the event.
- (h) Rights granted under the Rights Plan are not transferable or assignable without the consent of the Board or upon death to a Participant's legal personal representative or upon bankruptcy to the Participant's trustee in bankruptcy.

### **Hedging**

Rights holders are not permitted to enter into any scheme or arrangement which would hedge the economic benefit that may be earned from the Rights.

### **Termination**

Where a participant ceases employment with the Company prior to Performance Rights vesting, the treatment will depend on the circumstances of cessation.

Where the participant ceases employment due to resignation or termination for cause, all unvested Performance Rights will lapse at cessation.

Where a participant ceases employment for any other reason prior to Rights vesting, the unvested Rights will generally continue on-foot and be tested at the end of the original vesting date against the relevant vesting conditions. However, the Board has discretion to apply another treatment that it deems appropriate in the circumstances (including that another number of Performance Rights may vest either at cessation or at the end of the original vesting date, or that some or all of the Performance Rights lapse).

### **Claw-back**

The Board retains the power to “claw back” any benefit obtained under the grant of Rights where the vesting of an award is determined to have been based on fraud or dishonesty of the relevant participant.