

# NOTICE OF ANNUAL MEETING OF SHAREHOLDERS

to be held virtually on MAY 7, 2020

and

MANAGEMENT INFORMATION CIRCULAR

APRIL 3, 2020

April 3, 2020

Dear Shareholders:

You are invited to attend the annual meeting (the "**Meeting**") of the holders (the "**Shareholders**") of shares (the "**Shares**") of Pollard Banknote Limited (the "**Company**") on May 7, 2020, at 11:00 a.m. (Winnipeg time).

Due to the public health guidelines related to the COVID-19 outbreak, the Company is conducting an online only Shareholders' Meeting. Registered Shareholders can attend the meeting online at **https://web.lumiagm.com/256410717** where they can participate, vote, or submit questions during the Meeting's live webcast. Immediately following the Meeting, Company management will conduct a webcast providing an update of the business and discussion of the first quarter results, which can be attended at **https://www.Pollardbanknote.com.** 

At the Meeting, the Shareholders will be asked to consider and vote upon the matters outlined in the accompanying notice of the Meeting.

If you are unable to attend the Meeting, please complete and deliver the enclosed form of proxy in accordance with the instructions set out in the accompanying information circular so that your Shares can be voted at the Meeting.

On behalf of the Directors, management and the employees of the Company and its subsidiaries, I would like to thank you for your continued support of Pollard Banknote. We look forward to your attendance at the Meeting.

Yours very truly,

(signed) "Douglas Pollard"

Douglas Pollard Co-Chief Executive Officer, Pollard Banknote Limited

#### POLLARD BANKNOTE LIMITED

## NOTICE OF ANNUAL MEETING OF SHAREHOLDERS

This document provides formal notification of your invitation to attend the annual meeting (the "**Meeting**") of shareholders (the "**Shareholders**") of Pollard Banknote Limited (the "**Company**") to be held virtually on May 7, 2020 at 11:00 a.m. (Winnipeg time). Due to the public health guidelines related to the COVID-19 outbreak, the Company is conducting an online only Shareholders' Meeting. Registered Shareholders (as defined in this Circular under the heading "Voting at the Meeting") and duly appointed proxyholders can attend the meeting online at <u>https://web.lumiagm.com/256410717</u> where they can participate, vote, or submit questions during the Meeting's live webcast. Immediately following the Meeting, Company management will conduct a webcast providing an update of the business and discussion of the first quarter results, which can be attended at https://www.Pollardbanknote.com.

As a Shareholder, you are entitled to attend the Meeting and to cast one vote for each share ("Share") of the Company that you own. If you are a registered Shareholder and are unable to attend the Meeting, you will still be able to vote on the items of business set out below by completing the form of proxy (a "Form of Proxy") included with the management information circular (the "Information Circular"). The Information Circular explains how to complete the Form of Proxy and how the voting process works. To be valid, registered Shareholders must submit the Form of Proxy to the Company's transfer agent, Computershare Investors Services Inc. ("Computershare"), Attention: Proxy Department: (i) by mail in the enclosed postage prepaid envelope; (ii) by hand to the Toronto office of Computershare; or (iii) by facsimile to 1 (866) 249-7775, no later than 48 hours (excluding Saturdays, Sundays and statutory or civic holidays in the City of Toronto) before the time of the Meeting or any adjournments or postponements thereof.

If you are a non-registered beneficial Shareholder, you must follow the instructions provided by your broker, securities dealer, bank, trust company or similar entity in order to vote your Shares.

The following business will be conducted at the Meeting:

- (i) receipt of the audited consolidated financial statements of the Company for the year ended December 31, 2019, and the auditors' report;
- (ii) election of the directors of the Company (the "**Directors**");
- (iii) re-appointment of the auditors of the Company and authorization of the Directors to fix the remuneration of the auditors; and
- (iv) transaction of any other business that is properly brought before the Meeting.

This notice is accompanied by a Form of Proxy and the Information Circular.

The Directors have, by resolution, fixed the close of business on March 12, 2020, as the record date for the determination of holders of Shares entitled to receive notice of and vote at the Meeting or any adjournments or postponements thereof.

## **BY ORDER OF THE DIRECTORS**

(signed) "Douglas Pollard" Douglas Pollard Co-Chief Executive Officer, Pollard Banknote Limited

Winnipeg, Manitoba April 3, 2020

# MANAGEMENT INFORMATION CIRCULAR

## TABLE OF CONTENTS

INTRODUCTION	1
Advice to Beneficial Holders of Shares	
Information for United States Securityholders	2
DOCUMENTS INCORPORATED BY REFERENCE	3
GLOSSARY OF TERMS	4
MEETING	6
DESCRIPTION OF THE COMPANY	8
GENERAL PROXY MATTERS	9
Appointment of Proxies	9
Voting of Proxies	9
Revocation	9
Quorum	10
Common Shares	
Preference Shares	
Additional Information	11
ANNUAL BUSINESS OF THE MEETING	11
Election of Directors	11
Skills Matrix	16
Diversity Policy	17
Retirement Age and Term Limit	17
Appointment of Auditors	17
EXECUTIVE OFFICER AND DIRECTOR COMPENSATION	18
Compensation Discussion and Analysis	18
Performance Graph	
Summary Compensation Table	20
Stock Option Plan	22
Pension Plan Benefits	24
Employment Contracts	
Compensation of Directors	26
INDEBTEDNESS	27
CORPORATE GOVERNANCE	27
The Board	27
Other Directorships	28
The Compensation Committee	
The Audit Committee	
The Governance and Nominating Committee	30
DIRECTORS AND OFFICERS' LIABILITY INSURANCE	31
MATERIAL CONTRACTS	31
INTERESTS OF CERTAIN PERSONS OR COMPANIES IN MATTERS TO BE ACTED	
UPON	31
INTEREST OF MANAGEMENT AND OTHERS IN MATERIAL TRANSACTIONS	31
PRINCIPAL SHAREHOLDERS	31
OTHER BUSINESS	32

ADDITIONAL INFORMATION	
DIRECTORS' APPROVAL	
CHARTER OF THE BOARD OF DIRECTORS	A-1

#### **INTRODUCTION**

This management information circular (the "**Information Circular**") is furnished in connection with the solicitation of proxies by or on behalf of the directors (referred to as the "**Directors**") of Pollard Banknote Limited (the "**Company**") to all of the holders (the "**Shareholders**") of shares (the "**Shares**") of the Company, for use at the annual meeting (the "**Meeting**") of Shareholders, together with a notice of Meeting, form of proxy (a "**Form of Proxy**"). References in this Information Circular to the Meeting include any adjournments or postponements thereof.

No person has been authorized to give any information or to make any representation in connection with any matters to be considered at the Meeting other than those contained in this Information Circular and, if given or made, any such information or representation must not be relied upon as having been authorized. Solicitation of proxies is being made by or on behalf of the Directors and will be primarily by mail, but may also be undertaken by way of telephone, facsimile, e-mail or oral communication by the Directors, officers or employees of the Company and its subsidiaries, for no additional compensation. All costs associated with the solicitation of proxies by the Company and its subsidiaries will be borne by the Company and its subsidiaries.

The Directors have by resolution fixed the close of business on March 12, 2020, as the record date, being the date for the determination of registered Shareholders entitled to receive notice of and vote at the Meeting. Duly completed and executed proxies must be received by the Company's transfer agent at the address indicated on the enclosed envelope no later than 48 hours (excluding Saturdays, Sundays and statutory or civic holidays in the City of Toronto) before the time of the Meeting or any adjournments or postponements thereof.

All capitalized terms used in this Information Circular, but not otherwise defined herein, shall have the meanings set forth under "Glossary of Terms". Unless otherwise stated, information contained in this Information Circular is given as of April 3, 2020.

### Advice to Beneficial Holders of Shares

The information set forth in this section is important to many Shareholders, as a substantial number of such persons do not hold Shares in their own name.

Holders who do not hold their Shares in their own name (the "**Beneficial Shareholders**") should note that the only proxies that can be recognized and acted upon at the Meeting are those deposited by Shareholders whose names appear on the records maintained by or on behalf of the Company as the registered holders of Shares on the date of record. If such Shares are listed in an account statement provided to a Shareholder by a broker or other intermediary, then in almost all cases those Shares will not be registered in that holder's name on the records of the Company. Such Shares will more likely be registered under the name of the holder's broker, an agent or nominee of that broker or another intermediary. In Canada, the vast majority of such Shares are typically registered under the name of CDS & Co., the registration name for CDS Clearing and Depository Services Inc., which acts as nominee for many Canadian brokerage firms. Shares held by brokers or their agents or nominees or another intermediary can only be voted upon the instructions of the Beneficial Shareholder. Without specific instructions, the intermediaries are prohibited from voting the Shares for their clients. The Company does not know for whose benefit Shares registered in the name of CDS & Co. are held.

Applicable regulatory policy requires intermediaries/brokers to seek voting instructions from Beneficial Shareholders in advance of Shareholder meetings. Every intermediary/broker has its own mailing procedures and provides its own return instructions, which should be carefully followed by Beneficial Shareholders in order to ensure that their Shares are voted at the Meeting. Often, the Form of Proxy supplied to a Beneficial Shareholder by its broker is identical to the Form of Proxy provided to registered

Shareholders; however, its purpose is limited to instructing the registered Shareholder how to vote on behalf of the Beneficial Shareholder. The majority of brokers now delegate responsibility for obtaining instructions from clients to Broadridge Financial Solutions, Inc. ("**Broadridge**"). Broadridge typically mails a scannable voting instruction form in lieu of the Form of Proxy. The Beneficial Shareholder is requested to complete and return the voting instruction form to Broadridge by mail or facsimile. Alternatively, the Beneficial Shareholder can call a toll-free telephone number or access the internet to provide instructions regarding the voting of the Shares held by the Beneficial Shareholder. Broadridge then tabulates the results of all instructions received and provides appropriate instructions respecting the voting of Shares to be represented at a meeting. A Beneficial Shareholder receiving a voting instruction form to vote Shares directly at the Meeting as the voting instruction form must be returned as directed by Broadridge well in advance of the Meeting in order to have such Shares voted.

If you are a Beneficial Shareholder, you may only attend the Meeting as a proxyholder for the registered holder and vote your Shares, as applicable, in that capacity. To do this, you should enter your own name in the blank space on the applicable Form of Proxy or voting instruction form provided to you and return the document to your broker or other intermediary (or the agent of such broker or other intermediary) in accordance with the instructions provided by such broker or intermediary **well in advance of the Meeting**.

See "General Proxy Matters" for additional information.

## Information for United States Securityholders

The solicitation of proxies hereby is not subject to the proxy requirements of Section 14(a) of the United States *Securities Exchange Act of 1934*, as amended (the "**1934 Act**"), by virtue of an exemption applicable to proxy solicitations by "foreign private issuers", as defined in Rule 3b-4 under the 1934 Act. This Information Circular has been prepared in accordance with the applicable disclosure requirements in Canada. Securityholders in the United States should be aware that such requirements are different than those of the United States.

Financial statements and information included or incorporated by reference herein have been prepared in accordance with generally accepted accounting principles in Canada and are subject to auditing and auditor independence standards in Canada. These financial statements may not be comparable to financial statements of United States companies, and auditing and auditor independence standards may be different.

The enforcement by investors of civil liabilities under the United States federal securities laws may be affected adversely by the fact that the Company and its consolidated operations and a number of its subsidiaries and affiliates (the "**Group**") are incorporated or organized outside the United States, that all of their officers and Directors and the experts named herein are residents of a foreign country and that a substantial portion of the assets of the members of the Group and all of said persons are located outside the United States. As a result, it may be difficult or impossible for U.S. securityholders to effect service of process within the United States upon any members of the Group, their officers, Directors and general partners or the experts named herein, or to realize, against them, upon judgments of courts of the United States or "blue sky" laws of any state within the United States. In addition, U.S. securityholders should not assume that the courts of Canada: (a) would enforce judgments of United States courts obtained in actions against such persons predicated upon civil liabilities under the federal securities laws of the United States or "blue sky" laws of any state within the United States; or (b) would enforce, in original actions, liabilities against such persons predicated upon civil liabilities under the federal securities laws of the United States or "blue sky" laws of any state within the United States; or (b) would enforce, in original actions, liabilities against such persons predicated upon civil liabilities under the federal securities laws of the United States or "blue sky" laws of any state within the United States; or (b) would enforce, in original actions, liabilities against such persons predicated upon civil liabilities under the federal securities laws of the United States or "blue sky" laws of any state within the United States.

#### DOCUMENTS INCORPORATED BY REFERENCE

Information has been incorporated by reference in this Information Circular from documents filed with securities commissions or similar authorities in Canada. Copies of the documents incorporated by reference in this Information Circular may be obtained from SEDAR at www.sedar.com or on request without charge from the Chief Financial Officer of Pollard Banknote Limited at 140 Otter Street, Winnipeg, Manitoba R3T 0M8, or at (204) 474-2323. The following documents are specifically incorporated by reference into, and form an integral part of, this Information Circular:

- a) the Company's annual information form dated March 11, 2020;
- b) the Company's audited consolidated financial statements, together with the accompanying report of the auditors, for the year ended December 31, 2019; and
- c) management's discussion and analysis of results of operations and financial condition of the Company for the year ended December 31, 2019.

Any document of the type referred to in the preceding paragraph and any material change report (excluding confidential material change reports) or press release filed by the Company with a securities commission or similar authority in Canada, after the date of this Information Circular and prior to the Meeting, that specifically states that it is intended to be incorporated by reference into this Information Circular will be deemed to be incorporated by reference into this Information Circular.

Any statement contained in a document incorporated, or deemed to be incorporated, by reference in this Information Circular or contained in this Information Circular is deemed to be modified or superseded, for purposes of this Information Circular, to the extent that a statement contained in this Information Circular or in any other document subsequently filed with a securities commission or other similar organization in Canada which also is or is deemed to be incorporated by reference in this Information Circular modifies or supersedes such statement. The modifying or superseding statement need not state that it has modified or superseded a prior statement or include any other information set forth in the document that it modifies or supersedes. The making of a modifying or superseding statement, when made, constituted a misrepresentation, an untrue statement of a material fact or an omission to state a material fact that is required to be stated or that is necessary to make a statement not misleading in light of the circumstances in which it was made. Any statement so modified or superseded will not be deemed, except as so modified or superseded, to constitute a part of this Information Circular.

#### **GLOSSARY OF TERMS**

The following is a glossary of certain terms used in this Information Circular:

"Affiliate" has the meaning assigned to "affiliated companies" in the Securities Act (Ontario);

"Agent" means a person appointed to act on behalf of another;

"Annual Information Form" or "AIF" means the annual information form of the Company dated March 11, 2020;

"Associate" has the meaning specified in the Securities Act (Ontario);

"Beneficial Shareholders" means persons who do not hold their Shares in their own name;

"Broadridge" means Broadridge Financial Solutions, Inc.;

"**Business Day**" means a day, other than a Saturday, Sunday or statutory or civic holiday, when banks are generally open in the City of Toronto, in the Province of Ontario, for the transaction of banking business;

"**CBCA**" means the *Canada Business Corporations Act* R.S.C. 1985 c.C-44, as amended, including the regulations promulgated thereunder;

"Common Shares" means the common shares in the capital of the Company;

"Company" means Pollard Banknote Limited;

"Company Group" means, collectively, the Company, Nacako Sdn, Bhd, PBL of Puerto Rico Inc., Concuros y Promociones Pollard de Puerto Rico, Inc., Pollard Holdings Inc., Pollard (U.S.) Ltd., Pollard iLottery Inc., NeoPollard Interactive LLC, Integrity Bingo, LLC, 10188557 Canada Inc., INNOVA Gaming Group Inc., Diamond Game Enterprises, Diamond Game Enterprises Canada ULC, International Gamco, Inc., Schafer Systems (2018) Inc, Pollard Games, Inc., doing business as American Games and Fastrak Retail (UK) Limited;

"Computershare" means Computershare Investor Services Inc.;

"**Consolidation**" means the reorganization whereby Pollard Banknote Limited simplified its corporate structure through the consolidation of its wholly-owned Canadian subsidiaries, Pollard Holdings Limited Partnership, Pollard Banknote Limited Partnership, Pollard (Canada) Inc. and Pollard Banknote GP Limited effective January 1, 2015;

"**Conversion**" means the reorganization whereby Pollard Banknote Income Fund was converted into a publicly traded share corporation, Pollard Banknote Limited, which occurred on May 14, 2010;

"Director" means the director appointed under Section 260 of the CBCA;

"Equities" means Pollard Equities Limited, a corporation continued under the CBCA;

"Form of Proxy" means the form of proxy distributed by the Company in connection with the Meeting;

"Gaming Regulatory Authority" means any governmental authority which exercises gaming regulatory jurisdiction over the business of the Company and/or its subsidiaries, as such business is constituted from time to time;

"General Partner" means Pollard Banknote GP Limited, a corporation incorporated under the CBCA;

"GP Board" means the board of directors of the General Partner;

"**Information Circular**" means this management information circular distributed by the Company in connection with the Meeting;

"**Intermediary**" means securities held on behalf, or for the account, of a beneficial holder, by a broker, securities dealer, bank, trust company or similar entity;

"Management" means management of the Company Group;

"**Meeting**" means the annual meeting of Shareholders to be held on May 7, 2020, and any adjournments or postponements thereof, to consider and to vote on the matters set out in the Notice of Meeting;

"**Named Executive Officers**" or "**NEO's**" means the Co-Chief Executive Officers, the Chief Financial Officer and the three other most highly compensated executive officers of the Company, as prescribed by National Instrument 51-102F6 - *Statement of Executive Compensation*;

"Notice of Meeting" means the notice of the Meeting that accompanies this Information Circular;

"Pension Plan" means the pension plan for executive employees of Pollard Banknote Limited;

"**Person**" includes an individual, partnership, association, body corporate, executor, administrator, legal representative, any government or government entity, or any other entity, whether or not having legal status;

"Pollard Banknote" means Company Group;

"**Pollard LP**" means Pollard Holdings Limited Partnership, a limited partnership established under the laws of the Province of Manitoba;

"Record Date" means March 12, 2020;

"**Reorganization**" means the reorganization whereby Pollard Banknote Limited simplified its corporate structure through the consolidation of its wholly-owned Canadian subsidiaries, 10188557 Canada Inc. and INNOVA Gaming Group Inc., and the amalgamation of Pollard Games, Inc. and International Gamco, Inc. to reflect business management structure effective December 31, 2019;

"Securities Depository" means CDS Clearing and Depository Services Inc. or any other person acting as an intermediary for the payment or delivery of securities in respect of securities transactions and providing centralized services for securities transactions or providing centralized services as a depositary in respect of securities transactions;

"Shareholders" means the holders of the Common Shares of the Company from time to time;

"Shares" means collectively, the Common Shares of the Company;

"**Tax Act**" means the *Income Tax Act* (Canada), including the regulations promulgated thereunder, in each case as amended;

"TSX" means the Toronto Stock Exchange.

Words importing the singular include the plural and vice versa and words importing any gender include all genders.

#### MEETING

Due to the public health guidelines related to the COVID-19 outbreak, the Company is conducting an online only Shareholders' Meeting on Thursday, May 7, 2020, commencing at 11:00 a.m. (Winnipeg time) for the purposes set forth in the accompanying Notice of Meeting. The business of the Meeting will be to: (1) receive the audited consolidated financial statements of the Company for the year ended December 31, 2019, and the auditors' report; (2) elect the Directors of the Company; (3) re-appoint the auditors of the Company and authorize the Directors to fix the remuneration of the auditors; and (4) transact any other business that is properly brought before the Meeting. Immediately following the Meeting, Company management will conduct a webcast providing an update of the business and discussion of the first quarter results which can be attended at <u>https://www.Pollardbanknote.com.</u>

Shareholders and duly appointed proxyholders can attend the Meeting online by going to https://web.lumiagm.com/256410717.

- Registered Shareholders and duly appointed proxyholders can participate in the Meeting by clicking "I have a login" and entering a Username and Password before the start of the Meeting.
  - Registered Shareholders The 15-digit control number located on the form of proxy or in the email notification you received is the Username and the Password is **"pollard2020"**.
  - Duly appointed proxyholders Computershare will provide the proxyholder with a Username after the voting deadline has passed. The Password to the Meeting is **"pollard2020"**.
- Voting at the Meeting will only be available for registered Shareholders and duly appointed proxyholders. Non-registered Shareholders who have not appointed themselves may attend the Meeting by clicking "**I am a guest**" and completing the online form.

Shareholders who wish to appoint a third party proxyholder to represent them at the online Meeting must submit their proxy or voting instruction form (as applicable) prior to registering their proxyholder. Registering the proxyholder is an additional step once a Shareholder has submitted their proxy/voting instruction form. Failure to register a duly appointed proxyholder will result in the proxyholder not receiving a Username to participate in the Meeting. To register a proxyholder, Shareholders MUST visit https://www.computershare.com/Pollard by 11:00 a.m. (Winnipeg time) May 5, 2020 and provide Computershare with their proxyholder's contact information, so that Computershare may provide the proxyholder with a Username via email.

# It is important that you are connected to the internet at all times during the Meeting in order to vote when balloting commences.

# In order to participate online, Shareholders must have a valid 15-digit control number and proxyholders must have received an email from Computershare containing a Username.

### **Participating at the Meeting**

The Meeting will be hosted online by way of a live webcast. Shareholders will not be able to attend the Meeting in person. A summary of the information Shareholders will need to attend the online Meeting is provided below. The Meeting will begin at 11:00 a.m. (Winnipeg time) on May 7, 2020.

• Registered Shareholders (as defined in this Circular under the heading "Voting at the Meeting") that have a 15-digit control number, along with duly appointed proxyholders who were assigned a Username by Computershare (see details under the heading "Appointment of Proxies"), will be able to vote and submit questions during the Meeting. To do so, please go

to <u>https://web.lumiagm.com/256410717</u> prior to the start of the Meeting to login. Click on "I have a login" and enter your 15-digit control number or Username along with the password "**pollard2020**". Non-registered Shareholders who have not appointed themselves to vote at the Meeting, may login as a guest, by clicking on "I am a Guest" and complete the online form.

• United States Beneficial holders: To attend and vote at the virtual Meeting, you must first obtain a valid legal proxy from your broker, bank or other agent and then register in advance to attend the Meeting. Follow the instructions from your broker or bank included with these proxy materials, or contact your broker or bank to request a legal proxy form. After first obtaining a valid legal proxy from your broker, bank or other agent, to then register to attend the Meeting, you must submit a copy of your legal proxy to Computershare. Requests for registration should be directed to:

Computershare 100 University Avenue 8<sup>th</sup> Floor Toronto, Ontario M5J 2Y1 OR Email at uslegalproxy@computershare.com

Requests for registration must be labeled as "Legal Proxy" and be received no later than 11:00 a.m. (Winnipeg time) May 5, 2020. You will receive a confirmation of your registration by email after we receive your registration materials. You may attend the Meeting and vote your shares at <u>https://web.lumiagm.com/256410717</u> during the Meeting.

- Non-registered Shareholders who do not have a 15-digit control number or Username will only be able to attend as a guest which allows them to listen to the Meeting, however, will not be able to vote or submit questions.
- If you are using a 15-digit control number to login to the online Meeting and you accept the terms and conditions, you will be revoking any and all previously submitted proxies. However, in such a case, you will be provided the opportunity to vote by ballot on the matters put forth at the Meeting. If you DO NOT wish to revoke all previously submitted proxies, do not accept the terms and conditions, in which case you can only enter the Meeting as a guest.
- If you are eligible to vote at the Meeting, it is important that you are connected to the internet at all times during the Meeting in order to vote when balloting commences. It is your responsibility to ensure connectivity for the duration of the Meeting.

## Voting at the Meeting

A registered Shareholder or a non-registered Shareholder who has appointed themselves or a third party proxyholder to represent them at the Meeting, will appear on a list of Shareholders prepared by Computershare, the transfer agent and registrar for the Meeting. To have their Shares voted at the Meeting, each registered Shareholder or proxyholder will be required to enter their control number or Username provided by Computershare at <u>https://web.lumiagm.com/256410717</u> prior to the start of the Meeting. In order to vote, non-registered Shareholders who appoint themselves as a proxyholder MUST register with Computershare at https://www.computershare.com/Pollard after submitting their voting instruction form

in order to receive a Username (please see the information under the headings "Appointment of Proxies" below for details).

## **Appointment of Proxies**

Shareholders who wish to appoint a third party proxyholder to represent them at the online Meeting must submit their proxy or voting instruction form (if applicable) prior to registering your proxyholder. Registering your proxyholder is an additional step once you have submitted your proxy or voting instruction form. Failure to register the proxyholder will result in the proxyholder not receiving a Username to participate in the Meeting. To register a proxyholder, Shareholders MUST visit https://www.computershare.com/Pollard by 11:00 a.m. (Winnipeg time) May 5, 2020 and provide Computershare with their proxyholder's contact information, so that Computershare may provide the proxyholder with a Username via email.

A proxy can be submitted to Computershare either in person, or by mail or courier, to 100 University Avenue, 8<sup>th</sup> Floor, Toronto, Ontario, M5J 2Y1, or via the internet at www.investorvote.com. The proxy must be deposited with Computershare by no later than 11:00 a.m. (Winnipeg time) on May 5, 2020, or if the Meeting is adjourned or postponed, not less than 48 hours, excluding Saturdays, Sundays and statutory holidays, before the commencement of such adjourned or postponed Meeting. If a Shareholder who has submitted a proxy attends the Meeting via the webcast and has accepted the terms and conditions when entering the Meeting online, any votes cast by such Shareholder on a ballot will be counted and the submitted proxy will be disregarded.

### Without a Username, proxyholders will not be able to vote at the Meeting.

As of the date of this Information Circular, the Directors are not aware of any changes to these items, and do not expect any other items to be brought forward at the Meeting. If there are changes or new items, your proxyholder can vote your Shares on these items as he or she sees fit. See "General Proxy Matters" for additional information.

## **DESCRIPTION OF THE COMPANY**

The Company was incorporated on March 26, 2010, pursuant to the provisions of the CBCA, for purposes of effecting the Conversion. The principal and head office of the Company is located at 140 Otter Street, Winnipeg, Manitoba, R3T 0M8. Together with its principal subsidiaries, the Company Group is one of the leading providers of products and services to the lottery and charitable gaming industries in the world. Management believes that the Company Group is the largest provider of instant tickets based in Canada, the second largest producer of instant tickets in the world and the second largest provider of charitable gaming products in North America.

The Company is a leading lottery partner to more than 60 lotteries worldwide, providing high quality instant ticket products, licensed games, and a full suite of digital offerings ranging from game apps to comprehensive player engagement and iLottery solutions, including Schafer and Fastrak branded dispensing systems, strategic marketing and management services. The Company Group is a proven innovator and has decades of experience helping lotteries to maximize player engagement, sales, and proceeds for good causes and also plays a major role in providing pull-tab tickets, bingo paper and its Diamond Game and Oasis-branded electronic gaming machines to charitable and other gaming markets. The Company Group's lottery products are offered for sale in North America and throughout the world, while the Company Group's charitable gaming products are principally sold in the United States.

On January 1, 2015, Pollard Banknote Limited simplified its corporate structure through (i) the dissolution of Pollard Holdings Limited Partnership and Pollard Banknote Limited Partnership and (ii) the vertical

short-form amalgamation of Pollard (Canada) Inc. and Pollard Banknote GP Limited with Pollard Banknote Limited. Effective January 1, 2020, the corporate structure was further simplified through (i) the consolidation of 10188557 Canada Inc. and INNOVA Gaming Group Inc. with Pollard Banknote Limited, (ii) the transfer of direct ownership of Diamond Game Enterprises from Pollard Banknote Limited to Pollard Holdings, Inc. and (iii) the amalgamation of International Gamco, Inc. with Pollard Games, Inc.

### GENERAL PROXY MATTERS

#### **Appointment of Proxies**

The persons named in the enclosed Form of Proxy are Directors or officers of the Company. Only Shareholders are entitled to vote at the Meeting. Shareholders who wish to appoint some other person to represent such Shareholders at the Meeting may do so by inserting such person's name in the blank space provided in the relevant Form of Proxy. Such other person need not be a Shareholder of the Company.

### **Voting of Proxies**

The persons named in the accompanying Form of Proxy will vote, withhold from voting or vote against any matter to be acted upon at the Meeting on any ballot that may be called for in accordance with the instructions of the Shareholder as indicated on the proxy and, if the Shareholder specifies a choice with respect to any matter to be acted upon, the Shares will be voted accordingly. In the absence of such direction, such Shares will be voted by the persons named in the accompanying Form of Proxy FOR each matter to be acted upon at the Meeting.

The enclosed Form of Proxy confers discretionary authority upon the persons named in the proxy with respect to amendments to matters identified in the Notice of Meeting and with respect to other matters which may properly come before the Meeting. At the date of this Information Circular, the Directors know of no such amendments or other matters.

### Revocation

A Shareholder who has submitted a proxy (other than a Shareholder who completed a voting instruction form) may revoke the proxy at any time prior to the exercise thereof:

- (a) by depositing an instrument of revocation in writing executed by the Shareholder or by the Shareholder's attorney authorized in writing:
  - (i) at the registered office of the Company or at the offices of Computershare at any time up to and including the last Business Day preceding the day of the Meeting, or any adjournments or postponements thereof, at which the proxy is to be used, or
  - (ii) with the chairman of the Meeting prior to the commencement of the Meeting on the day of the Meeting or any adjournments or postponements thereof; or
- (b) in any other manner permitted by law.

A Shareholder may revoke a voting instruction form or a waiver of the right to receive meeting materials and to vote given to an Intermediary at any time by written notice to the Intermediary, except that an Intermediary may not act on a revocation of a voting instruction form or of a waiver of the right to receive materials and to vote that is not received by the Intermediary in sufficient time prior to the Meeting.

## Quorum

Unless otherwise required by law, at any meeting of Shareholders, a quorum shall consist of two or more individuals present in person either holding personally or representing as proxies in aggregate not less than 10% of the votes attached to all outstanding Shares.

## **Common Shares**

Holders of Common Shares are entitled to receive notice of any meetings of Shareholders of the Company and to attend and to cast one vote per Common Shares at all such meetings. Holders of Common Shares do not have cumulative voting rights with respect to the election of Directors and, accordingly, holders of a majority of the Common Shares entitled to vote in any election of Directors may elect all Directors standing for election. Holders of Common Shares are entitled to receive on a *pro-rata* basis such dividends, if any, as and when declared by the Company's Board of Directors at its discretion from funds legally available therefore and upon the liquidation, dissolution or winding up of the Company are entitled to receive on a pro-rata basis the net assets of the Company after payment of debts and other liabilities, in each case subject to the rights, privileges, restrictions and conditions attaching to any other series or class of shares ranking senior in priority to or on a pro-rata basis with the holders of Common Shares with respect to dividends or liquidation. The Common Shares do not carry any pre-emptive, subscription, redemption or conversion rights, nor do they contain any sinking or purchase fund provisions.

The Articles of Incorporation of the Company provide that if, in the opinion of the Board of Directors of the Company, a person, or group of persons acting in concert acquires, agrees to acquire, holds, beneficially owns or controls, either directly or indirectly, a number of Common Shares that is prohibited by any Gaming Regulatory Authority, the Board of Directors of the Company are entitled to take any of the following actions (each a "**Constraint Action**"):

- (a) place a stop transfer on all or any of the Common Shares of the person, or group of persons, the Board of Directors of the Company reasonably believes is violating such prohibitions;
- (b) suspend all voting and dividend rights on all or any of the Common Shares held by the person, or group of persons, the Board of Directors of the Company believes is violating such prohibitions;
- (c) apply to a court of competent jurisdiction seeking an injunction to prevent a breach or continuing breach of such prohibitions; or
- (d) make application to the relevant securities commission, its successors or assigns or such other governmental regulatory agency having jurisdiction over the affairs of the Company, to effect a cease trading order or such similar restriction against such person or group of persons until such time as the person or group of persons ceases to be in violation of such prohibitions.

In addition, if a Gaming Regulatory Authority has determined that ownership by a holder of Common Shares is inconsistent with its declared policies, the Board of Directors of the Company are also entitled to take a Constraint Action against such Shareholder. In addition, any Shareholder, regardless of the number of Common Shares held by such Shareholder, may be required to file an application, be investigated and have suitability as a Shareholder determined by a Gaming Regulatory Authority, if such Gaming Regulatory Authority has reason to believe such ownership would otherwise be inconsistent with its declared policies. The Shareholder must pay all of the costs of the investigation incurred by any such Gaming Regulatory Authority.

### **Preference Shares**

The Board of Directors of the Company may issue preference shares (the "Preference Shares") at any time in one or more series and shall fix the number of shares in each series. Before any shares of a particular series are issued, the Board of Directors of the Company is required to fix the number of shares in such series and to determine, subject to the limitations set out in the articles, the designation, rights, privileges, restrictions and conditions to be attached to the shares of such series, including, but without in any way limiting or restricting the generality of the foregoing, voting rights, the rate or rates, amount or method or method of calculation of any dividends thereon and whether such rate(s), amount or method(s) of calculation shall be subject to change or adjustment in the future, the consideration and the terms and conditions of any purchase for cancellation, retraction or redemption rights (if any), the conversion or exchange rights attached thereto (if any) and the terms and conditions of any purchase obligation or sinking fund or other provisions attaching thereto. No rights, privileges, restrictions or conditions attached to a series of Preference Shares will confer upon a series a priority in respect of dividends or return of capital over any other series of Preference Shares then outstanding. The Preference Shares are entitled to priority over the Common Shares and over any other share ranking prior to the Common Shares and over any other shares ranking junior to the Preference Shares. As of the date of this circular the Company has not issued any Preference Shares.

## **Additional Information**

Additional information relating to the Company is available in the AIF which is incorporated by reference in this Information Circular and is available on SEDAR at www.sedar.com. Financial information concerning the Company is provided in the respective audited consolidated financial statement for the year ended December 31, 2019 and the accompanying annual management's discussion and analysis, which are incorporated by reference in this Information Circular and can be accessed on SEDAR.

## ANNUAL BUSINESS OF THE MEETING

### **Election of Directors**

The number of Directors to be elected at the Meeting is six. Unless otherwise directed, it is the intention of the persons named in the enclosed Form of Proxy to vote in favour of electing as Directors the proposed nominees whose names are set out in the table below. All the nominees, other than Mr. Brown, have been Directors since inception of the Company in 2010. Mr. Brown was elected a Director in May of 2017. Prior to the Conversion, four of the Directors had been Directors of the General Partner of Pollard LP since its inception in 2005 and one Director had been a Director of the General Partner of Pollard LP since March 2009. The Directors do not contemplate that any of the proposed nominees will be unable to serve as Director but, if that should occur for any reason prior to the Meeting, the persons named in the enclosed Form of Proxy reserve the right to vote for another nominee at their discretion. Each Director elected at the Meeting will hold office (unless the office is vacated earlier due to death, removal, resignation or ceasing to be duly qualified) until the close of the next annual meeting of Shareholders or until his or her successor is elected or appointed. Two of the three current independent Directors previously served as the Trustees of the Pollard Banknote Income Fund and the Pollard Banknote Trust prior to the Conversion.

## **Proposed Directors of the Company**

				No. of Common Shares Beneficially Owned,
Name	Offices Held	Principal Occupation	Director Since <sup>(6)</sup>	Controlled or Directed
Jerry Gray <sup>(1)(2)(3)(4)</sup> Winnipeg, Manitoba, Canada	Director	Director	2005	31,400
Garry Leach <sup>(1)(2)(3)</sup> Victoria, British Columbia, Canada	Director	Director	2009	82,100
Gordon Pollard <sup>(5)(7)</sup> Winnipeg, Manitoba, Canada	Executive Chair and Director	Executive Chair	2005	See note 5
Dave Brown <sup>(1)(2)(3)</sup> Winnipeg, Manitoba, Canada	Director	President & CEO Richardson Capital Limited	2017	5,400
John Pollard <sup>(5)</sup> Winnipeg, Manitoba, Canada	Co-Chief Executive Officer and Director	Co-Chief Executive Officer	2005	See note 5
Douglas Pollard <sup>(5)(7)</sup> Winnipeg, Manitoba, Canada	Co-Chief Executive Officer and Director	Co-Chief Executive Officer	2005	See note 5

Notes:

<sup>(1)</sup> Member of the Governance and Nominating Committee. Mr. Leach is the Chair of the Governance and Nominating Committee.

<sup>(2)</sup> Member of the Audit Committee. Mr. Brown is the Chair of the Audit Committee.

<sup>(3)</sup> Member of the Compensation Committee. Mr. Leach is the Chair of the Compensation Committee.

<sup>(4)</sup> Lead Director of the Board.

(5) As at April 3, 2020, the Directors and Named Executive Officers of the Company, as a group, beneficially owned, or exercised control or direction over, directly or indirectly, 133,900 Shares representing less than 1% of the Common Shares. In addition, Messrs. John Pollard, Gordon Pollard and Douglas Pollard are members of a control group that controls Equities which owns 17,305,158 Shares representing an approximate 67.5% controlling interest in the voting securities of the Company.

<sup>(6)</sup> Includes directorships held in the general partner of Pollard LP prior to the Conversion.

Each of the Directors and executive officers has held the same principal occupation, or in the case of the executive officers, other executive offices, with the Company Group or its predecessors, for the five preceding years except for Dave Brown who was elected a Director May 11, 2017. See "Annual Business of the Meeting – Election of Directors – Biographies of the Directors of the Company" in the Information Circular.

<sup>&</sup>lt;sup>(7)</sup> Effective May 1, 2011, Douglas Pollard was appointed Co-Chief Executive Officer of the Company; Gordon Pollard was appointed Executive Chair of the Board of Directors.

The individuals named in the above table and their Associates, as a group, beneficially own, directly or indirectly, or exercise control or direction over, an aggregate of approximately 17,439,058 Common Shares, representing approximately 68.0% of the issued and outstanding Common Shares.

Each Director of the Company will hold office until he or she resigns or is replaced at a meeting of Shareholders of the Company.

## Corporate Cease Trade Orders or Bankruptcies

To the knowledge of the Company, except as disclosed below, none of the proposed Directors (a) are, as at the date hereof, or have been, within the 10 years before the date of the Information Circular, a director, chief executive officer or chief financial officer of any company that, (i) was subject to a cease trade order, an order similar to a cease trade order or an order that denied the relevant company access to any exemption under securities legislation that was in effect for a period of more than 30 consecutive days (an "Order") that was issued while the person was acting in the capacity as director, chief executive officer or chief financial officer; or (ii) was subject to an Order that was issued after the person ceased to be a director, chief executive officer or chief financial officer and which resulted from an event that occurred while that person was acting in the capacity as director, chief executive officer or chief financial officer, (b) are, as at the date of the Information Circular, or have been within 10 years before the date of the Information Circular, a director or executive officer of any company that, while that person was acting in that capacity, or within a year of that person ceasing to act in that capacity, became bankrupt, made a proposal under any legislation relating to bankruptcy or insolvency or was subject to or instituted any proceedings, arrangement or compromise with creditors or had a receiver, receiver manager or trustee appointed to hold its assets, or (c) have, within the 10 years before the date of the Information Circular, become bankrupt, made a proposal under any legislation relating to bankruptcy or insolvency, or become subject to or instituted any proceedings, arrangement or compromise with creditors, or had a receiver, receiver manager or trustee appointed to hold the assets of the person.

Dave Brown, a Director, resigned as a director of each of 2154331 Canada Inc. (formerly Mechtronix Systems Inc.) and 6941249 Canada Inc. (formerly Mechtronix World Corporation) on March 26, 2012. Those companies were each a petitioner/debtor in a proposal made under the Bankruptcy and Insolvency Act (Canada) on or about the 16<sup>th</sup> day of May, 2012.

### **Penalties or Sanctions**

To the knowledge of the Company, none of the proposed Directors, nor any personal holding company thereof owned or controlled by them, (i) has been subject to any penalties or sanctions imposed by a court relating to securities legislation or by a securities regulatory authority or has entered into a settlement agreement with a securities regulatory authority, or (ii) has been subject to any other penalties or sanctions imposed by a court or regulatory body that would likely be considered important to a reasonable investor in making an investment decision.

### **Biographies of Directors**

The following are brief profiles of the Directors.

*Jerry Gray*, **Director**, (77) (2019 votes for: 95.90%) is Dean Emeritus of the I. H. Asper School of Business at the University of Manitoba where he also held the CA Manitoba Endowed Chair in Business Leadership. He is Past Chair of the Winnipeg Regional Health Authority and a former director and Chairman of the Board of Directors of Gendis, Inc. He has consulted with many major corporations in the United States and Canada in the areas of motivation, organizational design, manpower planning, managing change, management development, incentive system design, customer service and strategic planning.

*Garry Leach*, Director, (72) (95.35%) is the Chief Executive Officer of Mandak Capital Limited (an investment corporation). From 1988 to 2004, Mr. Leach was President and Chief Executive Officer of Gerdau MRM Steel (Manitoba Rolling Mills) and its predecessors. Mr. Leach has previously served on the Board of Directors for each of Gerdau Ameristeel, GLM Industries, Manitoba Hydro, the Canadian Steel Producers Association, (Ottawa), the Steel Manufacturers Association, (Washington), as well as the Business Council of Manitoba. Mr. Leach also served as Regent for the University of Winnipeg.

*Dave Brown*, Director, (60) (99.77%) is President and CEO of Richardson Capital and Managing Director of RBM Capital Limited. Previously, he was Corporate Secretary of James Richardson & Sons, Limited, and a partner in the independent law and accounting firm of Gray & Brown. He also serves on the Board of Directors of GMP Capital, Inc., Richardson Financial Group, and Boyd Group Services Inc.. He graduated from the University of Manitoba law school and is a Chartered Professional Accountant and member of the Manitoba Bar.

*Gordon Pollard*, Director and Executive Chair, (60) (94.35%) joined Pollard Banknote in 1989 as Vice President, Marketing. He became Co-Chief Executive Officer in 1997 and on May 1, 2011, was appointed Executive Chair of the Board of Directors. Prior to 1989, he practiced law with a major Manitoba firm specializing in corporate and securities law. Mr. Pollard has an LL.B. from the University of Manitoba and a B.A. from the University of Winnipeg.

**Douglas Pollard**, Director and Co-Chief Executive Officer, (49) (96.42%) joined Pollard Banknote in 1997 as Vice President, Lottery Management Services and on May 1, 2011, he was appointed Co-Chief Executive Officer. From 1997 to 1999 he was a director and the General Manager of Imprimerie Spéciale de Banque, a subsidiary of Pollard Banknote based in Paris, France. Prior to 1997 Mr. Pollard was a Senior Consultant with PricewaterhouseCoopers. Mr. Pollard has an M.B.A. from The Richard Ivey School of Business at the University of Western Ontario and a B.A. from the University of Manitoba.

*John Pollard*, Director and Co-Chief Executive Officer, (58) (96.42%) joined Pollard Banknote in 1986 as Vice President, Finance. He became Co-Chief Executive Officer in 1997. Prior to 1986, he was an associate with the accounting firm Deloitte & Touche LLP. Mr. Pollard has a B.Comm. (Honours) from the University of Manitoba and is a former member of the Institute of Chartered Accountants of Manitoba.

## Marketing value of share holdings

	Market Value of Common Shares Held (Share price as of December 31, 2019)	Market value as a Factor of Annual Director retainer
Dave Brown	\$108,000	2.2X
Jerry Gray	\$628,000	12.6X
Garry Leach	\$1,642,000	32.8X
Gordon Pollard	(1)	(1)
Douglas Pollard	(1)	(1)
John Pollard	(1)	(1)

Notes: <sup>(1)</sup> Messrs. John Pollard, Gordon Pollard and Douglas Pollard are members of a control group that controls Equities which owns FIGURE 150 Classical and approximate 67 5% controlling interest in the voting securities of the Company. As employees of Pollard they do not receive any Directors fees.

# Skills Matrix

Non-employee Directors identify their skills and experience annually.

# The information is used to assess the Board strength and diversity shown below:

	~	_	
	Gray	Brown	Leach
<b>Executive Leadership</b> Broad business experience as a senior officer or chair of the board of a major organization	X	Х	X
(public, private, non-profit)			
Other Board Experience Director of a major organization	X	Х	X
Accounting and Finance Expertise is based on the definition of "financial expert" for members of the Audit Committee under securities law	X	X	X
<b>Manufacturing</b> Experience at a senior level in a manufacturing industry or similar industrial setting	X	Х	X
<b>Lottery and Gaming</b> Experience at a senior level within the lottery or gaming industry	X		X
Mergers and Acquisitions Experience with mergers or acquisitions, including due diligence		Х	X
<b>Risk Management</b> Knowledge of, and experience with, internal controls, risk assessments and reporting	X	Х	X
<b>Risk Governance</b> An understanding of the Board's role in the oversight of risk management principles and practices	X	X	X
Human Resources Experience with benefit, pension and compensation programs (in particular executive compensation programs)	X	X	X
Marketing Experience in a major retail, consumer products, services or distribution company	X		
<b>Public Sector</b> Including Crown Corporation, educational institution, government department or other non- government organizations (NGO)	X	X	X
<b>Corporate Responsibility/Sustainability</b> Understanding and experience with corporate responsibility practices and the constituents involved in sustainable development practices	X	X	X
Legal/Regulatory/Compliance Training and experience in compliance for complex regulatory regimes	X	X	X
<b>Strategic Planning</b> Experience in the development and implementation of a strategic direction of a large organization	X	X	X

## **Diversity Policy**

It is the responsibility of the Board of Directors to enhance the Company's long-term value for its Shareholders.

Pollard Banknote believes that increasing the diversity of the Board of Directors to reflect the communities and customers it serves is essential to its success. Each year the Board of Directors proposes Director nominees to Shareholders, who can vote for each Director nominee at the annual meeting. Director nominees are recommended to the Board of Directors by the Governance and Nominating Committee, which is comprised entirely of independent Directors. The Governance and Nominating Committee examines annually the size and composition of the Board of Directors and its committees by considering factors such as the skills, experience, professional and industry representation, as well as factors that promote diversity on the board, including age and gender with a view to ensuring that the Board of Directors benefits from a broad range of perspectives and relevant experience. The Company believes that fostering a diverse and inclusive culture both within its Management team and among its Directors represents a strategic business priority for the Company and contributes to its continued commitment to sound corporate governance, market innovation and growth.

When recruiting new Directors, the Governance and Nominating Committee considers candidates on merit taking into account the vision and business strategy of the Company; the skills and competencies of the current Directors; the existence of any gaps in board skills; and the attributes, knowledge and experience new Directors should have in order to best enhance the Company's business plan and strategies. In this process, the Governance and Nominating Committee will also take into account factors that promote diversity, such as age and gender, with a view to ensuring that the Board of Directors benefits from the broader exchange of perspectives brought by diversity of thought, background, skills and experience.

As of April 3, 2020, the Company's senior management team is comprised of 133 men and 65 women (33%). Of these, 7 men and 3 women (30%) sit on the Company's executive management committee. There are currently 6 men and no women on the Board of Directors of the Company.

### **Retirement Age and Term Limit**

The Board believes that it should reflect a balance between expertise, skills, experience and learning on the one hand, and the need for renewal and fresh perspectives on the other. The Board has a term limit policy providing that non-employee Directors are expected to serve up to a maximum of 10 years, assuming they are annually re-elected by the Shareholders. For current non-employee Directors, term limits start from March 10, 2015, when the ten-year limit was first introduced, or their respective first election date, whichever came later. In all cases, no Director will serve beyond the annual meeting of Shareholders following his or her 78th birthday.

### **Appointment of Auditors**

It is the intention of the persons named in the enclosed Form of Proxy for use at the Meeting to vote in favour of the reappointment of KPMG LLP, Chartered Professional Accountants, as the auditors of the Company to hold office until the next annual meeting of Shareholders, at a remuneration to be fixed by the Directors. KPMG LLP have been the auditors of the Company since it was created in 2010 and prior to the Conversion of the Fund from its inception until the Conversion.

## EXECUTIVE OFFICER AND DIRECTOR COMPENSATION

#### **Compensation Discussion and Analysis**

The objectives of the Compensation Committee regarding executive compensation are guided by its philosophy to assist the Co-Chief Executive Officers to attract and retain high quality executives critical to the success of the Company and the enhancement of Shareholder value. The Company's compensation benefits program consists of base salary, health benefits, annual incentive plans consisting of the executive bonus plan and the employees' profit-sharing plan, and stock option plans.

The remuneration of the Co-Chief Executive Officers of the Company includes base salary and benefits, eligibility for participation in: (i) the executive bonus plan and (ii) the employee profit sharing plan. Under the incentive plans, the remuneration is tied directly to the performance of the Company. The Compensation Committee reviews the Co-Chief Executive Officers compensation on an annual basis. The Co-Chief Executive Officers determine the compensation of the other Named Executive Officers.

### **Base Salaries**

Base salaries for executive officers of the Company are reviewed annually in view of corporate and personal performance objectives, based on individual levels of responsibility, with the intention of attracting and retaining individuals with the appropriate skill sets. Salaries of the executive officers of the Company are not determined based on benchmarks or a specific formula.

### Annual Incentive Plans

The executive bonus plan component of executive compensation could comprise a significant portion of the total remuneration of the executive group. For the executive to receive the maximum bonus under the executive bonus plan, the Company must meet a certain base threshold of earnings. Under the incentive plan the remuneration is tied directly to the performance of the Company as reflected in levels of pre-tax income. Under the executive incentive plan executives can earn up to 30% of their base pay if the highest target levels of pre-tax consolidated income are exceeded. In 2019 the highest level of the incentive plan was achieved. In addition, individual executives also have available bonus plans tied to individual objectives such as revenue growth or achievement of certain manufacturing operational metrics. Executives also share in the overall Company profit sharing plan, 10% of pre-tax income is distributed equally among all employees each quarter. Pay for performance is an important underlying principle of the Company's executive compensation philosophy, with the result that variable compensation can represent a substantial proportion of total compensation.

The Co-Chief Executive Officers have not received any bonuses under the executive bonus plan and as such there are no "claw-back" provision whereby certain incentives are required to be repaid should historical financial results be changed, nor is there any disclosure required for a look back comparing the historic trend of bonus payouts or peer group comparison disclosures.

## Stock Option Plan

The Board of Directors considers a number of factors to assess the Company's long-term incentive strategy. Since the Conversion, the Company has put in place the Pollard Banknote Limited Stock Option Plan ("**Option Plan**"). Under the plan the Board has the authority: (i) to grant Options to purchase Shares to Eligible Persons; (ii) to determine the terms, including the limitations, restrictions and conditions, if any, upon such grants; (iii) to interpret the Option Plan and to adopt, amend and rescind such administrative guidelines and other rules and regulations relating to the Option Plan as it may from time to time deem advisable, subject to required prior approval by any applicable regulatory authority; and (iv) to make all

other determinations and to take all other actions in connection with the implementation and administration of the Option Plan as it may deem necessary or advisable.

The aggregate maximum number of Common Shares available for issuance from the Company's treasury under the Option Plan is 2,354,315 Common Shares, representing approximately 9% of the aggregate issued and outstanding Common Shares of the Company. As at December 31, 2019, 377,500 options remain outstanding at a weighted average exercise price of \$12.94. There remains 1,954,315 Common Shares available for issuance under the Option Plan. During 2019, 150,000 options were granted and 10,000 options were exercised.

The granting of stock options to Named Executive Officers and other employees is reviewed and approved at the meetings of the Compensation Committee and the Board of Directors. Factors that are considered include the balance between long-term value creation and shareholder wealth, executive stock ownership and executive retention risk. The Co-Chief Executive Officers are not eligible for stock options under the option plan. Named Executive Officers and employees do not utilize any hedging policies (through derivatives or other financial instruments) relating to stock options or direct holding of common shares to retain legal ownership of their shares and options while reducing their exposure to changes to share price.

The first award of stock options under the Option Plan became effective March 10, 2014 (See description below under Stock Option Plan).

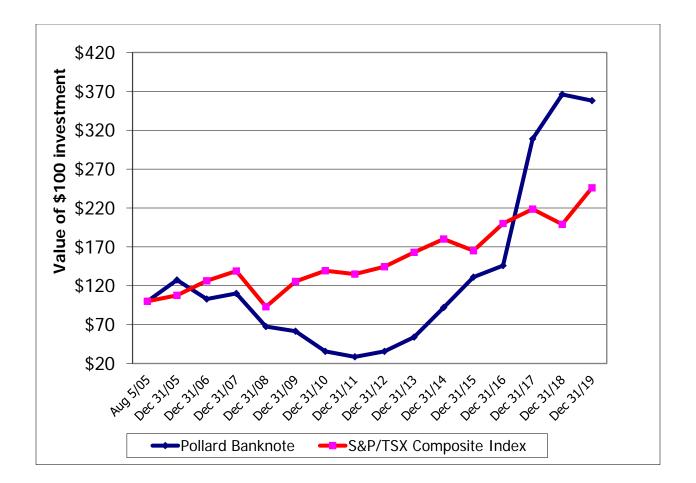
## Compensation Committee

The Compensation Committee is comprised of Garry Leach, Dave Brown and Jerry Gray, each of whom is "independent", as such term is defined in applicable securities legislation, of the Company.

The Compensation Committee is responsible for assisting the Board in discharging its responsibilities relating to executive hiring, assessment, compensation and succession planning. Among its duties are: (i) to recommend to the Board the appointment of the Co-Chief Executive Officers and to approve the terms and conditions of their appointment and retirement or termination; and (ii) to assess annually the performance of the Co-Chief Executive Officers against specific performance criteria and to report annually to the Board on the foregoing. The Compensation Committee also annually reviews the compensation of the Directors of the Company.

## **Performance Graph**

The following graph compares the percentage change in the cumulative Shareholder return for \$100 invested in Shares with the total cumulative return of the S&P/TSX Composite Index for the period from August 5, 2005, the date when the Pollard Banknote Income Fund completed its initial public offering, until December 31, 2019. The cumulative Shareholder return reflects the return generated by the Pollard Banknote Income Fund units prior to the Conversion on May 14, 2010 and the return generated by the Pollard Banknote Limited Shares subsequent to the Conversion on May 14, 2010. On December 31, 2019, the closing price per Share on the TSX was \$20.00.



	Aug	Dec														
	5/05	31/05	31/06	31/07	31/08	31/09	31/10	31/11	31/12	31/13	31/14	31/15	31/16	31/17	31/18	31/19
Pollard Banknote	100	127	103	110	68	62	36	29	36	54	92	131	146	309	366	358
S&P/TSX Composite																
Index (Total Return)	100	108	126	139	93	125	139	135	144	163	180	165	200	218	199	246

### **Summary Compensation Table**

The following table provides a summary of all compensation paid to the Named Executive Officers. Securities legislation provides that the Named Executive Officers must include the Chief Executive Officer, Chief Financial Officer and each of the Company's three most highly compensated executive officers determined on the basis of the total compensation paid in the year ended December 31, 2019.

					Non-equity plan comp (\$	pensation			
Name and principal position	Year	Salary (\$)	Share- based awards (\$)	Option- based awards <sup>(1) (2)</sup> (\$)	Annual incentive plans <sup>(3)</sup> (\$)	LTIP pay- outs (\$)	Pension value <sup>(4)</sup> (\$)	All other compens- ation <sup>(5)</sup> (\$)	Total compens- ation (\$)
Douglas Pollard, Co-Chief Executive Officer	2019 2018 2017	289,205 289,205 289,205	Nil Nil Nil	Nil Nil Nil	1,225 2,901 3,004	Nil Nil Nil	16,000 20,000 25,000	Nil Nil Nil	306,430 312,106 317,209
John Pollard, Co-Chief Executive Officer	2019 2018 2017	289,205 289,205 289,205	Nil Nil Nil	Nil Nil Nil	1,225 2,901 3,004	Nil Nil Nil	50,000 50,000 18,000	Nil Nil Nil	340,430 342,106 310,209
Rob Rose, Chief Financial Officer, Executive VP, Finance	2019 2018 2017	293,194 279,233 264,777	Nil Nil Nil	138,196 Nil 56,671	64.225 79,110 80,189	Nil Nil Nil	66,000 82,000 14,000	Nil Nil Nil	561,615 440,343 415,637
Jennifer Westbury, Executive VP, Sales & Customer Development	2019 2018 2017	337,074 324,110 304,686	Nil Nil Nil	138,196 Nil 56,671	123,750 128,200 129,892	Nil Nil Nil	54,000 60,000 18,000	Nil Nil Nil	653,020 512,310 509,249
Riva Richard, General Counsel, Executive VP, Legal Affairs	2019 2018 2017	293,194 279,233 257,562	Nil Nil Nil	138,196 Nil 56,671	64,225 77,100 103,229	Nil Nil Nil	46,000 60,000 34,000	Nil Nil Nil	541,615 416,333 451,462
Robert Young, Executive VP, Operations	2019 2018 2017	337,074 324,110 312,901	Nil Nil Nil	138,196 Nil 56,671	73,125 125,000 109,754	Nil Nil Nil	48,000 44,000 39,000	Nil Nil Nil	596,395 493,110 518,326

Notes:

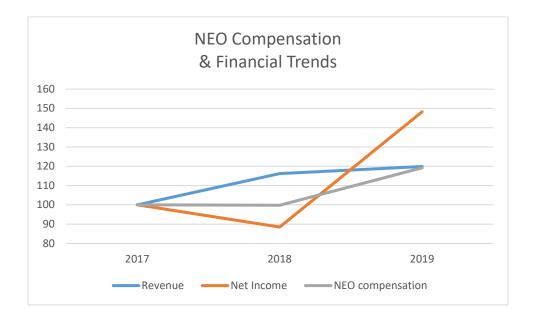
<sup>(1)</sup> Reflects the estimated fair value of the stock options granted on April 24, 2017, on which the closing price was \$10.00. For the fair value of the stock options the Black-Scholes pricing model was used for compensation purposes as it is consistent with the valuation approach used for accounting purposes.

(2) Reflects the estimated fair value of the stock options granted on November 8, 2019, on which the closing price was \$20.70. For the fair value of the stock options the Black-Scholes pricing model was used for compensation purposes as it is consistent with the valuation approach used for accounting purposes.

<sup>(3)</sup> Represents payments under the Executive Bonus Plan and the Employee Profit Sharing Plan.

(4) Pension value represents the value of the current service cost earned for the year of service credited for 2019, 2018 and 2017.

<sup>(5)</sup> The value of perquisites and benefits for each Named Executive Officer did not exceed the lesser of \$50,000 and 10% of the total annual salary and bonus of such office.



## **Stock Option Plan**

On March 5, 2014, the Board of Directors approved the first issuance of stock options under the Pollard Banknote Limited Stock Option Plan. An aggregate of 100,000 options to purchase Common Shares from the Company's Treasury were awarded to certain Named Executive Officers of the Company effective March 10, 2014. The stock options have an exercise price of \$3.63, being equal to the closing price of the Common Shares on the TSX on March 7, 2014. The stock options vest over four years at the rate of 25% per year at each anniversary date and have a seven-year term. The following Named Executive Officers were awarded 25,000 stock options each: Rob Rose, Jennifer Westbury, Riva Richard and Robert Young.

On September 7, 2016, the Board of Directors approved the issuance of stock options under the Pollard Banknote Limited Stock Option Plan for a senior executive. An aggregate of 25,000 options to purchase Common Shares from the Company's Treasury were awarded effective October 3, 2016. The stock options have an exercise price of \$8.12, being equal to the closing price of the Common Shares on the TSX on September 30, 2016. The stock options vest over four years at the rate of 25% per year at each anniversary date and have a seven-year term.

On March 13, 2017, the Board of Directors approved the issuance of 125,000 options to purchase common shares of Pollard Banknote Limited Stock to certain Named Executive Officers and another executive. The effective date of the grant was April 24, 2017. The stock options have an exercise price of \$10.00, being equal to the closing price of the Common Shares on the TSX on April 21, 2017. The stock options will vest over four years at the rate of 25% per year at each anniversary date and will have a seven-year term. The following NEO's were awarded 25,000 stock options each: Rob Rose, Jennifer Westbury, Riva Richard and Robert Young. The fair market value of the options granted are included in the compensation table for the year ended 2017.

On November 5, 2019, the Board of Directors approved the issuance of 150,000 options to purchase common shares of Pollard Banknote Limited Stock to certain Named Executive Officers and 2 other executives. The effective date of the grant was November 8, 2019. The stock options have an exercise price of \$20.70, being equal to the closing price of the Common Shares on the TSX on November 7, 2019. The stock options will vest over four years at the rate of 25% per year at each anniversary date and will have a

seven-year term. The following NEO's were awarded 25,000 stock options each: Rob Rose, Jennifer Westbury, Riva Richard and Robert Young. The fair market value of the options granted are included in the compensation table for the year ended 2019.

On March 11, 2020, the Board of Directors approved the issuance or 25,000 options to purchase common shares of Pollard Banknote Limited Stock to an executive. The effective date of the grant was March 16, 2020. The stock options have an exercise price of \$18.31, being equal to the closing price of the Common Shares on the TSX on March 13, 2020. The stock options will vest over four years at the rate of 25% per year at each anniversary date and will have a seven-year term.

During 2018, 12,500 share options were exercised and during 2019, 10,000 share options were exercised. In 2019 Named Executive Officers earned gains of \$188,100 from exercising options.

	Option-based	Awards		
Name and principal position	Number of securities underlying unexercised options (#)	Option exercise price (\$)	Option expiration date	Value of unexercised in-the- money options <sup>(1)</sup> (\$)
Douglas Pollard, Co-Chief Executive Officer	N/A	N/A	N/A	N/A
John Pollard, Co-Chief Executive Officer	N/A	N/A	N/A	N/A
	25,000	3.63	March 10, 2021	409,250
Rob Rose, Chief Financial Officer,	25,000	10.00	April 24, 2024	250,000
Executive VP, Finance	25,000	20.70	November 8, 2026	nil
I C W d	15,000	3.63	March 10, 2021	245,550
Jennifer Westbury, Executive VP, Sales &	25,000	10.00	April 24, 2024	250,000
Customer Development	25,000	20.70	November 8, 2026	nil
Riva Richard,	25,000	3.63	March 10, 2021	409,250
General Counsel,	25,000	10.00	April 24, 2024	250,000
Executive VP, Legal Affairs	25,000	20.70	November 8, 2026	nil
	12,500	3.63	March 10, 2021	204,625
Robert Young, Executive VP, Operations	25,000	10.00	April 24, 2024	250,000
	25,000	20.70	November 8, 2026	nil

Notes:

<sup>(1)</sup>The value of unexercised in-the-money options as at December 31, 2019, is the difference between the closing price and the exercise price of the underlying shares at that date. These options have not been, and may never be, exercised, and actual gains, if any, on exercise will depend on the value of shares on the date of exercise. The closing price of the underlying stock as at December 31, 2019, was \$20.00.

#### Overhang, dilution and burn rate

As at December 31	2019	2018	2017
Overhang			
the total number of common shares reserved for issue to employees less the number of options redeemed, expressed as a % of the weighted average number of common shares outstanding in the year	9.0%	9.1%	9.9%
Dilution			
the total number of stock options outstanding, expressed as a % of the weighted average number of common shares outstanding in the year	1.5%	0.9%	1.1%
Burn Rate			
the number of stock options granted annually, expressed as a % of the weighted average number of common shares outstanding in the year	0.6%	0.0%	0.5%

## **Pension Plan Benefits**

The Company (and prior to the Consolidation, Pollard Banknote Limited Partnership) maintains the Pension Plan for Executive Employees including the Named Executive Officers. The Pension Plan pays a pension of 1% of final average earnings per year of pensionable service (maximum 35 years of service) with the exception that pre-1990 accrual rate is 2% rather than 1% for John Pollard and Gordon Pollard. The final average earnings are calculated as the total earnings during the 36 consecutive months prior to retirement. Total earnings include salary but excludes bonuses and profit-sharing payments. Pension payments are made over the life of the executive. In the event of death, 66 <sup>3</sup>/<sub>3</sub>% of the pension is continued for the life of the executive's spouse. Other optional forms of payments are available on an actuarially equivalent basis.

## Defined Benefit Plan Table

	Number of years credited	Annual benefits payable (\$)		Accrued obligation at start of	Compensatory	Non- compensatory	Accrued obligation
Name and principal position	service (#)	At year end	At age 65	year <sup>(1)</sup> (\$)	change <sup>(2)</sup> (\$)	change <sup>(3)</sup> (\$)	at year end (\$)
Douglas Pollard, Co-Chief Executive Officer	22.6	65,000	111,000	1,007,000	16,000	263,000	1,286,000
John Pollard, Co-Chief Executive Officer	33.6	97,000	116,000	1,653,000	50,000	272,000	1,975,000
Rob Rose, Chief Financial Officer, Executive VP, Finance	25	70,000	85,000	1,136,000	66,000	200,000	1,402,000
Jennifer Westbury, Executive VP, Sales & Customer Development	29	88,000	99,000	1,502,000	54,000	169,000	1,725,000
Riva Richard, General Counsel, Executive VP, Legal Affairs	8.1	22,000	72,000	286,000	46,000	98,000	430,000

	Number of years credited	pay	benefits able \$)	Accrued obligation at start of	Compensatory	Non- compensatory	Accrued obligation
Name and principal	service	At year	At age	year <sup>(1)</sup>	change <sup>(2)</sup>	change <sup>(3)</sup>	at year end
position	(#)	end	65	(\$)	(\$)	(\$)	(\$)
Robert Young, Executive VP, Operations	8.4	22,000	33,000	356,000	48,000	62,000	466,000

Notes:

- (1) Key elements of the actuarial basis for determining the accrued obligation are salary increases of 3% per annum and mortality table CPM14 Private Sector with improvement Scale MI-2017 for December 31, 2019 and 2018. Interest rate assumed at December 31, 2019, is 3.1% per annum and for December 31, 2018, is 3.9% per annum.
- <sup>(2)</sup> Compensatory change is the value of the current service cost earned for the year of service credited for 2019.
- <sup>(3)</sup> The non-compensatory change refers to the impact on the accrued obligation of changing the interest rate from 3.9% to 3.1%.

Final Average Earnings	Years of Service									
(\$)	15	20	25	30	35					
125,000	\$18,750	\$25,000	\$31,250	\$37,500	\$43,750					
150,000	\$22,500	\$30,000	\$37,500	\$45,000	\$52,500					
175,000	\$26,250	\$35,000	\$43,750	\$52,500	\$61,250					
200,000	\$30,000	\$40,000	\$50,000	\$60,000	\$70,000					
225,000	\$33,750	\$45,000	\$56,250	\$67,500	\$78,750					
250,000	\$37,500	\$50,000	\$62,500	\$75,000	\$87,500					
275,000	\$41,250	\$55,000	\$68,750	\$82,500	\$96,250					
300,000	\$45,000	\$60,000	\$75,000	\$90,000	\$105,000					
325,000	\$46,383	\$61,844	\$77,306	\$92,767	\$108,228					
350,000	\$46,383	\$61,844	\$77,306	\$92,767	\$108,288					

### **Expected Pension Benefits**

Currently, the *Income Tax Act* (Canada) limits the maximum pension to \$3,092.22 per year of service for 2020. The maximum pension benefit is currently attained at a final average earning level of \$309,222. This maximum level is expected to increase annually based on certain indexes.

### **Employment Contracts**

The Company (and prior to the Consolidation, Pollard Banknote Limited Partnership), maintains employment agreements with Gordon Pollard, John Pollard and Douglas Pollard. The agreements were for an initial two-year term ended August 5, 2007 and are renewable for successive one-year terms. The agreements have been renewed annually and were most recently renewed for the one-year term ending August 5, 2020. The agreements provide for, among other things, confidentiality obligations and non-solicitation and non-competition covenants in favour of the Company and its subsidiaries that will apply during the term of each executive's employment and for 18 months thereafter. The employment agreements for Douglas Pollard and John Pollard provide that each will serve as the Co-Chief Executive Officer, and each will be: (i) paid an annual salary of \$290,000, plus annual adjustments, (ii) eligible to receive an annual bonus of up to 30% of his base salary, and (iii) eligible to receive payments under the profit-sharing plan. The employment agreement for Gordon Pollard provides that he will serve as the Executive Chair of the

Board, and he will be paid an annual base salary of \$100,000, plus annual adjustments, and be eligible to receive: (i) an annual bonus of up to 30% of his base salary, and (ii) payments under the profit-sharing plan.

## **Compensation of Directors**

The following table provides a summary of all compensation paid to the Directors for the year ended December 31, 2019.

Name <sup>(1)</sup>	Fees earned (\$)	Total compensation (\$)
Dave Brown <sup>(2)(3)(4)</sup> Winnipeg, Manitoba, Canada	68,425	68,425
Jerry Gray <sup>(2)(3)(4)(5)</sup> Winnipeg, Manitoba, Canada	73,425	73,425
Garry Leach <sup>(2)(3)(4)</sup> Victoria, British Columbia, Canada	73,425	73,425

Notes:

- (1) Compensation paid to Douglas Pollard and John Pollard, Named Executive Officers, is disclosed in "Executive Officer and Director Compensation – Summary Compensation Table". No additional compensation was paid to such Named Executive Officers in their capacity as Directors of the Company. Compensation paid to Gordon Pollard, Executive Chair, for the year ended December 31, 2019, totaled \$100,951. No additional compensation was paid to the Executive Chair in his capacity as a Director of the Company.
- <sup>(2)</sup> Member of the Governance and Nominating Committee. Mr. Leach is the Chair of the Governance and Nominating Committee.
- <sup>(3)</sup> Member of the Audit Committee. Mr. Brown is the Chair of the Audit Committee.
- <sup>(4)</sup> Member of the Compensation Committee. Mr. Leach is the Chair of the Compensation Committee.
- <sup>(5)</sup> Lead Director of the Board.

Effective May 9, 2019, the base retainer was increased to \$50,000. In 2019, the Executive Chair of the Board received annual compensation of \$100,000 plus profit share. None of the Executive Chair nor any other Director who is employed by the Company receives additional compensation in his or her capacity as a Director of the Company.

In 2019, the Chairs of the Audit Committee, Compensation Committee and Governance and Nominating Committee received additional annual retainers of \$10,000, \$3,750 and \$3,750, respectively, and the Lead Director received an additional retainer of \$7,500. Each Director receives \$1,500 for each meeting attended in person and \$500 for each meeting attended by telephone.

A total of 12 meetings were held during 2019. Directors of the Company are also reimbursed for out of pocket expenses for attending meetings of the Board and its committees, as applicable. From time to time, the Board may find it necessary or appropriate to strike special committees to deal with specific matters that arise. Terms of reference and compensation arrangements for each special committee are established when the committees are struck. During 2019 no such committee was struck.

During the year ended December 31, 2019, \$3,990 (2018 \$5,633) in travel expenses were reimbursed to the independent Directors of the Company.

#### **INDEBTEDNESS**

No Director or senior officer of the Company, or any of their associates is, or has at any time since the establishment of the Company been, indebted to the Company or its subsidiaries, or had indebtedness the subject of a guarantee, support agreement, letter of credit or similar arrangement or understanding provided by the Company or its subsidiaries.

#### **CORPORATE GOVERNANCE**

#### The Board

In 2019, the Board consisted of six members, three of whom are considered independent: Jerry Gray, Dave Brown and Garry Leach. The three Directors who are not independent are Douglas Pollard, John Pollard and Gordon Pollard. John Pollard, Douglas Pollard and Gordon Pollard are part of a control group that controls approximately 67.5% of the Company and each of them work in an executive capacity.

As the Board does not have a majority of independent Directors, and the Executive Chair is considered not to be independent, there are steps the Board takes to ensure it exercises independent judgment in carrying out its responsibilities. Jerry Gray has been appointed as Lead Director and his responsibilities are to assist and lead the independent Directors in fulfilling their responsibilities and duties as independent members of the Board of Directors. In addition, during 2019 each of the Audit Committee, the Compensation Committee and the Governance and Nominating Committee consist exclusively of the independent Directors of the Board of Directors. In their capacities as members of the Audit Committee, the Compensation Committee and the Governance and Nominating Committee, the independent Directors of the Board of Directors have extensive opportunities to meet without the presence of non-independent Directors. The Company believes that these opportunities enable the independent Directors of the Board to bave open and candid discussions, without holding regularly scheduled meetings with only the independent Directors in attendance.

The following table sets out the Board and committee meeting attendance of the Directors of the Company during 2019.

	Meetings of the Board	Meetings of the Audit Committee	Meetings of the Compensation Committee	Meetings of the Governance and Nominating Committee
Jerry Gray	4 of 4	4 of 4	2 of 2	2 of 2
Dave Brown <sup>(1)</sup>	3 of 4	3 of 4	1 of 2	1 of 2
Garry Leach	4 of 4	4 of 4	2 of 2	2 of 2
Douglas Pollard	4 of 4	N/A	N/A	N/A
John Pollard	4 of 4	N/A	N/A	N/A
Gordon Pollard	4 of 4	N/A	N/A	N/A

Note:

<sup>(1)</sup> Mr. Brown's absence from one meeting of the Board and one meeting from each of the committees was due to an accident that required hospitalization.

## **Other Directorships**

Directors involved as directors/trustees of other reporting issuers are listed below:

Dave Brown

Boyd Group Services Inc. GMP Capital, Inc.

## **Board Mandate**

The charter of the Board of Directors is attached to this circular as Appendix "A".

## **Position Descriptions**

The Board has developed detailed written position descriptions for the Chair of the Board and the Chair of each committee of the Board. The role of each committee Chair and the Chair of the Board is to ensure the responsibilities documented in the charters or mandates of each committee and the Board are carried out and achieved and these are reviewed annually.

The Board has also developed a written position description for the Co-Chief Executive Officers. In addition, the Board and the Co-Chief Executive Officers meet on a regular basis to discuss the roles of the Co-Chief Executive Officers and responsibilities in relation to the objectives and goals of the Company.

## **Orientation and Continuing Education**

The Company undertakes a day-long orientation and education session for all new Directors of the Board. The orientation includes a detailed review of the operations of the business as well as the roles of the Board of Directors and its committees. Directors meet regularly at the Company's different operating facilities where extensive plant tours and interaction with local management provide greater understanding of the business. In addition, formal management presentations on different aspects of the Company's operations are reviewed at least quarterly. Some of the presentations and learning opportunities are set out below:

Quarter	Торіс
Ongoing programs	Regular deep dive presentations by management
	Regular meetings with Directors and senior executives and managers
	Extensive involvement in Director regulatory reporting requirements
	Provision of various articles and reading material relating to governance and regulatory requirements
Fiscal Q1, 2019	Strategic Planning Review and Update, presentation by management
	Corporate Development Activity, presentation by management
Fiscal Q2, 2019	<i>Report on Corporate development activities and competitive landscape</i> , presentation by management

Quarter	Торіс
Fiscal Q3, 2019	Reports on Insurance market and D&O liability and Cyber Risk Control, presentation by management
Fiscal Q4, 2019	Presentation and manufacturing update, presentation by management
	Detailed tour of Ypsilanti facilities
	<i>Review of 2020 operating and financial projections,</i> presentation by management
Fiscal Q1, 2020	Strategic Planning Review and Update, presentation by management
	Corporate Development Activity, presentation by management

All of the directors present at the board meeting attend and actively participate in the above education sessions. As required, Directors of the Board avail themselves of any ongoing or additional education required to maintain the skill and knowledge necessary to meet their obligations as Directors of the Board.

## Ethical Business Conduct

The Board has adopted a written code of ethical business conduct for Directors, officers and employees. A copy of the code is available on SEDAR at www.sedar.com, or a copy can be obtained by writing the Chief Financial Officer at 140 Otter Street, Winnipeg, Manitoba R3T 0M8. The Board regularly reviews compliance with the code of ethical business conduct with management as part of its overall responsibilities.

### Assessments

The Governance and Nominating Committee of the Board has the responsibility to assess on an annual basis the performance of the Board, the committees of the Board and the individual Directors of the Board. A formal Board Evaluation and self-assessment occurs every two years.

### Diversity

The Governance and Nominating Committee examines annually the size and composition of the Board of Directors and its committees by considering factors such as the skills, experience, professional and industry representation, as well as factors that promote diversity on the board, including age and gender with a view to ensuring that the Board of Directors benefits from a broad range of perspectives and relevant experience. Although the Company has not adopted a formal written policy relating to the identification and nomination of female directors, the Governance and Nominating Committee does consider diversity and specifically the need to nominate qualified female directors a significant factor to take into account. The Company is committed to fostering a diverse and inclusive culture both within its Management team and among its Directors, this represents a strategic business priority for the Company and contributes to its continued commitment to sound corporate governance, market innovation and growth. Although the Company has not adopted a formal written policy with specific targets regarding the representation of women executive and management positions, the Company believes that diversity, including gender diversity, is a critical factor in ensuring a varied, experienced, creative and skilled work force and actively ensures diversity

factors, including gender, are considered. This commitment is reflected in the current representation of female members of our executive and management team.

## Shareholder Engagement

Pollard continues to believe that directly engaging with shareholders and other stakeholders is critical because it allows us to hear issues directly from the source. Management engages with shareholders throughout the year through formal visits, presentations as well as frequent interactions with our Co-Chief Executive Officers and Chief Financial Officer. We encourage our shareholders to express their views on governance matters directly to the Board. If you have questions about our governance practices you can address them to our lead director at the following:

Lead Director, Pollard Banknote Limited, 140 Otter Street, Winnipeg, Manitoba, R3T 0M8 Canada Email: Leaddirector@pbl.ca

### Management Succession Planning

The Governance and Nominating Committee works with the Co-Chief Executive Officers to assist in appropriate senior management succession planning. While no Co-Chief Executive Officer succession plans are formally documented, the nature of the Company's structure utilizing a dual Co-Chief Executive role allows the Company to effectively have a built-in succession plan with two experienced senior executives providing security and back up in a succession situation. Our current Co-Chief Executives are part of a control group that currently owns approximately 67.5% of the outstanding common shares and with this dual Co-Chief Executive structure provides the Company security relating to succession planning.

## The Compensation Committee

The Company has a Compensation Committee consisting solely of the independent Directors. For a description of the governance policies related to the Compensation Committee, see "Executive Officer and Director Compensation – Compensation Discussion and Analysis – Compensation Committee."

### The Audit Committee

The Company has an Audit Committee consisting solely of the independent Directors. For description of the governance policies related to the Audit Committee, see the AIF, which is available on SEDAR at www.sedar.com.

For a description of the governance policies related to the Audit Committees, see the AIF, which is available on SEDAR at www.sedar.com.

### The Governance and Nominating Committee

The Company has a Governance and Nominating Committee consisting of the independent Directors. Garry Leach is the Chair of the Governance and Nominating Committee and during 2019 the other members were Dave Brown and Jerry Gray.

The Governance and Nominating Committee develops and reviews criteria as well as establishes procedures for selecting Directors by regularly assessing the competencies, skills, personal qualities, business background and diversified experience of the Board and the Company's circumstances and needs. The Governance and Nominating Committee identifies candidates qualified to become Board members and recommends nominees for election.

The Governance and Nominating Committee assists the Board in: (i) developing the Company's approach to corporate governance issues, (ii) proposing new Board nominees and Director nominees for each committee of the Board, (iii) assessing the effectiveness of the Board and its committees as a whole and the contribution of individual members, and (iv) orienting new Directors upon appointment or election to the Board.

## DIRECTORS AND OFFICERS' LIABILITY INSURANCE

The Directors and officers of the Company are covered under a liability insurance policy. The aggregate premium for such insurance for the period from November 1, 2019, to October 31, 2020, is \$46,500. The aggregate limit of liability applicable to the insured Directors and officers under the policies is \$20 million, inclusive of defense costs. Under the policy, each entity has reimbursement coverage to the extent that it has indemnified the Directors and officers. The policy includes securities claims coverage, insuring against any legal obligation to pay on account of any securities claims brought against the Company or its subsidiaries. There is a \$50,000 deductible provision for all other claims made by the Company but no such provision for claims made by any of their respective Directors or officers. The total limit of liability is shared between the Company and its subsidiaries and their respective Directors and officers so that the limit of liability is not exclusive to any one of the entities or their respective Directors and officers.

## MATERIAL CONTRACTS

For a description of material contracts of the Company, see the section entitled "Material Contracts" in the AIF, which is incorporated by reference in this Information Circular.

### INTERESTS OF CERTAIN PERSONS OR COMPANIES IN MATTERS TO BE ACTED UPON

The Directors and Named Executive Officers of the Company Group and their associates, as a group, beneficially own, directly or indirectly, or exercise control or direction over, an aggregate of approximately 17,439,058 Shares, representing approximately 68% of the outstanding Shares.

## INTEREST OF MANAGEMENT AND OTHERS IN MATERIAL TRANSACTIONS

Other than as disclosed under "Related Party Transactions" of the Company's audited consolidated financial statements for the year ended December 31, 2019, incorporated by reference herein, no informed person of the Company, proposed nominee for election as a Director, or any associate or affiliate of such persons, has or has had any material interest, direct or indirect, in any transaction since the commencement of the Company's most recently completed financial year or in any proposed transaction which has materially affected or would materially affect the Company or any of its subsidiaries.

## PRINCIPAL SHAREHOLDERS

To the knowledge of the Directors and senior officers of the Company, as of April 3, 2020, there is no beneficial owner of, nor any person or company who exercises control or direction over, Common Shares carrying more than 10% of the votes attached to the outstanding Common Shares, other than Equities which, by virtue of its ownership of 17,305,158 Common Shares, controls approximately 67.5% of the votes attached to the outstanding Common Shares, the Company has outstanding 25,635,658 Common Shares.

#### **OTHER BUSINESS**

As of the date hereof, Management does not know of any matters to be brought before the Meeting other than those set forth in the Notice of Meeting accompanying this Information Circular.

## **ADDITIONAL INFORMATION**

Current financial information for the Company is provided in the audited consolidated financial statements and management's discussion and analysis for the most recently completed financial year. This information and additional information relating to the Company can be found on the SEDAR website at www.sedar.com and on the Company's website at www.pollardbanknote.com.

Copies of the Company's AIF, annual report (including management's discussion and analysis), audited consolidated financial statements and this Information Circular may be obtained upon request to the Company's Chief Financial Officer at 140 Otter Street, Winnipeg, Manitoba R3T 0M8. The Company may require payment of a reasonable charge if the request is made by a person who is not a Shareholder of the Company.

## DIRECTORS' APPROVAL

The contents and the sending of this Information Circular have been approved by the Directors.

DATED at Winnipeg, Manitoba, on April 3, 2020.

(signed) "Douglas Pollard"

Douglas Pollard Co-Chief Executive Officer, Pollard Banknote Limited

## CHARTER OF THE BOARD OF DIRECTORS

## OF

## POLLARD BANKNOTE LIMITED

## **Authority**

The Board of Directors (the "Board") establishes the overall policies for Pollard Banknote Limited (the "Corporation"), monitors and evaluates the Corporation's strategic direction, and retains plenary power for those functions not specifically delegated by it to its Committees or to management. Accordingly, in addition to the duties of Directors pursuant to the Canada Business Corporations Act, the mandate of the Board is to supervise the management of the business and affairs of the Corporation with a view to the best interests of the Corporation. Management's role is to conduct the day-to-day operations in a way that will meet this objective.

The Board may assign to Board committees the prior review of any issues it is responsible for.

The Board may engage outside advisors at the expense of the Corporation in order to assist the Board in the performance of its duties and set and pay the compensation for such advisors.

Nothing contained in this mandate is intended to expand applicable standards of liability under statutory or regulatory requirements for the Directors of the Corporation.

## **Structure**

- Directors are elected annually by the shareholders of the Corporation and together with those appointed to fill vacancies or appointed as additional Directors throughout the year, collectively constitute the Board of Directors of the Corporation.
- The composition of the Board, including the qualification of its members, shall comply with the constituting law and charter of the Corporation as well as other applicable legislation, rules and regulations.
- The Chairman of the Board shall be appointed by resolution of the Board to hold office from the time of his/her appointment until the next annual general meeting of shareholders or until his/her successors are so appointed.
- The Board shall appoint an independent director to act as 'lead director', to act as the effective leader of the Board and ensure that the Board's agenda will enable it to successfully carry out its duties.
- The Board shall meet at least four times per year and may meet more often if required.
- The Board shall meet separately without non-Board management present, as it shall determine, but at least annually.
- The provisions of the Articles and By-laws of the Corporation that regulate meetings and proceedings shall govern Board meetings.

- The Chairman shall approve the agenda for the meetings and ensure that properly prepared agenda materials are circulated to members with sufficient time for study prior to the meeting.
- The Board may invite from time to time such person as it may see fit to attend its meeting and to take part in discussion and consideration of the affairs of the Board.
- The minutes of the Board meetings shall accurately record the significant discussions of and decisions made by the Board and shall be distributed to the Board members, with copies to the Co-Chief Executive Officers of the Corporation.

# **Responsibilities**

As part of its stewardship responsibility, the Board advises management on significant business issues and has the following responsibilities:

- Reviewing and approving, at the beginning of each fiscal year, the operating and capital budget and financial goals of the Corporation as well as longer term strategic plans prepared and elaborated by management and, throughout the year, monitoring the achievement of the objectives set.
- Reviewing and approving all securities continuous disclosure filings such as the Annual Report, Proxy Circular, and Annual Information Form.
- Ensuring that it is properly informed, on a timely basis, of all important issues (including environmental, cash management and business development issues) and developments involving the Corporation and its business environment.
- Identifying, with management, the principal risks of the Corporation's business and the systems put in place to manage these risks as well as monitoring, on a regular basis, the adequacy of such systems.
- Satisfying itself as to the integrity of the Co-Chief Executive Officers and other senior officers and that the Co-Chief Executive Officers and other senior officers create a culture of integrity throughout the Corporation.
- Ensuring proper succession planning (including appointing, training and monitoring senior executives).
- Reviewing and ratifying the Compensation Committee's assessment of the performance of the Co-Chief Executive Officers.
- Adopting a communication and disclosure policy for the Corporation and monitoring investor relations programs.
- Adopting and enforcing good corporate governance practices and processes.
- Ensuring the integrity of the Corporation's internal control, management information systems and financial disclosure.
- Reviewing the Board's mandate annually and recommending and implementing changes as appropriate. The Board shall ensure that processes are in place to annually evaluate the performance of the Board and of its Directors.