

Altus Group Limited

Position Description – Chief Executive Officer

This position description describes the appointment, role, and responsibilities of the Chief Executive Officer (“**CEO**”) of Altus Group Limited (the “**Corporation**”) and should be read together with the Corporation’s Corporate Governance Guidelines.

Purpose

The CEO is accountable to the Board of Directors of the Corporation (the “**Board**”) for the effective overall management of the Corporation and for conformity with the policies agreed upon by the Board. The CEO shall have responsibility for the day-to-day operations of the Corporation’s business in accordance with these policies, as well as the Corporation’s various business objectives.

Appointment and Qualification

The Board shall appoint the CEO on the terms and conditions that it considers appropriate, upon the recommendation of the Human Resources and Compensation Committee. The CEO shall report to the Board on a regular, periodic basis and otherwise as the Board may request, and will have such competencies and skills as the Board may determine in its business judgment is required for the effective performance of such position.

Primary Objectives of the CEO

The primary objectives of the CEO are to:

- (i) provide strategic leadership and vision for the organization;
- (ii) together with senior management and the Board, establish, implement, and oversee the strategic direction, operating plans, and priorities of the Corporation;
- (iii) advance the interests of the Corporation to ensure the ongoing viability, growth, and development of the organization;
- (iv) encourage and promote a culture of entrepreneurial, innovative, and ethical decision-making and business conduct; and
- (v) implement efficient and effective management of the organization and motivate, lead, and mentor a high-performance senior management team.

Roles and Responsibilities

In addition to individual responsibilities and specific duties assigned by the Board from time to time, the CEO should:

1. General

- (i) ensure that the Board policies and practices and the by-laws of the Corporation are effectively

and efficiently implemented and that the operation of the Corporation is executed within the parameters of relevant federal and provincial legislation and regulation;

- (ii) foster a corporate culture and values that promote ethical practices and encourage individual integrity, and that are compatible with the established mission and values of the organization, particularly the Corporation's Code of Ethics and Business Conduct;
- (iii) promote the Corporation and develop key partnerships with industry, affiliated organizations, government, and the community at large;

2. Strategic Planning and Leadership

- (i) provide leadership in the development and implementation of the Corporation's mission statement, vision, and goals and the corresponding strategies, plans, and budgets to achieve them;
- (ii) act as primary liaison to the Board in the establishment of strategic directions and priorities and the development and implementation of objectives, policies, and operating plans;
- (iii) lead and manage the Corporation's merger and acquisition activities and corporate finance activities;
- (iv) establish and oversee, in consultation with the CGNC and the Board, the implementation and maintenance of appropriate succession planning procedures with respect to senior management and the future leadership of the Corporation;
- (v) together with other senior management, ensure that appropriate systems are in place to effectively identify and manage business risks;

3. Operations

- (i) develop and maintain an effective staff organization that delivers services, programs, and information beneficial to existing and prospective clients;
- (ii) ensure the development of priority plans, performance measurements, management controls, and critical success factors;
- (iii) review, approve, and ensure all the Corporation operating policies are understood and consistently applied by all employees;
- (iv) establish accountability measures, monitor performance against targets, and take corrective action as required;
- (v) review and analyze and, together with the Board, as applicable, authorize major corporate finance decisions and annual budgets and operating plans;

4. Corporation Ambassador / Public Relations

- (i) act as the formal spokesperson for the Corporation;
- (ii) oversee the interactions between the Corporation, the public, investors, regulators, analysts, the media and other stakeholders;
- (iii) serve as an ambassador for the Corporation to relevant organizations in Canada and internationally;

- (iv) promote collaboration with and among the Corporation's various offices and committees; and

5. Other

- (i) carry out such other appropriate duties and responsibilities that are required by law, as appropriate, or as may be delegated by the Board from time to time, consistent with the position of CEO.

Information Flow to the Board of Directors

The CEO will arrange for the delivery of information to directors on a timely basis to keep the directors fully apprised of all matters that are material to the Board.

The CEO will work with the Chair of the Board and Lead Director (if applicable) to ensure that information requested by any director is provided and meets the needs of that director, and that the Board and its Committees are provided with the necessary resources, including external advisors and consultants, to permit the Board and its Committees to carry out their responsibilities effectively and efficiently.

As approved by the Board of Directors of the Corporation on May 7, 2025.