

# FREQUENTLY ASKED QUESTIONS & ANSWERS

# **COMPLIANCE AND ETHICS REPORTING – GENERAL**

#### What is the Compliance and Ethics Hotline?

The Compliance and Ethics Hotline ("Hotline") is Legend Biotech's comprehensive 24-hour telephone and web-based reporting system hosted by NAVEX. It is a system used for receiving telephone and web-based reporting of questions about compliance issues or concerns regarding the knowledge or suspicion of illegal or unethical conduct or violations of laws, regulations, or Legend Biotech's Code of Conduct or policies.

### May I report using either the internet or the telephone?

Yes. You have the ability to file a report to the Hotline either via the telephone or the internet. You will be asked to provide the same information over the telephone that you would provide in an internet-based report, and an interviewer will type your responses into the Hotline. These reports have the same security measures applied to them during delivery.

#### Is the Hotline anonymous?

Yes. If you are an employee, you are encouraged, but not required, to first report suspected or actual violations directly to your supervisor or manager or to a representative of the Human Resources, Legal, or Compliance departments. The Hotline is designed to protect your anonymity. You are not required to state your name or other identifying information unless you want to. It's important to note that if you wish to remain anonymous, you, as a reporting party, need to make sure that the information you provide does not reveal your identity by accident.

Please note that in some countries where we operate, we may not be permitted by applicable law to investigate anonymous reports, meaning that anonymous reports to the Hotline from or about activity in such countries will be deleted with no investigation or further follow up. Applicable law may also limit the types of reports that can be accepted through the Hotline.

#### What type of situations should I report?

The Hotline is designed for Legend Biotech employees, former employees, customers, contractors, vendors, patients, healthcare providers, organizations, and others to report any suspected or actual violations of laws, regulations, the Legend Biotech <u>Code of Conduct</u>, the <u>Standards of Conduct Policy</u>, (available for employees only) or any other Legend Biotech policy.

#### Who can I contact with questions about the Hotline or my report?

If you have any questions or concerns regarding the Hotline, the processes for handling submitted reports, or a particular report, please in the first instance contact the Compliance department at <u>compliance@legendbiotech.com</u>.

#### What if I remember something relevant and important after I file the report?

When you file a report, even if anonymously, you receive a unique report key and will select a password so that you can return to the Hotline and access the original report, including to add details at a later date.

#### What if you have questions for me concerning my report?

When you receive your report key, you will be provided with the estimated amount of time we anticipate for the report to be processed. When that time has passed, we recommend that you check to see if any



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questions have been posted. If you identify yourself, we may also contact you directly regarding your report.

### What should I do if the Hotline is not available in the country I am reporting from or about?

If the Hotline for your location is not available or is limited, you may make a report or follow up on a report through your supervisor or local management or a representative of the Human Resources, Legal, or Compliance departments.

## Where do these reports go? Who can access them?

Reports are entered directly on NAVEX's secure server. NAVEX makes these reports available only to specific individuals within Legend Biotech who are charged with evaluating the report, based on the type of violation and location of the incident. Each of these report recipients has had training in keeping these reports in the utmost confidence to the extent permissible by law.

# I am not sure if what I have observed or heard is a violation of company policy or if it involves unethical or illegal conduct, but it just does not look right to me. What should I do?

Please file a report. We would rather you report in good faith about any situation or activity, even if it turns out to be harmless or inaccurate, than let possibly unethical or illegal behavior go unchecked.

# **COMPLIANCE AND REPORTING – EMPLOYEES AND CONTRACTORS**

## If I see a violation, shouldn't I just report it to my manager or HR and let them deal with it?

When you observe some behavior you believe may violate laws and regulations, our Code of Conduct, or our Standards of Conduct Policy, we want you to report it. Ideally, you should bring any concerns forward first to your direct supervisor or manager, a member of the Human Resource, Legal, or Compliance departments, or other member of our management team. However, the Hotline is always available to you as a secondary, alternate, or supplemental means of reporting.

# What if my direct supervisor or other managers are involved in a violation? Won't they get the report and start a cover-up?

The Hotline is designed to help ensure that implicated parties are not notified or granted access to reports in which they have been named before an appropriate investigation is conducted.