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| Reviewer 1 | Yangzhou Wang (COO) | Yangzhou Wang | Date | Mar 20, 2020 |
| Reviewer 2 | Yulong Ding (GM CBTC) | Yulong Ding | Date | Mar 20, 2020 |
| Reviewer 3 | Judy Jiang (GM CBBJ) | Judy Jiang | Date | Mar 21, 2020 |
| Reviewer 4 | Stuart Dexter (GM CBUK) | Stuart Dexter | Date | Mar 20, 2020 |
| Reviewer 5 | Jayant Thatte (GM CBSD) | Jayant Thatte | Date | Mar 19, 2020 |
| Reviewer 6 | Keefe Chng (GM CBLA) | Keefe Chng | Date | Mar 20, 2020 |
| Approved by | Jean-Pierre Wery (CEO) | Jean Pierre Wery | Date | Mar 20, 2020 |

1. Introduction

This document outlines the steps required to operate Crown Bioscience Inc. in the event of an unanticipated interruption of normal operations due to natural disasters, man-made threats or actions, technical threats or actions or infectious disease epidemics or pandemics. The plan identifies the critical functions and resources required to prepare and respond to these events ensuring all essential functions of our research facilities can be appropriately met, including but not limited to staff and animal safety, compliance with accreditation, certification and regulatory agencies, integrity of client information and scientific data and internal and external communication. The goal of this plan is to minimize the impact of disastrous events on our business and enable Crown Biosciences, Inc. to return to normal function, so we can ensure the safety of our employees and meet our responsibilities to our clients.

This BCP should be supported by an Emergency Action Plan (EAP) that addresses short duration emergencies that might require site evacuation, chemical spill response, local police response, etc. The BCP addresses the response to emergencies that impact the entire organization or site and is expected to cause disruption over a moderate to long period of time.

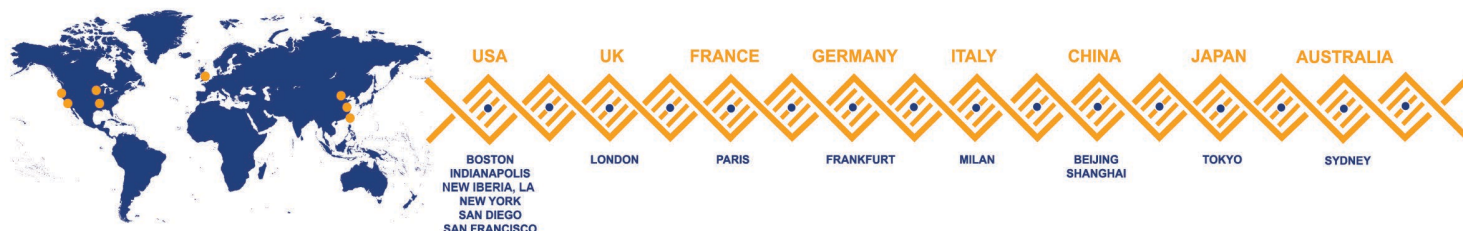
2. Business Continuity Planning (BCP)

2.1. Authority to Activate the BCP

The president of JSR Life Sciences or the Chief Executive Officer (CEO) of Crown have authority to activate this BCP globally or at a site level. If neither the president of JSR or the CEO of Crown are available, Crown's Chief Operations Officer (COO) may declare a global disaster and direct site General Managers (GM) to initiate their local disaster plans. In the absence of executive management, the General Manager of a Crown site can declare a local disaster and initiate the BCP.

2.2. Plan Distribution, Training and Monitoring

The BCP will be distributed to the Crown executives and senior managers responsible for site operations. Site GMs are responsible for ensuring site preparedness which includes testing, training and exercising, essential to assessing and improving the site's ability to maintain core functions and services. Crown's emergency response team will meet annually to review the plan and ensure it can be smoothly executed and all responsible personnel understand their role. Details of the annual training will be documented, including date, attendees, and any modifications to the plan, and the plan will be re-approved.



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2.3. Disasters

2.3.1. Natural disasters

Fire, hurricane, flood, snowstorm, earthquake, pollution, etc.

2.3.2. Man-made threats

Arson, bomb threat, etc.

2.3.3. Technical threats

HVAC failure, power failure, database corruption/attack, animal welfare/disease outbreak

2.3.4. Epidemic/pandemic

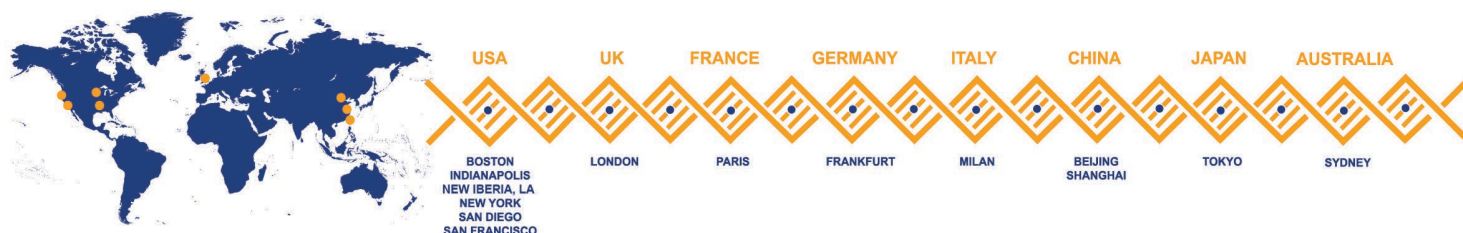
Infectious disease outbreak locally or regionally (epidemic) or globally (pandemic). Due to the unique nature of these emergencies they are specifically addressed under Appendix 1.

2.4. Emergency Response Team and Responsibilities

The site emergency response team is made up of the GM and the most senior personnel from human resources (HR), quality assurance unit (QAU), environmental health & safety (EH&S), scientific and technical operations, vivarium/laboratory operations, logistics and information technology (IT). The emergency response team is responsible for overseeing the emergency response, including reviewing and approving all actions as well as for before implementation of the emergency response. The committee has the authority and flexibility to revise site disaster response based on the situation, as it develops.

The emergency response team is also responsible for preparedness, requiring that:

- department leads must develop a list of key supplies, suppliers, backup suppliers, and levels required to support 1 to 6 months of normal courses of operation;
- department leads must develop a list of essential equipment, level of redundancy, location, impact of loss, etc.;
- department leads must develop a plan for key positions to support operations that are required on site and key positions that can operate remotely, and the staffing levels to support site capacity at 100% (75% of maximum cage or mouse capacity), 75%, 50%, and 25% of capacity. At the time of declaration of an emergency impacting staffing the capacity of the operation will be used to calculate staffing requirements, and manageable capacity if faced with a reduction in staffing of 10%, 20%, 30%, etc., will be determined;
- department leads must develop a list of key services required to maintain operations, identifying backup options if the service provider became unavailable;

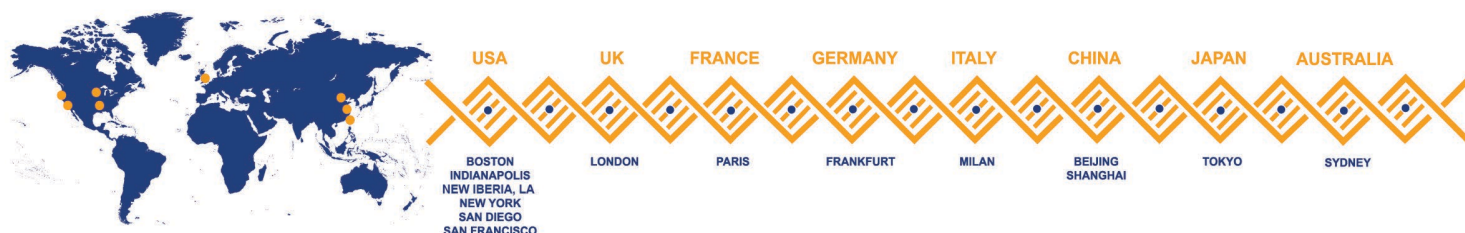




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- department leads must establish a succession plan to at least 1 level, meaning that in the absence of the most senior department lead based on normal operations (i.e. head/manager/director) a successor that is able to support and lead the continuation of the departments duties must be named;
- department leads are responsible for ensuring staff are trained on emergency response, such as evacuation procedures, processes for emergency response to equipment failures and data loss, etc.; and,
- department leads are responsible for reporting staff status of availability during an emergency and for managing the scheduling of staff to ensure continuity of operations.

| Priority Rating | Importance | Recovery Time |
|-----------------|---|---------------|
| Critical | Function directly impacts the welfare of staff, community, or animals and stopping the function would have significant and immediate negative consequences for Crown. | < 4 hours |
| High | Function must continue and pausing for more than 24 hours is likely to cause significant consequences and serious harm to business or scientific operations, revenue and finances, Crown's reputation, and the core mission of Crown. In addition, staff safety, animal welfare, and compliance with accreditation, certification or regulatory bodies will be negatively impacted. | < 24 hours |
| Medium | Function must continue if at all possible, possibly in reduced mode, and pausing/stopping for more than one week will likely cause major disruption to business or scientific operations, revenue and finances, and the core mission of Crown. In addition, staff safety, animal welfare, and compliance with accreditation, certification or regulatory bodies may be impacted. | < 1 week |
| Low | Function could be suspended for up to one month without causing significant disruption to business or scientific operations, however the core mission of Crown is likely to be only minimally impacted and staff safety, animal welfare, and compliance with accreditation, certification or regulatory bodies is not impacted. | < 1 month |
| Deferrable | Function may pause and resume when conditions permit. Deferring this function for more than one month may cause slight disruption to business or scientific operations, however the core mission of Crown is not impacted and staff safety, animal welfare, and compliance with accreditation, certification or regulatory bodies is not impacted. | > 1 month |



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2.4.1. GM

Responsible for activating the local response to a disaster and providing site level leadership to the emergency response team.

Responsible for reporting the emergency response team updates to the Crown executive and for advocating on behalf of the site for any company support that might be needed.

Responsible for ensuring all members of the emergency response team are trained and prepared.

Responsible for leading the overall implementation of the site emergency response plan.

2.4.2. HR

Responsible for all Crown internal communication and works with department leads to manage staff related issues that are likely to arise during a disaster.

2.4.3. QAU

Responsible for ensuring the site BCP is formalized, tested and trained to, and reviewed and updated, yearly.

Responsible for supporting departments in staff training on emergency processes.

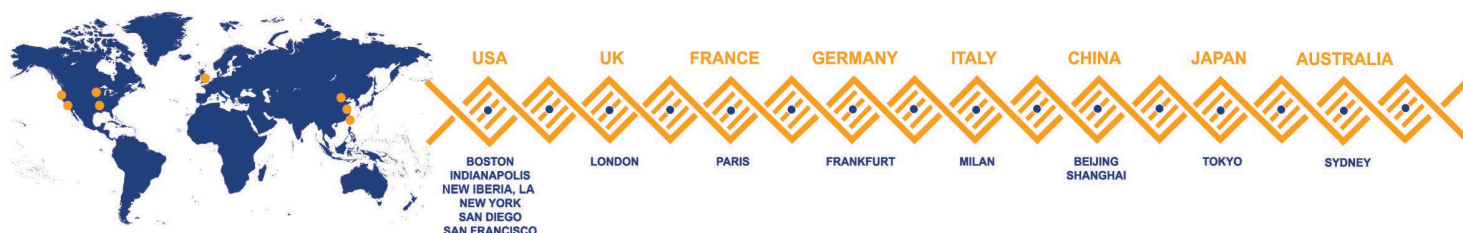
Responsible for monitoring compliance to processes setup to mitigate negative effects of the emergency.

Responsible for monitoring and reporting on the impact of the emergency and implemented processes on quality, for identifying areas for improvement in emergency operations, and for supporting departments in responding to changes in a dynamic emergency environment.

2.4.4. EH&S

Responsible for ensuring site compliance to fire, chemical and other hazardous emergency response procedures, for developing emergency evacuation procedures and for working with QAU and site management to ensure all staff are adequately trained on emergency procedures.

Responsible for working with operations and/or logistics department leads to ensure the site remains compliant with regulatory agencies; this might include liaising with hazardous waste removal services to coordinate their operations during the emergency, identifying alternatives that may need to be implemented in the event that the primary service provider is unable to respond to Crown needs, establish temporary options to ensure the safety of Crown staff, the Crown facility, and the community in which our sites operate.



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2.4.5. Vivarium and laboratory operation

Identify key functions of operations required: ensuring animal welfare is not compromised and seeking veterinary input as needed; maintaining the scientific quality and integrity of ongoing studies; providing feedback to scientific operations and site leadership regarding operations capacity changes during an ongoing event; and, managing staff availability and scheduling.

Monitor and report on animal vendors impacted by the disaster to provide information on potential impact on continuity of operations.

2.4.6. Logistics

Work with department leads to develop a list of essential supplies and current availability, determine the period the disaster is likely to last and to purchase in additional supplies as required, and to identify backup reagents and/or suppliers.

In addition, logistics will monitor and report on the status of supply vendors and any potential impact on Crown operations.

2.4.7. IT

Responsible for making sure that the information technology network priorities are understood and that all IT functions are operational or can be restored timely with priority going to data security and confidentiality.

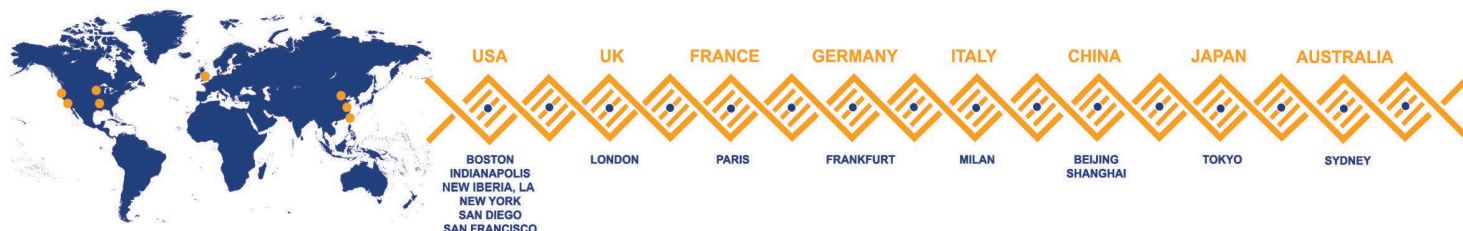
2.5. Emergency Response Processes

The emergency response explained below refers to the steps to be taken at or after the disaster/emergency has been declared.

2.5.1. Disaster notification

2.5.1.1. The GM will contact all emergency team members and inform them that the BCP has been initiated and will confirm that all members of the team are ready and available. If a member of the team is not available the GM will follow the succession plan and ensure all required roles on the emergency response team are filled. The GM will convene a meeting of the emergency response team.

2.5.1.2. The GM will be responsible for coordinating the sites BCP status with Crown's CEO, executives and the corporate emergency response team, the GM will also coordinate external communication regarding the sites status and the status of ongoing studies with Crown's sales and marketing team.



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2.5.1.3. HR will coordinate internal communication to ensure all staff have the relevant information to allow them to operate safely and without increasing risk to others, or to Crown.

2.5.1.4. The emergency response team will remain active until recovery is complete, all operations have returned to normal and a determination has been made that no risk of a change in situation exists.

2.5.2. Disaster response

2.5.2.1. The primary goal of the initial response is to ensure the safety of staff. In the event that local emergency support services are contacted, such as fire, police, etc., and employees will be evacuated following established evacuation plans.

2.5.2.2. If the emergency response team, with input from the veterinary officer, determines that animal welfare cannot be maintained, if/when access to the vivarium is permitted it will be necessary to determine whether the animals can be moved to a previously determined safe place, or if animals will need to be euthanized.

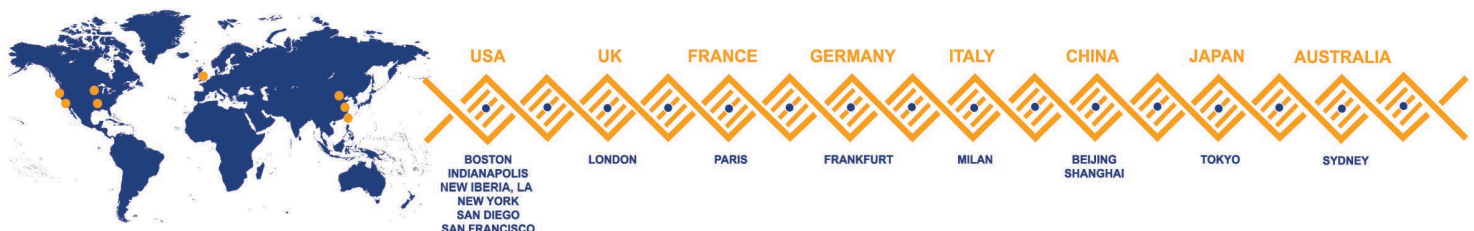
2.5.2.3. Each member of the emergency response team will gather essential information on the operation of their department, based on the emergency preparedness and functional responsibilities detailed in the BCP, and report the status of their departments to the GM and emergency response team.

2.5.3. Recovery process

2.5.3.1. Staff recovery will be managed by the department lead who will be responsible for reporting changes in the availability of staff on site and working from home. Staffing will be monitored and reported to the emergency management team to coordinate the scaling of operations to normal levels.

2.5.3.2. Vivarium operations will be assessed by the vivarium manager, facility manager and other essential operations support leadership, determining the degree of damage and what immediate steps are required to mitigate further damage, protect staff and animals, and to support a return to normal operations. Status reports and progress toward normal function will be made to the emergency response team on site and to senior management.

2.5.3.3. Based on the nature of the emergency the facility manager will report to the GM and the emergency response team the status of the overall facility and essential services in the facility and whether the facility can be accessed. Once the facility can be safely accessed, the facility will be assessed by the facility manager in coordination with department leads to determine the extent of any damage and whether the building can be safely used, in whole or in part.



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The facility manager will be responsible for determining what professional assessments are required to ensure the safe operation of the site for staff and animals.

2.5.3.4. Site GM will initiate communication with senior management to discuss and coordinate plans to address long-term closure of the site and support of operations by other Crown sites.

2.5.3.5. An assessment will be made of the status of essential supplies, equipment, etc., and a plan will be implemented to replace those necessary for a return to normal function and will be reported to the GM and the emergency response team. Current and backup suppliers will be contacted with the goal of returning to normal function as soon as can be achieved without impacting scientific quality.

2.5.3.6. IT will be responsible for working with scientific and general operations to determine the status of backup data and what, if any, scientific and/or business data has been lost. It is also responsible for reporting to the GM and the emergency response team on the status of networks and other essential IT functions and for providing a plan for returning to normal operation.

2.5.3.7. Site GM will be responsible for coordinating communication with accreditation, certification and regulatory bodies, as necessary.

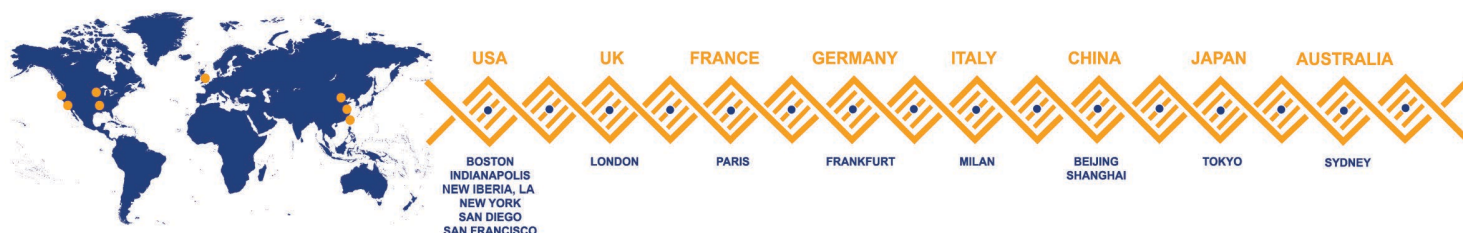
2.5.3.8. Working with corporate sales and marketing executives and/or senior management a customer communication plan will be implemented. Due to the potential impact on Crown's overall business all external communications must be coordinated with senior management.

3. Testing and Training

The emergency response team must meet yearly and review the business continuity plan and ensure its relevance to current operations.

Each department lead is responsible for reviewing and reporting on department preparedness paying particular attention to:

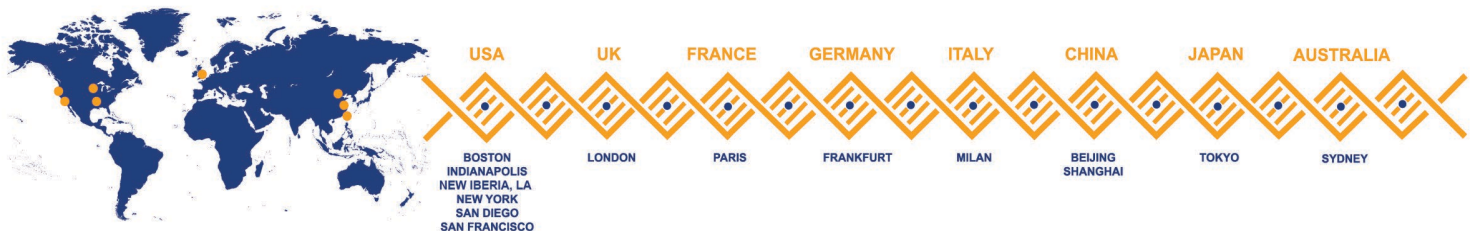
- Succession planning for key departments
- Maintenance of departments logs for key supplies, including establishing relations with backup vendors
- Conducting regular inspection of emergency equipment, such as fire extinguishers, alarms, etc.
- Conducting emergency training drills, such as fire drills, as warranted by local, regional and federal regulations





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- Setup import templates to support the timely implementation of process to support the movement of key supplies between Crown sites
- Ensure that IT backup programs are in place and are routinely tested for robustness with the goal of ensuring no less than 24 hour backup availability for all essential data, including client data, study data, electronic archives, supplier and logistics information, etc.
- Ensure each site has backup sites for all essential biosamples, such as PDX tumor banks, paraffin blocks, etc.
- Ensure process are in place to maintain scientific operations of data collection in the absence of networks or computers, such as local desktop data collection and hardcopy templates for data collection
- On hand stock of essential supplies should be kept at no less than 1 month



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Appendix I: Pandemic continuity of operations plan (PCOP)

1. Introduction

Epidemics and pandemics represent a unique emergency that does not impact the physical location of Crown's operation, but potentially impacts our most important resource, our staff. This Pandemic Continuity of Operations plan (PCOP) identifies the critical functions and resources required to prepare for and respond to an epidemic or pandemic, and recognizes the critical importance of ensuring all essential functions of our research facilities can be appropriately met, including but not limited to staff and animal safety, maintenance of compliance with environmental health and safety regulatory agencies and communication with clients. The goal of this plan is to minimize the impact of a pandemic on our ability to meet Crown's responsibilities to our customers, and to strengthen our ability to resume operations after the pandemic has passed.

2. Purpose

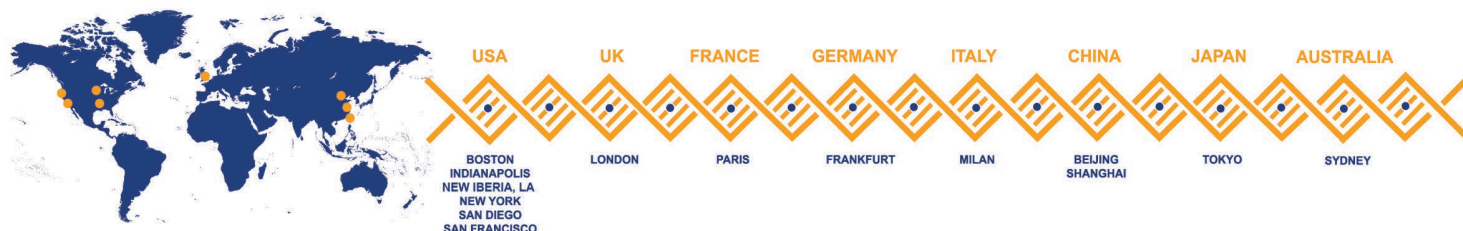
This plan provides guidance to Crown Bioscience, Inc. and serves as the plan for maintaining essential operating and service function during a pandemic. This plan does not replace nor supersede any current, approved Crown continuity plan, rather it supplements the current plan, covering any gaps that exist between traditional hazards detailed in Crown's continuity plan and the specialized requirements of a continuity plan dealing with an infectious disease pandemic.

This plan emphasizes the fact that essential functions can be maintained during a pandemic outbreak through mitigation strategies that include, social distancing, increased personal hygiene, increased facility cleaning, and other strategies that may be provided by local, regional, federal or international health and disease control agencies.

3. Responsibility and Authority

Once a decision has been made at the corporate level that the PCOP is to be triggered each site GM and head of HR will be informed. The GM and head of HR will assemble the relevant emergency response team members to include head of quality, head of EH&S, head of scientific and technical operations, vivarium manager, and logistics manager. This plan is to be read along with the Crown Bioscience, Inc. Business Continuity Plan (BCP) which this PCOP supplements and sites will monitor the severity of the local and regional pandemic and will ensure all key functions of operations are maintained.

It is essential that a succession plan is in place for all key functions of operations.



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3.1. Pandemic Response Committee

Pandemic Response Committee includes site GM and most senior representatives from HR, EH&S, QA, Scientific Operations, Technical Operations, Vivarium operations, IT and Logistics, and are responsible to coordinate and approve of all pandemic response actions. The Committee is responsible for overseeing the emergency response, including reviewing and approving all actions as well as for implementation of the emergency response. The Committee has the authority and flexibility to change or to add any plans based on the situation.

3.2. Site Manager

Responsible for assessing current Pandemic Response Phase for their site, coordination of the Pandemic Response appropriate for the Pandemic Phase at their site, and weekly reporting to Pandemic Response Team on current status of the site. Site Managers serve as the administrator of the plan at their designated locations, and act as an advocate in the Pandemic Committee for any site or company-specific concerns related to the Pandemic Response actions. Site Manager will assist in gathering relevant data for decision makers, assisting in the coordination of pandemic supply purchasing, and the initial activation of Pandemic Response Committee.

3.3. Human Resources

Responsible for preparing and delivering internal messaging to employees regarding policies, procedures, and other relevant updates for the pandemic response. HR is the central point of contact for employees regarding the pandemic response, including vacation, sick leaves, and other related concerns. HR will also manage the tracking of potential cases of the pandemic disease at their site for evaluation of Pandemic Phase levels. HR also reviews communications for legal concerns and appropriate messaging, in coordination with marketing/external legal firm or/and internal legal counsel.

3.4. Marketing

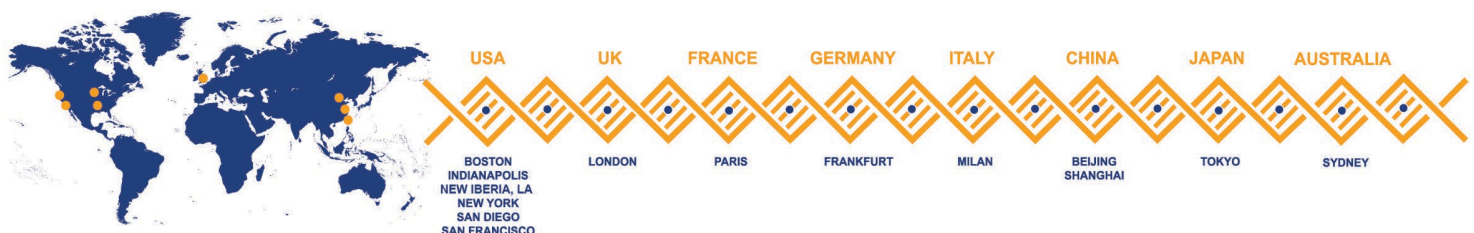
Responsible for external communications regarding pandemic response. Marketing department will assist in the development of documents for customer notification. Marketing/Communications department will also manage updates to the Pandemic Response website, in coordination with each Site Manager and Human Resources team.

4. Pandemic Response Phases

4.1. Pandemic Response Phases

Phase 1: Multiple cases of an unusually infectious illness or disease are reported within a country, but none in any local region/province/city with CrownBio or CrownBio subsidiary offices.

Phase 2: Multiple cases of an unusually infectious illness or disease are reported within the local region/province/city with CrownBio or CrownBio subsidiary offices.



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Phase 3: At least one site employee is absent from work due to what is suspected to be the pandemic disease.

Phase 4: 10% of the site's employees are concurrently absent from work due to what is suspected to be the pandemic disease.

Phase 5: 25% of the employees are concurrently absent from work due to what is suspected to be the pandemic disease.

4.1.1. Phase Approach Implementation

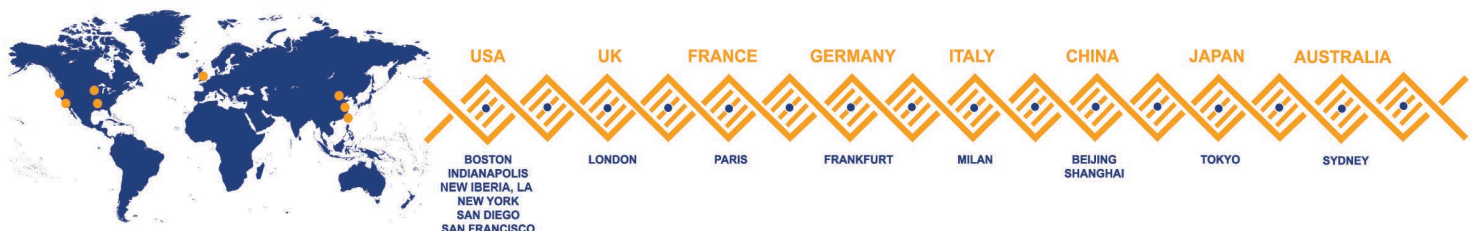
Based on the highest "Phase" for any CrownBio Site, the following measures are executed for Pandemic Response.

4.1.1.1. Phase 1

- 4.1.1.1.1. GM coordinating with HR gathers information from WHO, CDC, and local authorities and reports the situation periodically to CrownBio senior management.
- 4.1.1.1.2. As warranted, preliminary employee communication and guideline updates on travel and events may be issued by Human Resources.
- 4.1.1.1.3. Pandemic Response Committee is assembled and preparedness is assessed, including essential supplies necessary for maintenance of normal operations and mitigation of risk of disease spread.

4.1.1.2. Phase 2

- 4.1.1.2.1. GM implements the Pandemic Continuity of Operations Plan (PCOP):
 - GM calls a meeting of the Pandemic Response Committee. If a member of the committee is unavailable the GM initiates the succession plan and ensures all key functions/departments are represented on the committee. The committee is to meet daily for updates.
 - Each member of the committee is directed to follow the duties and responsibilities laid out in the PCOP section 5, including determining essential staffing requirements, on site and from home, supplies, emergency services, etc.
 - HR informs staff of updated and relevant HR policies regarding work arrangements and necessary percentage of staff's physical presence on sites.

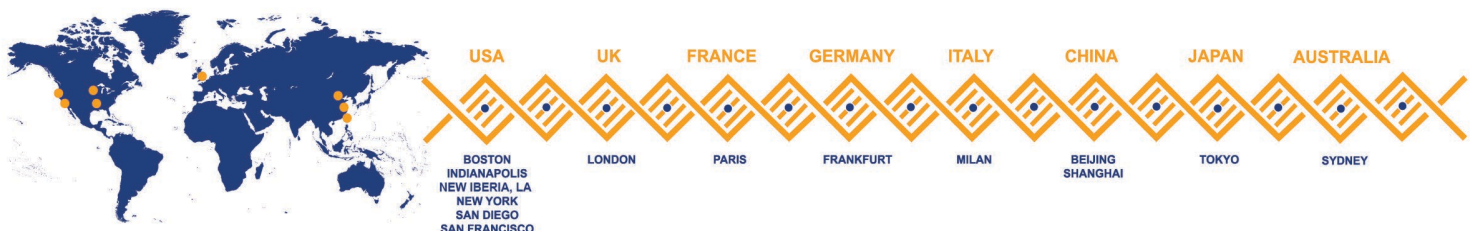


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- HR will start tracking staff on-site/off-site and their health status on a daily basis and report to sight management and senior management, as needed.
- At the discretion of the Committee, advise non-essential personnel to work from home
- Define visitor (i.e. vendor, customer, traveling employee) restrictions as appropriate.
- Define personal/business travel restrictions, and mandatory home stay period after coming back from restricted regions. Notify employees feeling unwell not to report to work.
- Committee meets on an ad-hoc basis to review current Pandemic Response and make necessary adjustments as appropriate.
- GM monitors daily the impact of the pandemic on the local and regional community and passes communication to The Committee.
- GM, facilitated by HR, starts a hygiene practice promotional campaign. Signs are posted around facility encouraging best personal hygiene methods (washing hands, covering nose during sneezing, etc.).
- GM, facilitated by EH&S, implements an enhanced environmental cleaning/disinfection enhanced program to mitigate risk of the spread of disease.
- GM works with EH&S to develop a policy for the use and distribution of supplies to reduce risk of illness spread, such as antiseptic hand wash, gloves, facemasks, etc.
- Marketing, in coordination with individual Site Managers, deploys a external communication plan with communication being approved by senior management.
- If available, the Committee coordinates in procuring vaccines and or medication for the pandemic disease.

4.1.1.2.2. Phase 3

- Site Pandemic Response Committee (Committee) meets on a daily basis to coordinate the sites Pandemic Response.



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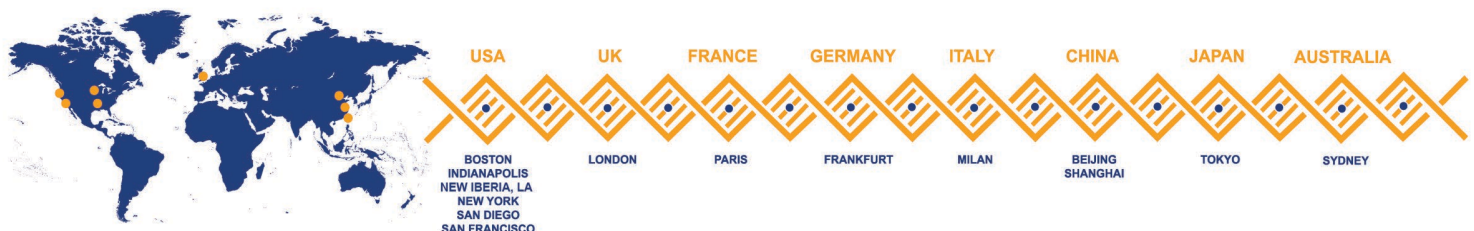
- HR and Committee finalize pandemic sick leave and travel plans and announces them to employees. The plans may include extra sick leaves for doctor visits, or due to pandemic quarantine.
- HR takes the lead on internal site communication, to include a weekly update for all staff. The Committee coordinates a zoom-based “all hands” meeting to update staff on preventive measures and overall pandemic threat status and company response.
- At the discretion of the Committee, advise non-production related personnel work from home

4.1.1.2.3. Phase 4

- Pandemic Response Committee (Committee) continues to meet daily to coordinate the site Pandemic Response and implements BCP actions in preparation for potential site closure.
- If applicable, medication obtained during phase 3 is distributed to employees and their family members.
- At the discretion of the Committee, operation scale back is initiated with priority on completing ongoing studies, managing animal welfare, moving studies that have not been initiated to other sites, informing BD of site status for taking on new studies, etc.
- All non-essential staff will be required to work from home

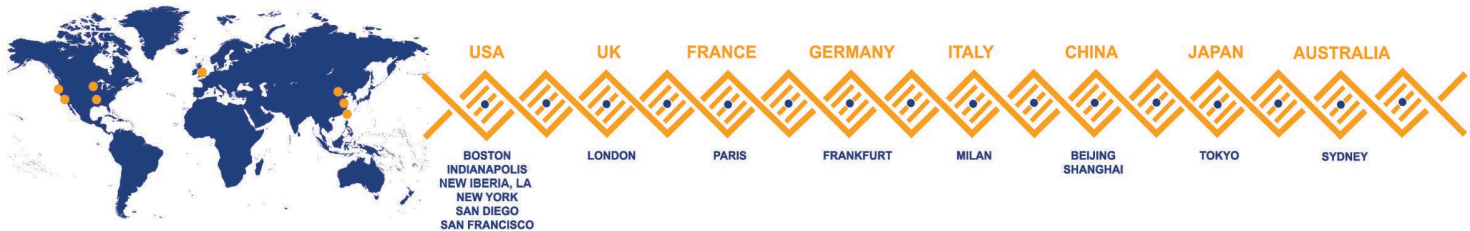
4.1.1.2.4. Phase 5

- Pandemic Response Committee (Committee) meets daily to coordinate Pandemic Response, execute and track BCP actions, and coordinate employee communication.
- The Committee continues to reduce site operations and preparations for site closure, based on senior management approval.
- The committee prepares internal communications regarding potential site closure and associated plans.
- Employees are provided weekly updates by Committee until the facility is reopened.



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- The GM tasks department leads with developing plans for scaled return to normal function.



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4.2. Essential Functions of Operations and Responsibilities

During a pandemic it is essential that all key areas of operations have established an action plan for initiation. All actions are reported centrally to the GM for management of general communication and for guidance and direction to ensure the continuity of operations and all staffing related matters. Governmental/regulatory agency updates are collected by HR for overall monitoring and communication to the site and to the Crown's senior management. The GM has overall responsibility for reporting the sites response to the Crown's senior management.

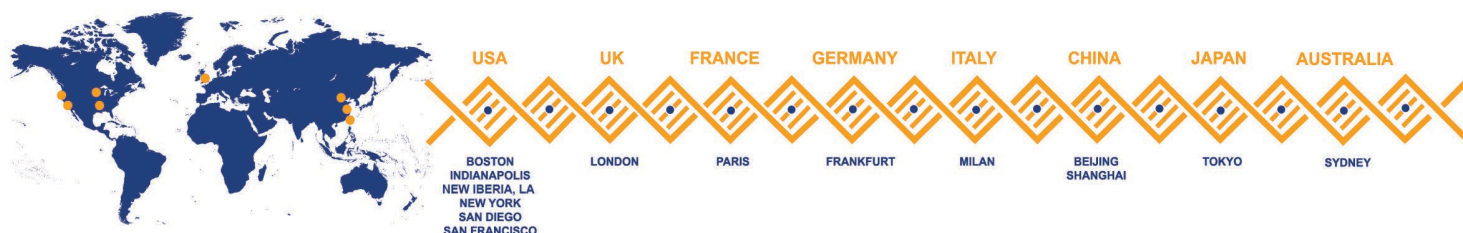
It is essential that methods are established to monitor, measure and respond to the operations requirements and to the changing conditions of the pandemic:

- Implement a formal policy regarding staff reporting of their location, health status, and ability to reach worksite
- Total department staff count, how many staff are working onsite, how many staff are working remotely
- Monitoring of staff conformance to measure put in place to mitigate infectious disease spread (e.g. PPE, staff socialization, cleaning/disinfection protocols, etc.)
- Utilization of key supplies
- Generation and management of waste, particularly medical, biohazardous and chemical hazards
- Status of essential suppliers/vendors and service providers and their ability to meet our operating needs
- Communication with local and regional pandemic points of contact

4.2.1. Animal welfare & technical operations

- List of essential supplies with supplier information, available inventory, period available inventory covers and backup options
- List of essential services, name and contact information, required service frequency to maintain operations, backup options
- List of essential staffing positions and numbers to maintain business as usual, and a plan to address reductions in staffing that would trigger delays in study initiation, cancellation of scheduled studies, or other actions to ensure the welfare of the animals on site

4.2.2. Quality



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- Establish a reporting process for monitoring and improving operations during the period of the pandemic
- Monitor compliance with processes implemented to ensure scientific quality
- Monitor compliance with processes implemented to ensure staff safety and mitigation of infectious disease spread
- Monitor compliance with processes implemented to ensure animal welfare is appropriately maintained
- Provide support to other departments in meeting their pandemic continuity of operations plan objectives

4.2.3. EH&S

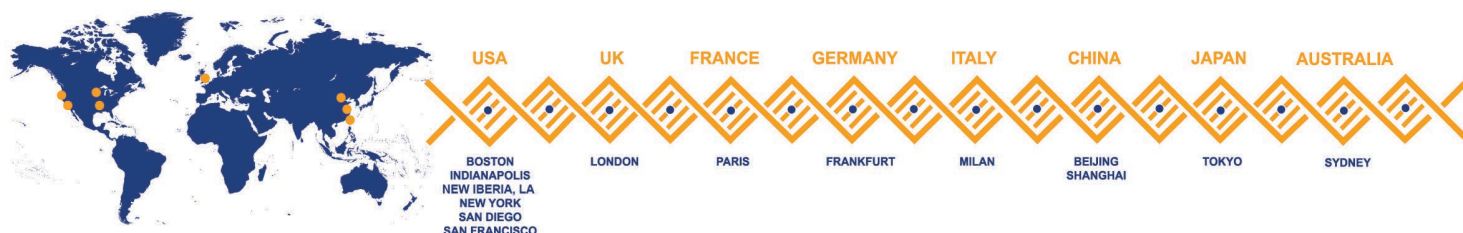
- Establish a list of essential functions and services required to maintain compliance with environment and staff safety processes and regulations
- Working with HR and obtaining advisory information from local government agencies, health authorities, and other relevant bodies, establish necessary processes to mitigate the risk of infection spread including such things as setting up handwash stations, setting up hand sanitizer stations, initiating facility cleaning/disinfection protocols, reaching out to 3rd party service suppliers to ensure waste removal processes are addressed, establishing backup options for handling all essential services

4.2.4. Logistics

- Work with departments to report on usage of key supplies based on current capacity and availability of all key supplies and period covered
- Support departments in obtaining additional essential supplies to cover the period of the pandemic plus 25%, including contacting current suppliers and backup suppliers, reaching out to other Crown sites of operation, etc.
- Monitor and report on the status of supply vendors and establish new vendor relationships as necessary to meet the requirements of the pandemic continuity of operations plan

4.2.5. Scientific operations

- Where practical scientific operations staff may work from home, but must be available by phone and email during the period of the pandemic and must report in to their manager daily



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- Establish a senior staff member rotation to ensure a senior staff member is available on site during normal operating times

4.2.6. Technical operations

- Ensure cross training of staff to facilitate flexibility of assignments
- Ensure backup methods of capturing study data are in place, such as local computers or hardcopy templates

5. Order of Succession

A succession plan must be established for all key positions within a sites operations (see Appendix II). The succession plan must include at least one person designated to take the responsibility of the department head if they become unavailable, but ideally 2 designees would be identified. The succession plan must be shared with and approved by the site GM and HR.

6. Test and Training Exercises

Testing, training and exercising are essential to assessing and improving an organization's ability to maintain essential functions and services, and Crown's emergency response team will meet annually to review the plan and ensure the business continuity of operations implementation can be smoothly executed and all responsible personnel understand their role. Details of the annual training will be documented, including date, attendees, and any modifications to the plan, and the plan will be re-approved.

7. Return to Normal Function

Return to normal function must be a managed process to ensure effective transition with staff safety, animal welfare and scientific quality are maintained.

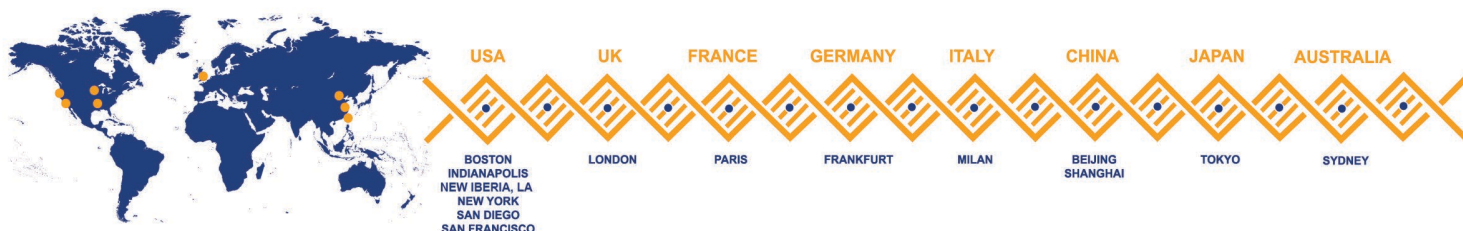
The return to normal function can only be implemented on the order of Crown Bioscience, Inc.'s CEO.

The return to normal function will be managed by the emergency response team reporting to site HR and GM.

Each department representative will be responsible for establishing the timeline for their return to normal function and for reporting progress regarding their essentials areas of operation, including: staff availability and return to worksite; returning PPE to normal operating levels; vendor timeline for return to normal function for supply and services, etc.

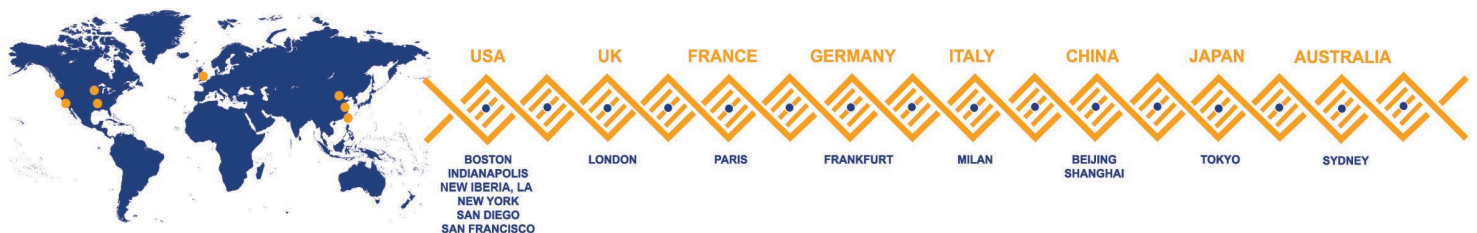
8. Conclusion

Responding to an infectious disease pandemic to maintain essential functions of operations requires additional considerations that are not part of the original business continuity plan, necessitating the consideration of emergencies where the physical infrastructure of the operation is not affected, relocation



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of operation is not applicable, however the availability or movement of human resources is impacted. Accordingly, Crown Bioscience, Inc. has developed this Pandemic Continuity of Operations Plan for maintaining essential functions and services to allow Crown sites to meet business and client expectations, mitigate infectious disease spread at Crown sites and ensure the safety of Crown staff, and to ensure Crown sites remain compliant with regulatory agencies and accreditation and certification bodies.





Appendix II: Succession planning

In order to ensure all key departments are appropriately led during a disaster that might impact the availability of staff it is essential that each site has an active 'Order of Succession' in place and on file with HR.

1. Order of Succession

1.1. CBBJ

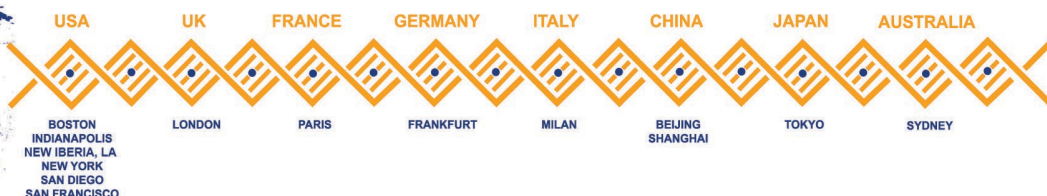
| Position/Role | Current Occupant | 1 st Line of Succession | 2 nd Line of Succession |
|-------------------------------|------------------|------------------------------------|------------------------------------|
| Site Manger | Judy Jiang | | |
| Human Resources | Judy Jiang | Yuanyuan Feng | Dan Li |
| Quality Assurance Unit | Zhi Li | Qiufang Sun | |
| Environment, Health, & Safety | Qiufang Sun | Zhi Li | |
| Vivarium | Jing Ma | Xiaomei Li | |
| Scientific Operations | Bing Zhu | Meiling Zheng | |
| Technical Operations | Guanping | Nan Li | |
| Support & logistics | Haining Qi | Xiaorui Kan | Lin Ji |
| Information Technology | Richard Jin | Shenting Zhou | |

1.2. CBTC

| Position/Role | Current Occupant | 1 st Line of Succession | 2 nd Line of Succession |
|-------------------------------|------------------|------------------------------------|------------------------------------|
| Site Manger | Yulong Ding | | |
| Human Resources | Grace Feng | Xiaomin Wang | |
| Quality Assurance Unit | Lin Li | Ting You | |
| Environment, Health, & Safety | Longfei Pu | Xiaochen Shen | |
| Vivarium | Dunwei Zhang | Dongming Li | |
| Scientific Operations | Bing Zhu | | |
| Technical Operations | Li Chen | Yongli Shan | |
| Support & logistics | Chenyang Ren | | |
| Information Technology | Justin Cheng | Jack Zhang | |

1.3. CBSD

| Position/Role | Current Occupant | 1 st Line of Succession | 2 nd Line of Succession |
|-------------------------------|------------------|------------------------------------|------------------------------------|
| Site Manger | Jayant Thatte | Guangzhou Han | Eileen Valero |
| Human Resources | Eileen Valero | Adeline Huang | Vacant |
| Quality Assurance Unit | Osman Farhad | Jayant Thatte | Vacant |
| Environment, Health, & Safety | Osman Farhad | Lonnie Stewart | Diana Hornberger |





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| | | | |
|------------------------|------------------|------------------|-----------------|
| Vivarium | Diana Hornberger | Melissa Neal | Cyril Rigmaiden |
| Scientific Operations | Guangzhou Han | Jordan Lim | Jayant Thatte |
| Technical Operations | Guangzhou Han | Cyril Rigmaiden | Jordan Lim |
| Support & logistics | Lonnie Stewart | Diana Hornberger | Osman Farhad |
| Information Technology | Jose Guzman | Vacant | Vacant |

1.4. CBUK

| Position/Role | Current Occupant | 1 st Line of Succession | 2 nd Line of Succession |
|-------------------------------|-------------------|------------------------------------|------------------------------------|
| Site Manger | Stuart Dexter | Yinfei Yin | Simon Jiang |
| Human Resources | Vacancy | | |
| Quality Assurance Unit | Michelle Anderson | Andy Tomlinson | Vicky lacey |
| Environment, Health, & Safety | Michelle Anderson | LRB Consulting | |
| Vivarium | Andy Tomlinson | Cockburn Vet Practice | |
| Scientific Operations | Yinfei Yin | Vicky lacey | Ruth Storer |
| Technical Operations | Andy Tomlinson | Bryan Miller | Simon Jiang |
| Support & logistics | Abbie Fox | Yinfei Yin | Bryan Miller |
| Information Technology | Cooper Parry | Stuart Dexter | Helen George |

1.5. CBLA

| Position/Role | Current Occupant | 1 st Line of Succession | 2 nd Line of Succession |
|-------------------------------|------------------|------------------------------------|------------------------------------|
| Site Manger | Keefe Chng | Susan Gottshall | George Aoyagi |
| Human Resources | Not on site | | |
| Quality Assurance Unit | Susan Gottshall | Keefe Chng | George Aoyagi |
| Environment, Health, & Safety | Susan Gottshall | Keefe Chng | Richard Kennedy |
| Vivarium | Susan Gottshall | Ricky Hebert | Richard Kennedy |
| Scientific Operations | Keefe Chng | Guodong Zhang | Susan Gottshall |
| Technical Operations | Keefe Chng | Guodong Zhang | Susan Gottshall |
| Support & logistics | Richard Kennedy | Ricky Hebert | Carlos Thompson |
| Information Technology | Not on site | | |

1.6. CBSZ

| Position/Role | Current Occupant | 1 st Line of Succession | 2 nd Line of Succession |
|-------------------------------|--------------------|------------------------------------|------------------------------------|
| Site Manger | Guo Sheng | | |
| Human Resources | Grace Feng | Xiaomin Wang | |
| Quality Assurance Unit | Lin Li | | |
| Environment, Health, & Safety | Longfei Pu | Xiaochen Shen | |
| Vivarium | No animal facility | | |
| Scientific Operations | Bonnie Chen | Likun Zhang | Zhongying Liu |



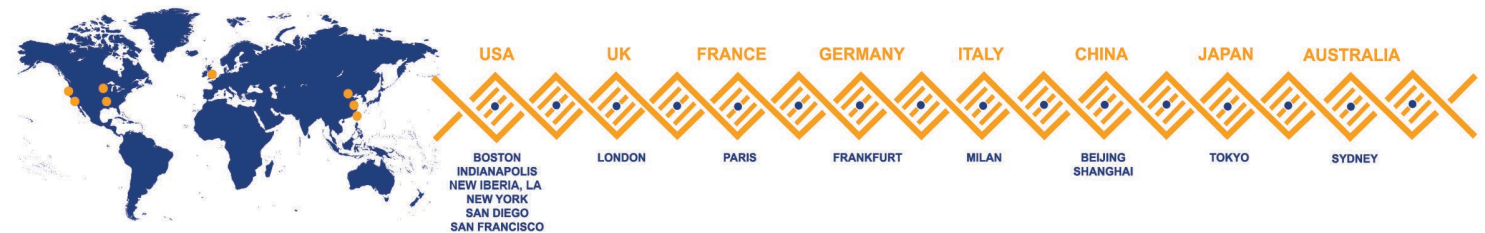


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| | | | |
|------------------------|--------------|-------------|---------------|
| Technical Operations | Bonnie Chen | Likun Zhang | Zhongying Liu |
| Support & logistics | Chenyang Ren | | |
| Information Technology | Justin Cheng | | |

1.7. CBZS

| Position/Role | Current Occupant | 1 st Line of Succession | 2 nd Line of Succession |
|-------------------------------|------------------|------------------------------------|------------------------------------|
| Site Manger | Kevin Wang | | |
| Human Resources | | | |
| Quality Assurance Unit | | | |
| Environment, Health, & Safety | | | |
| Vivarium | | | |
| Scientific Operations | | | |
| Technical Operations | | | |
| Support & logistics | | | |
| Information Technology | | | |





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Appendix III: Evacuation plan

Signature: Yangzhou Wang

Email: yangzhou.wang@crownbio.com

Signature: Judy Jiang

Judy Jiang (Mar 21, 2020)

Email: jiangcuixian@crownbio.com

Signature: Jayant Thatte

Jayant Thatte (Mar 19, 2020)

Email: jthatte@crownbio.com

Signature: JP Wery

JP Wery (Mar 20, 2020)

Email: jwery@crownbio.com

Signature: Yulong Ding

Yulong Ding (Mar 20, 2020)

Email: dingyulong@crownbio.com

Signature: S R Dexter

S R Dexter (Mar 20, 2020)

Email: stuart.dexter@crownbio.com

Signature: Keefe Chng

Keefe Chng (Mar 20, 2020)

Email: keefechng@crownbio.com



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SAN FRANCISCO

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MILAN

BEIJING
SHANGHAI

TOKYO

SYDNEY