

# Coherus BioSciences, Inc.

## California HR Privacy Notice

### **Privacy Information for California Employees, Contractors, and Applicants**

We collect Personal Information from current and past employees ('Employees'), Contractors and Applicants and comply with the California Consumer Privacy Act and related laws and regulations ("California privacy laws"). This California HR Privacy Notice applies to California Employees, Contractors, and Applicants ("you" or "your").

"Personal Information" means information that is linked or reasonably linkable to a particular individual or household. However, the following categories of information are not Personal Information:

- Publicly available information;
- Deidentified or aggregated data; or
- Information otherwise excluded from the scope of California privacy laws.

This Privacy Notice provides the following information to California Employees, Contractors, and Applicants:

- Categories of Personal Information we collect;
- Purposes for which we use Personal Information;
- Categories of Personal Information we disclose to third parties;
- Categories of third parties to which we disclose Personal Information; and
- How Employees, Contractors, and Applicants can exercise their rights under California privacy laws:
  - The rights to access, correct, or delete Personal Information;
  - The right to limit the use of sensitive Personal Information in certain circumstances; and
  - The rights to opt out of targeted advertising, sales of Personal Information, or profiling.

### **Categories of Non-Sensitive Personal Information**

The table below outlines the non-sensitive categories of Personal Information Coherus BioSciences, Inc. collects about Employees, Contractors, and Applicants and whether and how they are disclosed to third parties.

We collect Non-Sensitive Personal Information from the following sources:

- Directly from our Employees, Contractors, and Applicants

**Category of Personal Information:**  
Identifiers

**Examples**

Identifiers may contain the following: Names, physical addresses and email addresses.

**Purpose(s) for Collection**

Government reporting and compliance

**Targeted Advertising**

We do not engage in targeted advertising or disclose this information for targeted advertising purposes

**Sale**

This information is not sold to third parties

**Other Disclosures**

This information is not otherwise disclosed to third parties

**Retention Period**

We abide by Federal, State, and Local laws with the goal of limiting the retention period of personal information.

**Category of Personal Information:**  
Personal Characteristics

**Examples**

Personal Characteristics may contain the following: Age and gender.

<b>Purpose(s) for Collection</b>
Government reporting and compliance.
<b>Targeted Advertising</b>
We do not engage in targeted advertising or disclose this information for targeted advertising purposes
<b>Sale</b>
This information is not sold to third parties
<b>Other Disclosures</b>
This information is not otherwise disclosed to third parties
<b>Retention Period</b>
We abide by Federal, State, and Local laws with the goal of limiting the retention period of personal information.
<b>Category of Personal Information:</b> Professional Information
<b>Examples</b>
Professional Information may contain the following: Employment history.
<b>Purpose(s) for Collection</b>
Government reporting and compliance.
<b>Targeted Advertising</b>
We do not engage in targeted advertising or disclose this information for targeted advertising purposes

<b>Sale</b>
This information is not sold to third parties
<b>Other Disclosures</b>
This information is not otherwise disclosed to third parties
<b>Retention Period</b>
We abide by Federal, State, and Local laws with the goal of limiting the retention period of personal information.
<b>Category of Personal Information: Educational Information</b>
<b>Examples</b>
Educational Information may contain the following: Grades.
<b>Purpose(s) for Collection</b>
Government reporting and compliance.
<b>Targeted Advertising</b>
We do not engage in targeted advertising or disclose this information for targeted advertising purposes
<b>Sale</b>
This information is not sold to third parties
<b>Other Disclosures</b>
This information is not otherwise disclosed to third parties

<b>Retention Period</b>
We abide by Federal, State, and Local laws with the goal of limiting the retention period of personal information.

### **Categories of Sensitive Personal Information**

The table below outlines the categories of Sensitive Personal Information Coherus BioSciences, Inc. collects about Employees, Contractors, and Applicants and whether they are disclosed to third parties.

We collect Sensitive Personal Information from the following sources:

- Directly from our Employees, Contractors, and Applicants

<b>Category of Sensitive Personal Information: Government ID Information</b>
<b>Examples</b>
Government ID Information may contain the following: HR Subjects' social security card, driver's license, state identification card or passport number.
<b>Purpose(s) for Collection</b>
Government reporting, compliance and payroll purposes.
<b>Targeted Advertising</b>
We do not engage in targeted advertising or disclose this information for targeted advertising purposes
<b>Sale</b>
This information is not sold to third parties
<b>Other Disclosures</b>
This information is not otherwise disclosed to third parties

<b>Retention Period</b>
We abide by Federal, State, and Local laws with the goal of limiting the period of retention of sensitive information.
<b>Category of Sensitive Personal Information: Sensitive Category Information</b>
<b>Examples</b>
Sensitive Category Information may contain the following: Racial, ethnic, citizenship information and immigration status.
<b>Purpose(s) for Collection</b>
Government reporting, compliance and payroll purposes.
<b>Targeted Advertising</b>
We do not engage in targeted advertising or disclose this information for targeted advertising purposes
<b>Sale</b>
This information is not sold to third parties
<b>Other Disclosures</b>
This information is not otherwise disclosed to third parties
<b>Retention Period</b>
We abide by Federal, State, and Local laws with the goal of limiting the period of retention of sensitive information.

Category of Sensitive Personal Information: Financial Information
<b>Examples</b>
Financial Information may contain the following: Bank account information.
<b>Purpose(s) for Collection</b>
Government reporting, compliance and payroll purposes.
<b>Targeted Advertising</b>
We do not engage in targeted advertising or disclose this information for targeted advertising purposes
<b>Sale</b>
This information is not sold to third parties
<b>Other Disclosures</b>
This information is not otherwise disclosed to third parties
<b>Retention Period</b>
We abide by Federal, State, and Local laws with the goal of limiting the period of retention of sensitive information.

**Use of Personal Information**

We use Personal Information for the purposes described above. Other examples of how we may use your Personal Information within Coherus BioSciences, Inc. include:

- Publishing Employees’ work contact information in an intra-company directory for other Employees to view.
- Disclosing applicants’ submitted Personal Information with our HR department and other employees to process applications.
- Creating profiles of contractors’ performance based on work product.

Personal Information may also be used or disclosed as otherwise permitted or required by applicable law.

## **Disclosing Personal Information**

We disclose Personal Information to the following categories of third parties:

- Processors (also referred to as “Service Providers” or “Contractors” in California law): We use processors to securely handle Personal Information on our behalf for our business purposes and only on our instructions. California privacy laws and our contracts with these companies prevent them from using your Personal Information for their own purposes.
- Other Employees, Contractors, and Applicants: Content you post on our systems may be displayed to other Employees, Contractors, and Applicants as appropriate.

See the tables above for more details about how different categories of Personal Information are disclosed.

We do not sell Personal Information to anyone. We do not share Personal Information for advertising purposes.

## **Exercising Your Personal Information Rights**

California Employees, Contractors, and Applicants have the following rights under California privacy laws:

- The right to know the Personal Information we have collected about them, including the categories of sources from which we collected the Personal Information, the purpose(s) for collecting, selling, or sharing your Personal Information, and the categories of third parties to whom we have disclosed your Personal Information
- The rights to correct, or delete Personal Information;
- The right to limit the use of Sensitive Personal Information in certain circumstances;
- The rights to opt out of targeted advertising, sales of Personal Information, or profiling; and
- The right not to receive discriminatory treatment for exercising their privacy rights.

If you are a California Employee, Contractor, or Applicant, you can submit a request to exercise your Personal Information rights under California privacy laws by visiting our online privacy request portal at <https://www.requesteasy.com/638f-6999> or calling our toll-free number at 1-888-728-0419.



To protect your privacy, we may need to authenticate your identity before we respond to your rights request. We will verify your identity by reviewing the information provided to us. We may request additional information to ensure we are interacting with the correct individual. We may ask you for additional information as part of this process, including any additional information that may be required by law before we may take action upon such a request. This additional information may vary depending on the nature of your request and/or the nature of the information about which your request relates. In some cases, we may also be required by law to obtain a signed declaration under penalty of perjury from you that you are the subject of the request being made. If we suspect fraudulent or malicious activity, we will delay taking action on your request until we can appropriately verify your identity and the request as authentic. If you do not complete the verification process, we may be unable to process your request. Any information you provide to authenticate your identity will only be used to process your rights request and not for any other purpose. Please be aware that we do not accept or process rights requests submitted through other means.

We will respond to your rights request within 45 days (or 15 days for requests to opt-out of the sale of Personal Information, requests to opt-out of targeted advertising, and requests to limit the use of Sensitive Personal information), though in certain cases we may inform you that we will need up to another 45 days to act on your request. If we suspect fraudulent or malicious activity on or from your account, we will delay taking action on your request until we can appropriately verify your identity and the request as authentic. Also note that each of the rights are subject to certain exceptions.

We reserve the right to decline to process, or charge a reasonable fee for, requests from a Employee, Contractor, or Applicant that are manifestly unfounded, excessive, or repetitive.

### **Notice of Right to Limit the Use of Sensitive Personal Information**

You have the right to limit some uses of Sensitive Personal Information. You may direct companies not to use Sensitive Personal Information except as necessary to provide goods or services you have requested or other exempt purposes.

However, we only use Sensitive Personal Information for purposes that are exempt from this right, such as to provide you with goods or services you have requested, to detect and prevent security incidents, or verifying the quality of our goods and services. The full list of these exempt purposes are specified in California Code of Regulations, Title 11, Section 7027(m).

### **Children's Data**

We do not knowingly sell or share for targeted advertising the Personal Information of California residents under 16 years of age.

We comply with the Children’s Online Privacy Protection Act (“COPPA”), in addition to California privacy law, with respect to any Personal Information we collect or use from children under the age of 13.

### **Authorized Agent Requests**

California privacy law allows you to designate an authorized agent to make a rights request on your behalf. Your authorized agent may submit such a request by following the same method described above. We may require verification of your authorized agent in addition to the information for verification above for Employees, Contractors, and Applicants and households.

### **Contact Us**

If you have any questions or concerns regarding this California HR Privacy Notice, contact us at [privacy@coherus.com](mailto:privacy@coherus.com).

Last updated: September 22, 2023