

# JOB APPLICANT PRIVACY POLICY

Effective date of last update: 19 April 2022

Click [here](#) to download or print a copy of this Privacy Policy.

## INTRODUCTION AND SCOPE

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BeiGene is committed to respecting and protecting the privacy of your personal information.

The **data controllers of your personal information** (i.e. the entities that determine how your personal information is used) under this Privacy Policy are:

- BeiGene, Ltd., for the purposes of managing this global BeiGene Career portal, and
- the BeiGene entity that you are applying to, the name of which will be provided to you as part of the job description or other information provided to you.

This Privacy Policy is directed at individuals who provide BeiGene, Ltd. and/or its subsidiary companies (“**BeiGene**”, “**we**”, “**us**”, “**our**”) with personal information, in order to seek BeiGene work opportunities (“**job applicants**”).

This Privacy Policy describes **how BeiGene uses the personal information** we collect about you **and how to exercise your rights**.

As you read this Privacy Policy, please keep in mind the following important information about how this Privacy Policy applies:

1. **This Privacy Policy contains specific sections that may not be applicable to you** because of where you are located or the type of personal information we maintain about you.
2. **This Privacy Policy may be complemented or supplanted by other privacy policies or information notices** that tell you how your personal information is used and disclosed in certain other contexts. To the extent that those policies or notices are provided, posted and/or referenced, that different privacy policy or notice, and not this one, will apply to the processing of your personal information.
3. Our websites, web portals, mobile applications or other digital services (together, our “**websites**”) may contain links to third-party websites that we do not operate, control or endorse. Once you leave our websites, we are not responsible for the protection and privacy of any information you provide. **We suggest reading the privacy policies of these third-party websites and if needed, contacting those websites directly for information about** their privacy practices.

## CATEGORIES OF PERSONAL INFORMATION PROCESSED BY BEIGENE

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In the past twelve (12) months, BeiGene may have collected and processed any of the following categories of personal information about you:

Categories	Examples	Recipients
<b>Identification information</b>	First name, last name, initials, date of birth, photographs, ID documents (e.g. identity card, driver’s license, passport), or language.	<ul style="list-style-type: none"> <li>• Companies of the BeiGene group;</li> <li>• BeiGene service providers;</li> <li>• BeiGene technology and security providers;</li> <li>• Administrative, regulatory or judiciary authorities;</li> <li>• Advisors; and</li> <li>• Other third parties.</li> </ul>
<b>Contact details</b>	Email address, postal address, or phone number	<ul style="list-style-type: none"> <li>• Companies of the BeiGene group;</li> <li>• BeiGene service providers;</li> <li>• BeiGene technology and security providers;</li> <li>• Administrative, regulatory or judiciary authorities;</li> <li>• Advisors; and</li> <li>• Other third parties.</li> </ul>
<b>Professional information and background checks</b>	<p>Job title, employment status, educational information, professional qualifications and licenses, work experience and professional networks, references, publications, awards and influence rankings, or other information you include in your resume/curriculum vitae and cover letter.</p> <p>To the extent permitted by applicable law, and if needed, subject to your authorization, we will conduct a background check which may include access to additional employment and educational background information, as well as, criminal record information.</p>	<ul style="list-style-type: none"> <li>• Companies of the BeiGene group;</li> <li>• BeiGene service providers;</li> <li>• BeiGene technology and security providers;</li> <li>• Administrative, regulatory or judiciary authorities;</li> <li>• Advisors; and</li> <li>• Other third parties.</li> </ul>
<b>Information related to your</b>	Date and subject of your requests or exchanges with BeiGene’s employees and other workers or consultants.	<ul style="list-style-type: none"> <li>• Companies of the BeiGene group;</li> <li>• BeiGene service providers;</li> </ul>

<p><b>exchanges with BeiGene</b></p>		<ul style="list-style-type: none"> <li>• BeiGene technology and security providers;</li> <li>• Administrative, regulatory or judiciary authorities;</li> <li>• Advisors; and</li> <li>• Other third parties.</li> </ul>
<p><b>Sensitive information</b></p>	<p>To the extent permitted or required by applicable law: demographic data including but not limited to race, national origin, disability and veteran status, for the purposes of equal opportunity compliance</p>	<ul style="list-style-type: none"> <li>• Companies of the BeiGene group;</li> <li>• BeiGene service providers;</li> <li>• BeiGene technology and security providers;</li> <li>• Administrative, regulatory or judiciary authorities;</li> <li>• Advisors; and</li> <li>• Other third parties.</li> </ul>
<p><b>Other</b></p>	<p>To the extent permitted by applicable law: information from your social media profile if you have a profile using a social media account, as well as any other personal information you voluntarily provide to us in connection with the application process.</p> <p>We may process information about the use of our networks, and our devices (use of BeiGene Wi-Fi and other devices to which you have access, information collected through security cameras if they exist in the premises you access...).</p>	<ul style="list-style-type: none"> <li>• Companies of the BeiGene group;</li> <li>• BeiGene service providers;</li> <li>• BeiGene technology and security providers;</li> <li>• Administrative, regulatory or judiciary authorities;</li> <li>• Advisors; and</li> <li>• Other third parties.</li> </ul>

The potential recipients are further described in the **SHARING YOUR PERSONAL INFORMATION** section of this Policy.

Certain information (such as, if applicable, your payment-related information, government-issued identification) **may be considered sensitive personal information** under applicable laws. We will:

- take appropriate measures to protect and process your sensitive personal information; and
- provide notices and/or obtain your explicit consent for processing your sensitive personal information where required by applicable laws.

Furthermore, **our websites automatically collect the following information through cookies and other data collection technologies:**

Categories	Examples	Purposes	Recipients
<p><b>Internet or other electronic network activity information</b></p>	<p>IP address, device type, browser type, language, browsing history, information about your interaction with our websites and their services</p>	<p>This information is necessary for the proper functioning of our websites and their services, as well as internal business analytics purposes such as audience measurement.</p> <p>For more information on the cookies and other data collection technologies, please read the <b>Cookies Policy</b> applicable to the website you are accessing.</p>	<ul style="list-style-type: none"> <li>• Companies of the BeiGene group;</li> <li>• BeiGene service providers;</li> <li>• BeiGene technology and security providers;</li> <li>• Administrative, regulatory or judiciary authorities;</li> <li>• Advisors; and</li> <li>• Other third parties.</li> </ul>

**The provision of certain types of personal information may be necessary or optional.** Mandatory information will be marked as such at the moment of collection of your personal information. **If you refuse to provide the mandatory information, BeiGene may not be able to process your request.**

### **SOURCES OF INFORMATION**

In most cases, we collect your personal information **directly from you**, such as when you contact us via phone or in person, complete a form or survey, provide services, register for an account or request to receive marketing materials and information.

Sometimes, we may also obtain personal information about you **from authorized third-party sources** who you direct or authorize to share information with us, such as your employer, other references or other authorized representatives or affiliated organizations.

In addition, if you use our websites, we may collect information from your computer or other device through our use of cookies and other data collection technologies. For more information on cookies and other data collection technologies, please read the Cookies Policy applicable to the website you are accessing.

## WHY WE PROCESS YOUR PERSONAL INFORMATION

The ways we process your personal information depend on why we collected it. Depending on your relationship and/or interactions with BeiGene, as well as, applicable laws and our own procedures & requirements, BeiGene may process your personal information for the following reasons:

Purposes	Examples of use of your personal data	Legal bases
<b>Managing your job application</b>	<ul style="list-style-type: none"> <li>to examine your job application</li> <li>to contact you</li> <li>to organize an interview</li> <li>in the event of an employment offer accepted by you, to manage the new-hire process and create the employee file in our HR system</li> </ul>	<b>To take steps prior to entering into a contract</b>
<b>Pre-employment screening and background checks</b>	<ul style="list-style-type: none"> <li>to check your background, references and other information you gave us during the recruitment process, which may include access to additional employment and educational background information as well as criminal record information (to the extent allowed by law)</li> <li>to prepare an offer of employment and other documents we use at this pre-contract stage of our recruitment process</li> </ul>	<b>To take steps prior to entering into a contract</b>
<b>Including you in BeiGene's talent pool</b>	<ul style="list-style-type: none"> <li>to identify candidates, including by working with external recruiters</li> <li>to consider you for current or future opportunities within BeiGene</li> <li>to let you know about opportunities or to ask you to update your profile</li> </ul>	<b>Legitimate interest of BeiGene in feeding its talent pool</b>
<b>Improving our recruitment process and websites</b>	<ul style="list-style-type: none"> <li>to evaluate and improve our recruitment process and websites, as well as the effectiveness of our job postings</li> <li>to take steps designed to protect and enhance the security of the websites</li> </ul>	<b>Legitimate interest of BeiGene to improve its websites and recruitment process</b>

<p><b>Pre-litigation or litigation management</b></p>	<ul style="list-style-type: none"> <li>• to take action against any identified breach</li> <li>• to manage any dispute or litigation</li> </ul>	<p><b>Legitimate interest</b> of BeiGene in defending its rights and interests</p>
<p><b>Compliance with legal and regulatory obligations</b></p>	<ul style="list-style-type: none"> <li>• to comply with legal and regulatory obligations</li> <li>• to process your requests to exercise your rights</li> </ul>	<p><b>Legal and regulatory obligations</b> to which BeiGene is subject</p>
<p><b>Other</b></p>	<ul style="list-style-type: none"> <li>• for other business purposes such as payment processing and accounting, product development, safeguarding BeiGene property, contract management, archiving, website administration, fulfillment, analytics, fraud prevention and corporate governance, the potential sale or merger of some or all of the company, reporting and legal compliance, or as necessary to defend against potential legal claims.</li> </ul>	<p><b>Legitimate interest</b> of BeiGene or <b>legal and regulatory obligations</b> to which BeiGene is subject</p>

We do not undertake decisions based solely on automated processing of your information, including profiling, unless we inform you as required by applicable laws.

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## SHARING YOUR PERSONAL INFORMATION

We may share your personal information within BeiGene and with third parties with whom we have contracted or as otherwise permitted by applicable law. The type of information we share, our purposes for sharing it and the contractual measures we implement depends on the role of the third party. We do not, however, sell the personal information that we collect.

Recipients	Purposes
<p><b>Companies of the BeiGene group</b> (BeiGene, Ltd. and/or its subsidiary companies) <b>and its duly authorized employees</b> (recruiting/HR departments, department and roles responsible for evaluating</p>	<p>For the purposes set forth in this Privacy Policy, including the global recruiting process, depending on the identity and location of the evaluators and of the recruiting entity, as well as the administrative, operational and</p>

and/or managing the position for which you are applying, IT department...)	technical purposes in the context of BeiGene worldwide activities
<b>BeiGene service providers</b> (external recruiters, background checks providers, etc.)	For assisting BeiGene in administrative, operational and/or technical purposes in the context of BeiGene business activities
<b>BeiGene technology and security providers</b> (hosting provider, IT service providers, etc.)	For assisting BeiGene in administrative, operational and/or technical purposes in the context of BeiGene business activities
<b>Administrative, regulatory or judiciary authorities or agencies and other third parties</b>	Exclusively to comply with any legal or regulatory obligation and/or in the cases of an express and justified request or in case of an alleged violation of legal or regulatory provisions
<b>Advisors (such as outside auditors, attorneys and similar parties)</b>	Exclusively in the case of the management of possible disputes and other legal matters where appropriate
<b>Other third parties</b>	Following or during a restructuring, acquisition, debt financing, merger, transfer, sale of assets of BeiGene or a similar transaction, as well as in case of insolvency, bankruptcy or receivership where personal data are transferred to one or more third parties as assets of BeiGene, subject to your information and/or consent, if applicable.

## HOW LONG WE RETAIN YOUR PERSONAL INFORMATION

We retain your personal information for **as long as it is necessary** for the purposes set out in this Privacy Policy, unless required by our legal obligations to retain it for longer. To determine the appropriate retention period for information, we consider the amount, nature and sensitivity of information, the potential risk of harm from unauthorized use or disclosure of the information, the purposes for which we process the information, whether we can achieve those purposes through other means and all applicable global legal, regulatory, and compliance requirements.

In particular, the information collected *via* the job application process is retained for use in future searches and applications and for use if you are recruited or if you integrate BeiGene’s pool talent. If you want your information deleted, please reach out to BeiGene at [privacy@beigene.com](mailto:privacy@beigene.com). We will keep a record of your unsubscribe request, if any, for as long as is necessary to comply with that request. We may also retain certain job application information if required to do so by applicable law or to defend or prosecute our legal rights.

In addition to this, BeiGene will keep your personal information during:

- **the statute of limitation**, if needed for **evidence purposes**;
- **the applicable legal retention periods**, in particular regarding commercial, compliance and regulatory matters, or any other mandatory retention period (such as legal hold or investigation).

## WHERE WE PROCESS YOUR INFORMATION AND HOW WE PROTECT IT

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**BeiGene operates in many countries around the world** and your personal information may be accessible to or shared with our affiliates, service providers, partners, collaborators and regulators in various countries for the purposes specified in this Privacy Policy. The laws in certain countries may not provide the same level of protection as the laws in your country or region. When that is the case and as required by applicable laws, we take steps to protect your transferred information, such as entering into contracts with recipients of your information or implementing additional data safeguards.

While we have established reasonable physical, electronic and managerial procedures to protect your personal information from unauthorized access and disclosure, we cannot guarantee its absolute security. You should take special care in deciding what information you transmit, upload, send or otherwise submit to us.

## YOUR CHOICES AND RIGHTS

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You may choose not to provide your personal information to us; however, in doing so, you may not be able to continue your relationship or interactions with us or use certain services.

Under certain laws such as GDPR, California Consumer Privacy Act of 2018 (CCPA), California Privacy Rights Act of 2020 (CPRA) or China's Cybersecurity Law (including its implementing regulations and national standards), you may have the following rights with respect to your personal information:

- *Your right of access.* You may have the right to ask us to provide clear, transparent and understandable information on how we process your personal information, as well as for copies of your personal information. There are some exemptions, which means you may not always receive all the information we process.
- *Your right to rectification.* You may have the right to ask us to rectify information you think is obsolete or inaccurate and the right to ask us to complete information you think is incomplete.
- *Your right to deletion of your personal information.* You may have the right to ask us to delete your personal information in certain circumstances.

- *Your right to restriction of processing.* You may have the right to ask us to restrict the processing of your personal information, during a limited period of time, in certain circumstances.
- *Your right to object to processing.* You may have the right to object to processing, in which case, BeiGene will no longer process your personal information unless BeiGene demonstrates compelling legitimate grounds for the processing which override your interests, rights and freedoms, such as compliance with a legal obligation or for the establishment, exercise or defense of legal claims.
- *Your right to data portability.* You may have the right to ask that we transfer the information you gave us from one organization to another, or give it to you.
- *Right to withdraw your consent.* If we process your personal information based on your consent, you have the right to withdraw your consent, without this withdrawal affecting the lawfulness of the processing operations previously carried out.
- *Right to close your account.* If you receive our services through online accounts, you have the right to close your accounts. We will then delete or anonymize your personal information associated with your accounts, unless otherwise permitted under applicable laws.

Depending on your country of residence and the country where the BeiGene entity processing your personal information is established, you may have additional local rights with respect to our processing of your personal information. Please note that some of the personal information that we collect, use and disclose may be exempt from the rights outlined above.

You can submit your request by sending us an email at [privacy@beigene.com](mailto:privacy@beigene.com).

We will respond to your requests within the time period prescribed by applicable laws. Under certain circumstances, BeiGene may ask you for specific information to confirm your identity and ensure the exercise of your rights. This is a security measure to safeguard personal information. We will notify you when your request is completed, if we deny your request to exercise your rights (because, for example, an exception applies), or if there is a fee associated with processing your request.

You may designate an authorized agent to exercise your rights on your behalf. In such case, we will also need to verify your agent's identity and obtain proof of your authorization. We may need to deny a request from an agent whose identity or authorization we cannot verify.

If you believe that BeiGene has processed information in a manner that is unlawful or breaches your rights, or has infringed applicable laws, you may have the right to complain directly to your local data protection authority. Without limiting any rights to complain directly to an authority, we are committed to protecting personal information, and complaints may be made directly to us.

We will not discriminate against you for exercising any data subject right you have under applicable law.

## STATE SPECIFIC PRIVACY NOTICES

### GENERAL CALIFORNIA PRIVACY NOTICE

If you are a California resident and a prospective employee of BeiGene. The information we collect about you in these circumstances is exempt from the consumer rights that are described in the [YOUR CHOICES AND RIGHTS](#) Section of this Policy.

When you are a prospective employee of BeiGene, we may collect, use and share the following information from you:

Category	Examples	Categories of Third Parties with Whom We Share
Personal Identifiers	First name, last name, initials, email address, employer, postal address, telephone number, social security number, health insurance policy number, internet protocol (IP) address, date of birth, gender and other similar identifiers	<ul style="list-style-type: none"> <li>• Companies of the BeiGene group</li> <li>• BeiGene service providers;</li> <li>• BeiGene technology and security providers;</li> <li>• Administrative, regulatory or judiciary authorities;</li> <li>• Advisors; and</li> <li>• Other third parties</li> </ul>
Personal Information Categories Listed in the California Customer Record Statute (CAL.CIV.CODE§1798.80 (e))	Name, signature, address, telephone number, social security number, insurance policy number, physical characteristics or description, education, employment, employment history, bank account number or any other financial information, health or medical information and health insurance information (Note that some personal information in this category may overlap with other categories.)	<ul style="list-style-type: none"> <li>• Companies of the BeiGene group</li> <li>• BeiGene service providers;</li> <li>• BeiGene technology and security providers;</li> <li>• Administrative, regulatory or judiciary authorities;</li> <li>• Advisors; and</li> <li>• Other third parties</li> </ul>
Characteristics of Protected Classifications Under	Race, age, medical condition, sex and gender	<ul style="list-style-type: none"> <li>• Companies of the BeiGene group</li> <li>• BeiGene service providers;</li> </ul>

California or Federal Law (non-exclusive list)		<ul style="list-style-type: none"> <li>• BeiGene technology and security providers;</li> <li>• Administrative, regulatory or judiciary authorities;</li> <li>• Advisors; and</li> <li>• Other third parties</li> </ul>
Internet or Electronic Data	Browsing history, search history and information regarding your interaction with an internet Web site, application or advertisement. Other information as necessary for security and fraud prevention	<ul style="list-style-type: none"> <li>• BeiGene service providers;</li> <li>• BeiGene technology and security providers;</li> <li>• Administrative, regulatory or judiciary authorities;</li> <li>• Advisors; and</li> <li>• Other third parties</li> </ul>
Professional Related Data	Work history and current and prior employer (Job title, employment status, educational information, professional qualifications and licenses, work experience and professional networks, references, publications, awards and influence rankings, or other information you include in your resume and cover letter, and potentially, background check information which may include access to additional employment and educational background information as well as criminal record information)	<ul style="list-style-type: none"> <li>• Companies of the BeiGene group</li> <li>• BeiGene service providers;</li> <li>• BeiGene technology and security providers;</li> <li>• Administrative, regulatory or judiciary authorities;</li> <li>• Advisors; and</li> <li>• Other third parties</li> </ul>
Education-Related Data	Schools and dates of graduation	<ul style="list-style-type: none"> <li>• Companies of the BeiGene group</li> <li>• BeiGene service providers, as well as technology security providers</li> <li>• Administrative, regulatory or judiciary authorities or agencies and other third parties</li> <li>• Advisors and other third parties</li> </ul>

We collect and share this information for a number of purposes including: managing your job application, conducting pre-employment screening and background checks, fulfilling our legal obligations, improving our recruiting process and website, and for our everyday business purposes such as processing payroll, safeguarding BeiGene property and defending against fraud. We may also use your personal information in the event of a sale or transaction including some or all of BeiGene's assets.

## **We do not sell personal data of California job applicants.**

If you have questions about this summary, you can contact [privacy@beigene.com](mailto:privacy@beigene.com).

### **ADDITIONAL INFORMATION FOR INDIVIDUALS IN THE EUROPEAN Union/EUROPEAN ECONOMIC AREA, UNITED KINGDOM, OR SWITZERLAND**

We are required to comply with the European Union's and the United Kingdom's General Data Protection Regulations ("GDPR"), Switzerland's Federal Act on Data Protection (FADP) and similar applicable local laws with regards to certain personal information we collect. The data controllers of your personal information are the BeiGene entities referenced when we collect your personal information. Please contact us if you have any questions about the controller or controllers of your personal information.

#### **Sensitive data**

We process special categories of information (e.g., sensitive information that reveals racial or ethnic origin or genetic, biometric and health information) only where you give us your explicit consent, or when our processing is for scientific research purposes, necessary to meet a legal or regulatory obligation, in connection with the establishment, exercise or defense of legal claims, or is otherwise expressly permitted by law.

If we need to collect your personal information by law or under the terms of a contract we have with you and you do not provide the requested information, we may not be able to perform the contract we have, or are trying to enter into, with you.

#### **Data transfers**

BeiGene is a multi-national company with offices in the United States, China, Switzerland, Australia and elsewhere. As such, BeiGene may transfer or provide access to your personal information to affiliates, service providers or collaborators in these countries and others that do not provide the same level of protection as your own country. When we do so, in the absence of an adequacy decision concerning the recipient country, we rely on safeguards such as approved model contracts (for example the EU's standard contractual clauses or the UK's international data transfer agreement), after having carried out an assessment of the level of protection of your rights on the territory of the third country where the recipient of your personal information is established. For more information about BeiGene's use of the model contracts, please contact us.

#### **Your rights**

Rights you may have under the GDPR with regards to the personal information we collect and maintain about you are described in the section **YOUR CHOICES AND RIGHTS**. Under the GDPR, the exercise of these rights may be limited or delayed dependent upon the legal basis for processing the data, for example:

Legal Basis	Access	Rectification	Erasure	Restriction	Information portability	Objection
Consent	Yes	Yes	Yes	Yes	Yes	Withdrawal of consent
Steps prior to entering into a contract			Yes		No	
Contract			Yes		No	
Legitimate business interest			Yes		Yes	
Legal obligation			No		No	

## OUR COOKIE POLICY

Cookies, pixel tags, and other trackers (hereinafter “**Cookies**”) are small files that allow for storing or retrieving information on your browser or your device (computer, tablet, mobile, etc.) when visiting online services. Cookies are widely used by websites, mobile applications, software or emails. When you first visit our websites and again if you delete the Cookies or the Cookies expire or change, you will be asked which Cookies you consent to.

Cookies do not recognize you personally, but rather the device you use. Cookies simply give information about your browsing activities in order to recognize the device later on in order to improve the browsing experience, save your preferences or even adapt the services offered to you on the Websites. To find out more about cookies, including how to see what cookies have been set, visit [www.aboutcookies.org](http://www.aboutcookies.org) or [www.allaboutcookies.org](http://www.allaboutcookies.org)

We may use the following types of cookies on our websites:

- Necessary Cookies, which enable the proper functioning of the Websites (security, facilitate browsing, display of the webpages...). You may disable these by changing your browser settings as described below. If you do so, you will still be able to navigate the Websites, but some of the Websites’ functions will be affected;
- Analytics Cookies, which are used to collect information about how visitors use our websites to improve the Websites by collecting information on how you interact with the Websites;

- The cookies collect information in a way that does not directly identify anyone, rather they collect information in an aggregated or generalized statistical form, including the number of visitors to the website and blog, where visitors have come to the website from and the pages they visited.
- One of the analytic cookies we use is Google Analytics. Google's overview of privacy practices and data safeguards is available at: <https://support.google.com/analytics/answer/6004245>. To opt out of being tracked by Google Analytics across all websites, visit <http://tools.google.com/dlpage/gaoptout>.
- Social Media Cookies, which enable you to interact with social plugins on the Websites and share content on social networks; and
- Advertising Cookies, which enable the placement of advertisements, to measure their effectiveness and to adapt their content to your browsing and your profile.

Most web browsers allow some control of most cookies through the browser settings. For example, there are simple procedures in most browsers that allow you to delete existing cookies. If you want to set your computer or mobile web browser to reject all cookies by default, please visit the home page for your browser for instructions. If you reject all Cookies, you may still use our Websites; however, this may affect the functionality of some areas of our Websites.

In addition, your Internet Protocol (IP) address (an identifying number that is automatically assigned to your computer by your Internet Service Provider) is identified and logged automatically in our server log files whenever you visit the Site, along with the time(s) of your visit(s) and the page(s) that you visited. We use the IP addresses of all visitors to the Site to calculate Site usage levels, to help diagnose problems with the Site servers, and to administer the Sites. We may also use IP addresses to communicate with or block access by visitors who fail to comply with our Terms of Use.

We do not track our website users over time or across third party websites to provide targeted advertising. At this time, we do not respond to “Do Not Track” signals from your web browser due to the lack of an established industry standard. For more information about “Do Not Track” signals, please visit <https://allaboutdnt.com/>.

## **CONTACTING US**

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You may contact us at any time if you have questions or concerns about this Privacy Policy or our practices. Please send an email to [privacy@beigene.com](mailto:privacy@beigene.com).

We will endeavor to respond to your request as soon as reasonably possible in compliance with applicable laws.

To protect your privacy and security, we take reasonable steps to verify your identity before granting access or making corrections. Note that despite any requested removal of or change to your information there may be residual information that will remain within our databases and other records.

We strive to accommodate all individuals regardless of disabilities. If you need to receive the information contained in this document in a different format, please contact us at [privacy@beigene.com](mailto:privacy@beigene.com).

#### **CHANGES TO THIS PRIVACY POLICY**

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We aim to regularly update this Privacy Policy to reflect our practices. Therefore, **we recommend you to periodically review this Privacy Policy**. In case of material changes, we may take steps to notify you before they become effective.