

Exagen ESG Committee Charter

1. PRINCIPLE

- 1.1. The Environmental Social and Corporate Governance Committee (“ESG Committee” or “Committee”) of Exagen Inc. (“Company”) is created and controlled by the Company’s Chief Executive Officer (“CEO”), who is responsible for approving all members. The ESG Committee exists in absentia of an ESG Officer employee. The ESG Committee is comprised of the Environmental Social and Corporate Governance Officer (“ESG Officer”), a senior investor relations person, the director of the legal department, a director-level representative of the Company’s clinical laboratory, and an SEC reporting specialist. The ESG Committee is responsible for implementing and overseeing a Company-wide Environmental Social and Corporate Governance Plan (“ESG Plan”), for assessing the Company’s social and environmental initiatives, governance transparency, and addressing environmental, social and corporate governance (“ESG”) concerns brought to its attention from internal or external sources.
 - 1.1.1. It is the duty of the ESG Committee to inform and structure the efforts of the ESG Officer.
 - 1.1.2. It is the duty of the ESG Officer to recommend ESG initiatives to the Company’s CEO.
 - 1.1.3. The ESG Committee shall convene, at the behest of the ESG Officer if needed to assess and/or address Company ESG concerns and any actions recommended by the ESG Officer.
 - 1.1.4. Any ESG complaints or problems that are received from outside the Company will be referred to the ESG Committee for review.
 - 1.1.5. Any changes to ESG Committee members, and all recommendations agreed upon by the ESG Committee must be submitted to the CEO for approval.
- 1.2. The ESG Committee may appoint or engage the services of such other advisors as the Committee deems appropriate, including the human resources manager, as well as external counsel and other personnel for technical advice.
- 1.3. Working with counsel, as appropriate, the Committee will review and keep current with all applicable regulations, procedures and recommendations relevant to the ESG Plan.
- 1.4. The ESG Committee will conduct or authorize periodic reviews or evaluations to ensure the accuracy of ESG data published on the Company website, in Securities and Exchange Committee (“SEC”) disclosures, press releases, and other external messaging.

- 1.5. The ESG Committee will have responsibility over all ESG controlling documents, including the Company's ESG Report. The ESG Committee will curate, update and disseminate the ESG controlling documents as appropriate.

2. PROCEDURES

- 2.1. The ESG Committee will attempt to meet quarterly, but no less than one (1) time per calendar year. ESG Committee meetings will be scheduled towards the middle of each calendar quarter.
- 2.2. Sitting committee members may take part personally, or through a qualified representative of their choosing.
- 2.3. The ESG Officer or their delegate will chair the Committee meetings, unless otherwise agreed.
- 2.4. The meeting agenda and any appropriate pre-read materials will be distributed at least 3 business days prior to the meeting by the ESG Officer or by his or her designated representative.
- 2.5. The director of the legal department will take meeting minutes and will store those minutes appropriately.
- 2.6. Each Committee member will review the agenda prior to the meeting and will come to the meeting prepared to advise and help carry out the Committee's duties as indicated herein.
- 2.7. If a simple majority of three or more members is not present (in person or via teleconference or videoconference), the chairperson will decide to either postpone the meeting or hold the meeting for informational purposes only (that is, any actions requiring a vote of the Committee members will not take place).
- 2.8. At the beginning of each Committee meeting, the ESG Officer or their designated representative will take attendance and review the agenda and any follow-up issues from prior meetings.
- 2.9. The ESG Committee will review the ESG initiatives begun since the previous meeting. As a part of the review of ESG actions, the Committee will review, as appropriate, whether existing ESG initiatives were adequate and may propose recommending modifications to existing ESG initiatives, as appropriate.
- 2.10. The ESG Committee will review data, summarize issues, and make recommendations, as appropriate, pertaining to validation matters.

- 2.11. The ESG Committee will review the status of the internal ESG Plan and any other matters it deems appropriate.
- 2.12. The ESG Committee will prepare a summary report for the benefit of the CEO containing the recommendations of the Committee.
- 2.13. At the end of the meeting, the ESG Committee will review any follow-up items for discussion at subsequent meetings and set the date and time and location of the next meeting (subject to subsequent confirmation).
- 2.14. Minutes of each meeting will be distributed to the Committee members within two weeks following the meeting.
- 2.15. The meeting minutes will be stored on the Company’s internal shared folder system.

3. RESPONSIBILITES

- 3.1. On a periodic basis (typically once per year), the ESG Committee will review:
 - 3.1.1. the ESG controlling documents
 - 3.1.2. the ESG Plan, and its policies and procedures, and may propose changes to them, as it may deem appropriate
 - 3.1.3. the Company’s Sustainability and/or ESG Report
 - 3.1.4. the Company’s SEC disclosures relevant to ESG matters

Version	Author	Effective Date
1.0	Iñaki Irigoyen	2/4/22
1.1	Iñaki Irigoyen	5/3/23

Approval	Signature	Date
John Aballi President & CEO		5/3/23