# AURINIA PHARMACEUTICALS INC. PRESIDENT AND CHIEF EXECUTIVE OFFICER POSITION DESCRIPTION

(Approved December 14, 2023)

# AURINIA PHARMACEUTICALS INC.

## PRESIDENT AND CHIEF EXECUTIVE OFFICER POSITION DESCRIPTION

The President and Chief Executive Officer ("CEO") of Aurinia Pharmaceuticals Inc. (the "Company") has the responsibilities and specific duties described below.

## **Appointment**

The CEO will be appointed by the board of directors of the Company (the "Board") in accordance with the CEO's employment agreement (the "Employment Agreement") and will have the competencies and skills recommended by the Compensation Committee and as agreed to by the Board.

## Responsibility

In accordance with the Employment Agreement, the CEO shall provide effective leadership and vision for the Company to grow value responsibly, in a profitable and sustainable manner. The CEO sets the "tone" for management to foster ethical and responsible decision-making, appropriate management and corporate governance practices.

# **Specific Duties**

The CEO will:

# Leadership

- 1. provide leadership and vision to manage the Company in the best interests of the Company (taking into consideration the interests of its stakeholders, including its shareholders);
- 2. provide leadership in setting the strategic plan and annual operating plan of the Company, in conjunction with the Board;
- 3. lead the growth of the Company's businesses in a profitable and sustainable manner through resourceful people, capitalizing on superior assets and innovation and operating in a socially responsible manner;

## **Community**

- 4. be a community leader and ensure the Company contributes to the well-being and improvement of the communities in which it operates;
- 5. serve as the external spokesperson and principal liaison for the Company, including effectively managing relations with the Company's external stakeholders, such as shareholders, the communities in which the Company operates, customers, creditors, suppliers, the media, governments, non-government organizations and the public generally;
- 6. be responsible for communicating the Company's strategy and business plan to external stakeholders;

# **Corporate Social Responsibility, Ethics and Integrity**

- 7. provide leadership to management in support of the Company's commitment to corporate social responsibility;
- 8. foster ethical and responsible decision-making by management;
- 9. set the ethical tone for the Company and its management, including (i) overseeing the administration and implementation of, and compliance with, the Company's policies and procedures; (ii) take all reasonable steps to satisfy the Board as to the integrity of the CEO and other senior officers; and (iii) take all reasonable steps to satisfy the Board that the CEO and other senior officers create a culture of integrity throughout the organization;

#### Governance

- 10. communicate in a timely fashion with the Board on material matters affecting the Company;
- 11. communicate regularly with the Chairman or Lead Director of the Board and other directors to ensure that these responsibilities are being fully complied with and that directors are being provided with the information necessary to fulfill their responsibilities and statutory obligations;
- 12. assist the Governance & Nomination Committee in developing the Board, Board Committees and other mandates;
- 13. assist the Governance & Nomination Committee in developing an orientation program for new directors and a continuing education program for such directors;

## **Disclosure**

14. with the Board, the Chief Financial Officer, and other members of management, as needed, ensure appropriate and timely disclosure of material information;

# **Strategic Planning**

- 15. in consultation with the Chairman or Lead Director of the Board, ensure the development of a strategic plan for the Company to maximize shareholder value and recommend it to the Board for review and, in the Board's discretion, approval;
- 16. in consultation with the Chairman or Lead Director of the Board, ensure the implementation of the strategic plan and report to the Board in a timely manner on deviations from the strategic plan or any parameters established by the Board;

## **Business Management**

- 17. provide general supervision and management of the day-to-day affairs of the Company within the guidelines established by the Board, consistent with decisions requiring prior approval of the Board and the Board's expectations of management;
- 18. ensure the development of an annual operating plan including business plans, operational requirements, organizational structure, staffing and budgets that support the strategic plan and recommend the annual operating plan to the Board for review and, in the Board's discretion, approval;

- 19. ensure the implementation of the annual operating plan and direct and monitor the activities and resources of the Company, consistent with the strategic direction, financial limits and operating objectives approved by the Board;
- 20. approve commitments within the limits of delegated approval authorities;

# **Risk Management**

- 21. provide the Board with assurance that the proper systems are in place to identify and manage business risks and that such risks are acceptable to the Company;
- 22. ensure the accuracy, completeness, integrity and appropriate disclosure of the Company's financial statements and other financial information through appropriate policies and procedures;
- 23. establish and maintain the Company's disclosure controls and procedures through appropriate policies and procedures;
- 24. establish and maintain the Company's internal controls over financial reporting through appropriate policies and procedures;
- 25. ensure that the Company has complied with all regulatory requirements for the Company's financial information, reporting, disclosure requirements and internal controls over financial reporting;
- 26. provide required regulatory certifications regarding the Company and its activities;
- 27. ensure appropriate policies and procedures of the Company are developed, maintained and disclosed;
- 28. provide the Company's Corporate Disclosure Policy to the Board for review, and in the Board's discretion, approval;

## **Organizational Effectiveness / Succession**

- 29. develop a strong organization with the right people in the right positions;
- 30. with the Compensation Committee and the Board, ensure that the Company has an effective senior management team below the level of the CEO, that the Board has regular exposure to senior management team members, and that there exists an effective plan of succession and development for the CEO and senior management;
- 31. recommend appointments to senior management, monitor performance of senior management and provide feedback and training as appropriate;

#### **CEO Performance**

- 32. with the Compensation Committee and the Board, participate in reviewing the CEO's Position Description;
- 33. with the Compensation Committee and the Board, participate in developing the CEO's annual accountabilities consisting of personal and corporate goals and objectives aligned with the

- Company's strategic plan and annual operating plan, as well as indicators to measure the CEO's performance, and present them to the Board for review, and in the Board's discretion, approval;
- 34. ensure that an annual evaluation of the CEO's performance is conducted by the Compensation Committee and the Board;

# Legal

35. use best efforts to ensure that the Company is in compliance with all regulatory and exchange requirements; and

# Other

36. carry out any other appropriate duties and responsibilities assigned by the Board and pursuant to the Employment Agreement.