# DISCLOSURE COMMITTEE (THE "COMMITTEE")

## **TERMS OF REFERENCE**

The Committee Terms of Reference have been approved and adopted by the Nomination and Governance Committee of Hikma Pharmaceuticals PLC (the "Company") on 24 April 2024.

## 1. Membership

Members	Executive Chairman Chief Executive Officer Senior Independent Director
In attendance	Chief Financial Officer EVP, Strategic Planning and Global Affairs Company Secretary Other Board Members will attend if invited by the Committee. Representatives (as required) from the Company's: external auditors external legal advisers; and brokers.
Secretary	Company Secretary

Additional members of the Committee may be appointed and existing members removed by the Committee.

# 2. Purpose

The Company is required by, among other things, the Listing Rules and the Market Abuse Regulation to make timely and accurate disclosure to the stock market of certain information, including inside information.

The Company is also required to maintain an insider list, being a list of those persons working for the Company with access to inside information concerning the Company.

The Committee is constituted to assist the Company to meet such requirements. The Committee has responsibility for, among other things, determining on a timely basis when and how such information should be disclosed, and assisting in the design, implementation and periodic evaluation of disclosure controls and procedures. The Committee also has responsibility for the identification of inside information for the purpose of maintaining the Company's insider list. This requirement is in addition to the procedures set out in the Company's Insider List Memorandum.

### 3. Duties

The Committee has been established to:

- (A) assist in the design, implementation and evaluation of disclosure controls and procedures;
- (B) monitor compliance with the Company's disclosure controls and procedures;
- (C) resolve questions about whether information should be disclosed;
- (D) consider whether the conditions for delaying disclosure of inside information are satisfied and, where appropriate, implement and monitor the delay procedure;
- (E) alert the Company Secretary to the existence of inside information so that the Company's insider list can be amended appropriately;
- (F) generally review and advise on the scope and content of disclosure (including any selective disclosure);
- (G) review any announcements dealing with significant developments in the Company's business and ensure their accuracy; and
- (H) consider generally the requirement for announcements (including holding announcements), including in the following circumstances: (a) interim steps in a protracted process (e.g., a project); (b) a change in circumstances during the period when disclosure of inside information is delayed; (c) rumours relating to the Company; and (d) there is a leak of inside information.

The Committee is also responsible for ensuring that an appropriate verification process is established in relation to all announcements which it approves for release by the Company.

## 4. Organisation and Procedures

#### Quorum

The general quorum for a meeting of the Committee is any two members, one of whom should include either the Executive Chair or the Senior Independent Director; and, either the Chief Executive Officer or the Chief Financial Officer.

The Committee members present at a Committee meeting will elect one member to chair the meeting.

## **Operating Procedures**

The Committee will meet (including by telephone or video conference) at such times as shall be necessary or appropriate, as determined by the Chair of the Committee, the Chief Executive Officer or the Chief Financial Officer and will follow the operating

procedures as set out in Part 3 of the Company's manual on Procedures, Systems and Controls for Compliance with the Listing Rules and Disclosure Requirements.

Meetings of the Committee may be called by any member of the Committee.

A decision of the Committee (including any decision to approve an announcement) must be approved by a majority of the Committee's members present at a quorate meeting. The Chair will not have a casting vote.

The Chair will ensure that minutes of the matters considered and decisions taken at all Committee meetings, including the names of those present and in attendance, are kept and circulated to all Committee members.

#### **External Advice**

The Committee is authorised to take external professional advice as necessary and in particular from the Company's, legal advisers, brokers, external auditors and other advisers.

In particular, the Committee will consult with the Company's corporate brokers and legal advisers when appropriate to assess whether information may constitute inside information and, if so, the nature and scope of any disclosure obligation as well as the basis on which any disclosure can be delayed. The Committee will ensure that a summary of any such advice is recorded and circulated to all Committee members.

#### Access to Company records and personnel

The Committee will be given full access, as appropriate and necessary, to the Company's books, records and personnel for the purpose of discharging its responsibilities.

#### Authority

The Committee will operate under the authority of the Delegated Authority and Matters Reserved to the Board.

The Committee is authorised to approve ad hoc announcements for immediate release.

However, nothing in these terms of reference will preclude the Board from assuming any of the Committee's duties or responsibilities. In certain circumstances, it may be more appropriate for the Board, rather than the Committee, to assess whether information of which it becomes aware may potentially constitute inside information and to determine the arrangements that are required to be implemented in order to ensure the control of such inside information.

Confidential

## Reporting

The Committee will be responsible for keeping the Board apprised of material developments in connection with the identification, treatment and disclosure of inside information.

The Committee will make whatever recommendations to the Board that it deems appropriate on any area within the Committee's remit where action or improvement is needed.

#### Review

The Committee will review these terms of reference and its operating procedures as required in response to any changes in regulation, regulatory guidance and developing best practice and report any proposed changes to the Company's existing processes to the Board in response to such developments and events.