

**KODIAK SCIENCES INC.**  
**AUDIT COMMITTEE CHARTER**

**PURPOSE**

The primary purpose of the Audit Committee (the “**Committee**”) is to assist the Board of Directors (the “**Board**”) of Kodiak Sciences Inc. (the “**Company**”) in fulfilling its responsibilities for generally overseeing:

- the Company’s accounting and financial reporting processes and internal control over financial reporting, as well as the audit and integrity of the Company’s financial statements;
- the qualifications, independence and performance of the Company’s registered public accounting firm or firms (the “**independent auditor**”);
- the Company’s compliance with applicable law (including U.S. federal securities laws and other legal and regulatory requirements); and
- the Company’s major financial risk exposures.

The Committee is also responsible for preparing the report required by Securities and Exchange Commission (“**SEC**”) rules to be included in the Company’s proxy statement for the annual meeting of stockholders, and for performing such other duties and responsibilities as are enumerated in or consistent with this charter.

The Committee has the authority to undertake the specific duties and responsibilities as are enumerated in or consistent with this charter, and will have the authority to undertake such other specific duties as the Board from time to time prescribes.

**MEMBERSHIP**

The Committee shall consist of at least three Board members. Committee members shall be appointed by the Board upon recommendation of the Nominating and Corporate Governance Committee and may be removed by the Board in its discretion. The Board may designate one Committee member as its chairperson. If the Board does not designate a chairperson then the Committee may designate a chairperson by majority vote of its members.

Committee members must meet the following criteria as well as any additional criteria required by applicable law or the rules and regulations of the SEC and any stock exchange on which any of the Company’s capital stock is then listed (the “**Exchange Rules**”), including any exceptions permitted by such requirements, and such other qualifications as are established by the Board from time to time:

- Each Committee member shall meet the independence standards established by the SEC and the Exchange Rules, and the determination of independence will be made by the Board.
- Each Committee member must be financially literate, as determined by the Board in accordance with applicable Exchange Rules.

- At least one Committee member shall have the requisite accounting or related financial management expertise required by the Exchange Rules. At least one Committee member shall be an “audit committee financial expert” as defined by the SEC and may be the same person as that with “accounting or related financial management expertise.”
- No Committee member may simultaneously serve on the audit committees of more than two (2) other public companies, unless the Board determines that such simultaneous service would not impair the ability of such member to effectively serve on the Committee and the Company discloses such determination in its annual proxy statement.

## **RESPONSIBILITIES AND DUTIES**

The function of the Committee is primarily one of oversight. The Company’s management is responsible for preparing the Company’s financial statements, and the independent auditor is responsible for auditing and reviewing those financial statements. The Committee is responsible for assisting the Board in overseeing the conduct of these activities by management and the independent auditor. The Committee is not responsible for providing any expert or special assurance as to the financial statements or the independent auditor’s work. This Charter recognizes that Committee members are not full-time employees of the Company, that it is not the duty or responsibility of the Committee or its members to conduct “field work” or other types of auditing or accounting reviews or procedures or to set auditor independence standards, and that each Committee member shall be entitled to rely on (i) the integrity of those persons and organizations within and outside the Company from which the Committee receives information and (ii) the accuracy of the financial and other information provided to the Committee, in either instance absent actual knowledge to the contrary.

The following are the principal recurring responsibilities of the Committee. The Committee may perform such other functions as are consistent with its purpose and applicable law, rules and regulations and as the Board or the Committee deem appropriate. In carrying out its responsibilities, the Committee’s policies and procedures shall remain flexible, to best react to changing conditions and circumstances.

### ***Select and Hire the Independent Auditor***

The Committee shall be directly responsible for appointing, determining the compensation for, retaining, and, where appropriate, replacing the independent auditor. The independent auditor will report directly to the Committee. The Committee has sole authority to approve hiring and discharging the independent auditor. The Committee will also appoint, retain, compensate, oversee and, where appropriate, replace any other accounting firm engaged for the purpose of preparing or issuing an audit report or performing other audit, review or attest services for the Company.

### ***Oversee and Evaluate the Independent Auditor***

The Committee shall:

- oversee and evaluate the work of the independent auditor and any other accounting firm engaged for the purpose of preparing or issuing an audit report or performing other audit, review or attest services for the Company, which evaluation shall include a review and evaluation of the lead partner of the independent auditor;
- review, in consultation with the independent auditor, the annual audit plan and scope of audit activities and monitor such plan’s progress;

- review and resolve any disagreements that may arise between management and the independent auditor regarding internal control over financial reporting or financial reporting; and
- at least annually, obtain and review a report by the independent auditor that describes (i) the independent auditor's internal quality control procedures, and (ii) any material issues raised by the most recent internal quality-control review, or peer review, of the independent auditor or by any inquiry or investigation by governmental or professional authorities, within the preceding five years, regarding any independent audit performed by the independent auditor, and any steps taken to deal with any such issues.

### ***Evaluate the Independence of the Independent Auditor***

The Committee shall:

- review and discuss with the independent auditor the written independence disclosures required by the applicable requirements of the Public Company Accounting Oversight Board or other regulatory body;
- review and discuss with the independent auditor on a periodic basis any other relationships or services (including permissible non-audit services) that may affect its objectivity and independence;
- oversee the rotation of the independent auditor's lead audit and concurring partners and the rotation of other audit partners, with applicable time-out periods, in accordance with applicable law;
- consider on a periodic basis whether, in order to assure continuing auditor independence, there should be a regular rotation of the independent auditing firm; and
- take any other appropriate action to oversee the independence of the Company's outside auditor.

### ***Approve Audit and Non-Audit Services and Fees***

The Committee shall (i) review and approve, in advance, the scope and plans for the audits and the audit fees and (ii) approve in advance (or, where permitted under the rules and regulations of the SEC, subsequently) non-audit and tax services to be performed by the independent auditor that are not otherwise prohibited by law or regulations and any associated fees. Management shall periodically report on services provided by other registered public accounting firms as requested by the Committee. The Committee may, in accordance with applicable law, establish pre-approval policies and procedures for engaging independent accountants and any other registered public accounting firm to render services to the Company, including the delegation of preapproval authority to the chairperson of the Committee or any subcommittee so long as such preapproval decisions are presented to the full Committee at its next regularly scheduled meeting.

### ***Review Financial Statements***

The Committee shall review and discuss the following with management and the independent auditor, as applicable:

- the scope and timing of the annual audit of the Company's financial statements;
- the Company's annual audited and quarterly unaudited financial statements and annual and quarterly reports on Forms 10-K and 10-Q, including the disclosures in "Management's

Discussion and Analysis of Financial Condition and Results of Operations”, and recommend to the Board whether the audited financial statements and “Management’s Discussion and Analysis of Financial Condition and Results of Operations” should be included in the Company’s Forms 10-K and 10-Q, as applicable;

- the results of the independent audit and the quarterly reviews, and the independent auditor’s opinion on the annual financial statements, including any suggestions for improvement provided to management by the independent auditor, and management’s response to such suggestions;
- the reports and certifications regarding internal control over financial reporting and disclosure controls and procedures;
- major issues regarding accounting principles and financial statement presentations, including any significant changes in the Company’s selection or application of accounting principles;
- analyses prepared by management or the independent auditor setting forth significant financial reporting issues and judgments made in connection with the preparation of the financial statements, including analyses of the effects of alternative GAAP methods on the financial statements;
- the effect of regulatory and accounting initiatives, as well as off-balance sheet structures, on the Company’s financial statements;
- any significant changes required or taken in the audit plan as a result of any material control deficiency; and
- any problems or difficulties the independent auditor encountered in the course of its audit work, including any restrictions on the scope of the auditor’s activities or on access to requested information, and management’s response.

#### ***Reports and Communications from the Independent Auditor***

The Committee shall review and discuss reports from the independent auditor concerning the following:

- critical accounting policies and practices to be used by the Company including the effect of alternative treatments of financial information within GAAP that the auditor has discussed with management, ramifications of the use of these alternative disclosures and treatments, and the treatment preferred by the independent auditor if different from that used by management;
- other material written communications between the independent auditor and management, such as any management letter or schedule of unadjusted differences, as well as the matters required to be discussed by the applicable requirements of the Public Company Accounting Oversight Board (United States) (the “PCAOB”) and the SEC;
- the Company’s internal control over financial reporting;
- material issues raised by the most recent internal quality-control review, peer review, or any inquiry or investigation by governmental or professional authorities, within the preceding five years, respecting one or more independent audits carried out by the independent auditor, and any steps taken to deal with such issues;

- all relationships between the independent auditor and the Company that may impact independence, as defined by applicable standards and SEC requirements; and
- other matters required to be communicated to the Committee under generally accepted auditing standards and other legal or regulatory requirements.

The Committee shall approve the Company hiring any finance or accounting professional if such professional's immediately preceding employer was the Company's independent auditor and during such employment provided services to the Company.

### ***Audit Committee Report***

The Committee shall prepare the Committee report that SEC rules require to be included in the Company's annual proxy statement.

### ***Earnings Press Releases and Earnings Guidance***

The Committee shall review with management and the independent auditor, to the extent appropriate, quarterly earnings press releases, as well as the substance of financial information and earnings guidance provided to the public, analysts and rating agencies (including without limitation reviewing any "pro forma" or "adjusted" non-GAAP information), which discussions may be general discussions of the type of information to be disclosed or the type of presentation to be made. Without limitation to the Committee's authority to delegate authority to one or more subcommittees, the chairperson of the Committee may represent the entire Committee for purposes of this discussion.

### ***Internal Controls***

The Committee shall review and discuss with management and the independent auditor the adequacy and effectiveness of the Company's internal controls over financial reporting, including any changes, significant deficiencies or material weaknesses in those controls reported by the independent auditor or management and any special audit steps adopted in light of any material control deficiencies, and any fraud, whether or not material, that involves management or other Company employees who have a significant role in the Company's internal controls.

### ***Disclosure Controls and Procedures***

The Committee shall review and discuss the adequacy and effectiveness of the Company's disclosure controls and procedures.

### ***Legal and Regulatory Compliance***

- The Committee shall review and discuss with management, the independent auditor and legal counsel (i) the overall adequacy and effectiveness of the Company's legal, regulatory and ethical compliance programs, including the Company's Code of Business Conduct and Ethics, compliance with anti-bribery and anticorruption laws and regulations, and compliance with export control regulations, (ii) reports regarding compliance with applicable laws, regulations and internal compliance programs and (iii) any correspondence with regulators or governmental agencies and any published reports that raise material issues regarding the Company's financial statements or accounting policies.
- Discuss with management any legal matters that may have a material impact on the financial statements or the Company's compliance procedures.

## ***Complaints***

The Committee shall establish and oversee procedures for the receipt, retention and treatment of complaints on accounting, internal accounting controls or audit matters, as well as for confidential and anonymous submissions by the Company's employees concerning questionable accounting or auditing matters.

## ***Risks***

The Committee shall review and discuss with management and the independent auditor the Company's major financial risk exposures and the steps management has taken to monitor and control or mitigate those exposures, including the Company's guidelines and policies with respect to risk assessment, risk management and investments.

## **MEETINGS AND PROCEDURES**

The Committee should meet prior to the filing of the Company's quarterly and annual reports (with additional meetings as it deems necessary or appropriate) and will meet at such times and places as the Committee determines. The Committee may meet either in person or telephonically as the Committee determines. The Committee may establish its own meeting schedule, which it will provide to the Board. The chairperson of the Committee shall preside at each meeting. The chairperson will approve the agenda for the Committee's meetings and any member may suggest items for consideration. If a chairperson is not designated or present then the Committee members present may designate an acting chairperson. The Committee may act by written consent (which may include electronic consent), which shall constitute a valid Committee action if it has been executed by each Committee member and shows the date of execution.

- The Committee shall meet periodically with members of management and the Company's legal counsel when deemed appropriate by the Committee. The Committee shall meet with the Company's independent auditor, including separate executive sessions with the independent auditor. Each regularly scheduled meeting of the Committee shall conclude with a Committee executive session absent members of management.
- The Committee may invite to its meetings any director, officer or employee of the Company and such other persons as it deems appropriate to fulfill its responsibilities. The Committee may also exclude from its meetings any persons it deems appropriate, including non-employee directors who are not Committee members, to meet its responsibilities.

## **MINUTES**

The Committee shall maintain written meeting minutes, which minutes will be filed with the minutes of the corresponding Board meeting. Any written consent will be effective on the date of the last signature and will be filed with the minutes of the corresponding Board meeting.

## **REPORTS**

The Committee shall report to the Board from time to time or whenever so requested by the Board. In addition, the chairperson of the Committee or his or her delegate shall be available to answer any questions the other directors may have regarding the matters considered and actions taken by the Committee.

## **SUBCOMMITTEES**

The Committee may form subcommittees for any purpose that the Committee deems appropriate and may delegate to such subcommittees such power and authority as the Committee deems appropriate. If so designated, each such subcommittee will establish its own schedule and maintain written minutes of its meetings, which minutes will be filed with the minutes of the meetings of the Board. The Committee shall not delegate to a subcommittee any power or authority required by law, regulation or listing standard to be exercised by the Committee as a whole.

## **COMPENSATION**

Committee members shall receive such fees, if any, for their service as Committee members as may be determined by the Board in its sole discretion.

Committee members may not receive any compensation from the Company except the fees that they receive for service as a member of the Board or any committee thereof.

## **COMMITTEE CHARTER REVIEW**

The Committee shall review and reassess the adequacy of this charter annually and shall submit any recommended charter changes to the Board for approval.

## **PERFORMANCE REVIEW**

The Committee shall review and assess its performance annually.

## **AUTHORITY TO RETAIN ADVISORS**

In performing its responsibilities, the Committee shall have the authority to engage and obtain advice, reports or opinions from internal or independent counsel and other expert advisors, as it determines necessary or appropriate, to fulfill its duties. The Company will provide appropriate funding, as determined by the Committee, to pay the independent auditor, any outside advisors hired by the Committee and any administrative expenses of the Committee that are necessary or appropriate in carrying out its activities.

## **AUTHORITY TO INVESTIGATE**

In the course of its duties, the Committee shall have authority, at the Company's expense, to investigate any matter brought to its attention.

## **ATTORNEY'S REPORTS**

The Committee shall receive and, if appropriate, respond to attorneys' reports of evidence of material violations of securities laws and breaches of fiduciary duty and similar violations of foreign, U.S., state or local law. The Committee shall establish procedures for the confidential receipt, retention and consideration of any attorney report.

## **ACCESS**

The Committee shall be given full access to the chairperson of the Board, management and the independent auditor, as well as the Company's books, records, facilities and other personnel.

