



2023

ESG Report

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About This Report

This report includes disclosures that are informed by the Sustainability Accounting Standards Board (SASB) standards for the Biotechnology & Pharmaceuticals and Medical Equipment & Supplies industries. All financial information is reported in U.S. dollars, and unless otherwise stated, this report covers fiscal years 2020, 2021, and 2022, as well as some key activities that occurred through May 15, 2023.

Forward-Looking Statements

The information and opinions contained in this report are provided as of the date of this report and are subject to change without notice. Guardant Health does not undertake to update or revise any such statements. This report represents current Guardant Health policy, practices and intent and is not intended to create legal rights or obligations. This report may contain or incorporate by reference public information not separately reviewed, approved, or endorsed by Guardant Health, and no representation, warranty, or undertaking is made by Guardant Health as to the accuracy, reasonableness, or completeness of such information. Inclusion of information in this report is not an indication that the subject or information is material to Guardant Health's business or operating results.

This report contains forward-looking statements within the meaning of federal securities laws, including statements regarding the potential utilities, values, benefits and advantages of Guardant Health's liquid biopsy tests or assays, which involve risks and uncertainties that could cause the actual results to differ materially from the anticipated results and expectations expressed in these forward-looking statements. These statements are based on current expectations, forecasts and assumptions, and actual outcomes and results could differ materially from these statements due to a number of factors. These and additional risks and uncertainties that could affect Guardant Health's financial and operating results and cause actual results to differ materially from those indicated by the forward-looking statements made in this report, and include those discussed under the captions "Risk Factors" and "Management's Discussion and Analysis of Financial Condition and Results of Operation" and elsewhere in its Annual Report on Form 10-K for the year ended December 31, 2022 and in its other reports filed with or furnished to the Securities and Exchange Commission. The forward-looking statements in this report are based on information available to Guardant Health as of the date hereof, and Guardant Health disclaims any obligation to update any forward-looking statements provided to reflect any change in its expectations or any change in events, conditions, or circumstances on which any such statement is based, except as required by law. These forward-looking statements should not be relied upon as representing Guardant Health's views as of any date subsequent to the date of this report.



A Note From Our Co-CEOs

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Eleven years ago, we set out to revolutionize how cancer is managed across the continuum of care. This calling was urgent and deeply personal because many of us had witnessed firsthand a life disrupted by cancer. We knew that precision oncology had the power to transform the fight against cancer, but cancer care still faced longstanding challenges across three main areas: therapy selection, recurrence monitoring, and screening.

We have developed breakthrough solutions for each one of these three areas using liquid biopsy, or blood-based testing. The data these tests unlock help inform better treatment in patients with advanced cancer, monitor recurrence in cancer survivors, and screen patients to find cancer at its earliest and most treatable stages. Today, we have one of the most complete portfolios of tests in precision oncology.

Our goal from day one has been to provide tests for patients at all stages of cancer so they can live longer and healthier lives. This commitment to improving patient outcomes is central to how we operate and forms the foundation of our approach to Environmental, Social, and Governance matters at Guardant. We believe that to serve patients well, it is important to also act responsibly in our relationships with our employees, our communities, and the environment. As part of our efforts to improve the oversight of ESG across the company, we designated responsibility for ESG matters to our Nominating & Corporate Governance Committee at the beginning of 2022. Diversity and Inclusion has been a particular area of emphasis where we have made recent strides. As of December 31, 2022, our workforce was approximately 60% non-White and approximately 56% female. As of May 2023, women held 43% of the independent director seats on our Board. We have also begun developing processes to measure important sustainability-related data across our global operations so we can better understand our environmental impact.

Our ambition to improve our performance on key ESG issues is driven by an intense passion to dramatically change the course of cancer patients' journeys. We want to thank our employees for their relentless commitment and hard work to bring this purpose to life. We also want to thank our business partners, healthcare providers, patients, the cancer community, and other stakeholders for their continued support and confidence in our efforts to transform cancer care.

Looking ahead, we are excited about executing the ESG initiatives we have launched in recent years and are committed to providing further updates on our progress.

Sincerely,

Helmy Eltoukhy, PhD, Chairman & Co-CEO | AmirAli Talasaz, PhD, Director & Co-CEO



Helmy Eltoukhy, PhD
Chairman & Co-CEO



AmirAli Talasaz, PhD
Director & Co-CEO



Our Approach to Environmental, Social and Governance (ESG)

Approach to Environmental, Social and Governance (ESG)

Our mission — to conquer cancer with data — is at the heart of our ESG commitment and is fully integrated into our business strategy. ESG is at the core of our organization because we are focused on saving lives and improving human health.

We have laid out the following commitments as part of our ESG strategy:

- 01** Providing meaningful work and development opportunities to our employees
- 02** Striving to recruit, hire, and retain a talented and diverse team of people who align with our values and fostering a diverse, inclusive, and equitable workplace
- 03** Conducting our business with the highest professional and ethical standards and operating with integrity and mutual respect
- 04** Maintaining a well-developed environmental, health, and safety program, which is reinforced through rigorous policies, education, and engagement of our employees and internal and external periodic audits
- 05** Making it easy and affordable to complete our tests
- 06** Investing in environmental sustainability and responsible supply chain operations

As our ESG journey progresses, we have committed to providing increased transparency around our efforts. This report provides information related to key ESG issues specific to our business. We identified these topics after analyzing external reporting frameworks such as the Sustainability Accounting Standards Board (SASB), peer company ESG practices, third-party rating agency assessments, and input from investors, customers, and other stakeholders.

The Nominating and Corporate Governance Committee of our Board of Directors is responsible for overseeing our ESG strategy, initiatives, and policies. The Compensation Committee also supports the Nominating and Corporate Governance Committee for matters pertaining to human capital management.



Transforming Cancer Care

Transforming Cancer Care

At Guardant, we are dedicated to helping patients at all stages of cancer live longer and healthier lives through the power of blood tests and the data they unlock. Our vision is to transform the biotechnology industry by creating impactful screening and diagnostic tools that will be affordable and accessible to patients around the world.

We provide doctors with critical insights that give them greater confidence in the decisions they make every day in the fight against cancer. Our tests span the continuum of cancer care: from informing treatment decisions in patients with advanced cancer, to new ways of monitoring recurrence in cancer survivors, to screening for cancer at its earliest and most treatable stages in the general population.

Each of our products reflects our focus on addressing patients' most critical unmet needs and improving overall quality of care. Our blood-based testing can be easily performed with a simple blood draw at a doctor's office, lead to faster results than traditional tissue-based methods, and contribute to a better quality of life for more patients, now and in the future.

We are committed to serving patients by:



Developing a blood test for cancer screening, starting with colorectal cancer, that will enable cancer screening from a routine blood draw



Helping doctors select the best treatment for their patients with advanced cancer, and then monitoring response to that treatment so adjustments can be made



Helping doctors better manage their patients with early-stage cancer by identifying risk of recurrence after surgery and monitoring recurrence over time



Helping the biopharmaceutical industry accelerate its drug development to bring the next generation of precision medicines to patients sooner

Expanding Access to Precision Oncology

We are the market leader in liquid Comprehensive Genomic Profiling (CGP) across all solid cancers and have developed one of the most complete portfolios of liquid biopsy oncology tests in the industry. We are dedicated to the belief that liquid biopsy and precision oncology have the extraordinary power to improve outcomes for all patient populations. By looking at the unique dimensions of cancer found in blood, including genomic alterations, methylation, and fragmentomics, we are unlocking insights that can increasingly help patients across all stages of cancer. We are educating physicians on the value of CGP and liquid biopsies to enable more patients to access these precision oncology methods.



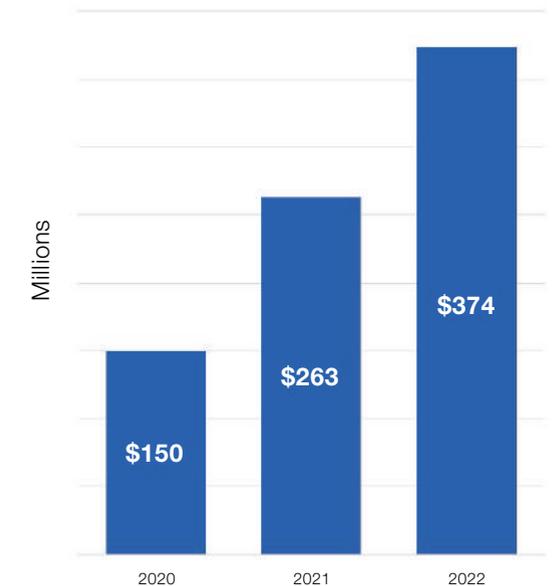
Guardant Infinity Platform: The "Smart" Liquid Biopsy

Our new "smart" liquid biopsy — the Guardant Infinity platform — represents a quantum leap forward in the field of precision oncology. By combining the power of liquid biopsy with breakthrough chemistry, this platform enables powerful insights into cancer through one simple blood draw.

While genomics has helped chart a path towards personalized medicine, genomics alone does not account for the enormous diversity between cells in our own body. The cells in our eyes, liver, and skin look and behave completely differently, but they are identical through a genomic lens. In the epigenomic domain, almost every disease imaginable has a robust fingerprint, but this area has been largely unexplored for a variety of technological reasons.

The Guardant Infinity platform unlocks the power of both genomics and epigenomics to show a fuller view of cancer, delivering 100 times more genomic breadth and 50 times higher sensitivity than genomic profiling alone. Our research has enabled us to develop revolutionary new approaches and a powerful informatics pipeline that enable broad interrogation of the epigenome at very low cost. Our platform is not only a critical inflection point for the precision oncology field, but also it will drive the next chapter of growth for our business. As we merge all our clinical oncology products onto the platform, we will be able to rapidly deploy performance improvements and new applications across products, enabling R&D efficiencies, lower costs, and industry-leading turnaround times.

R&D Spend



Guardant Infinity "Smart" Liquid Biopsy Platform

Coming in 2023



R&D Efficiency

Leveraged performance improvements

Cross-development of new applications

Operating Leverage

Lower COGS

Fast turnaround time



Addressing Disparities in Cancer Screening

One of the applications we have launched on our Guardant Infinity platform is Shield™, our screening test for colorectal cancer (CRC). CRC is the second-leading cause of cancer-related death in the U.S. While CRC is curable if caught early, one in three adults have not completed the recommended screening for the disease. Barriers associated with currently available methods, such as a colonoscopy or a stool-based test, can make the process unpleasant, time-consuming, and difficult to complete.

Moreover, underscreening is an important factor that contributes to the high cancer mortality in underserved populations. For example, in the area of CRC, only 59% of individuals aged 50 and older who are Hispanic and 65% of individuals who are Black/African American are up to date with recommended screenings, compared to 68% of individuals who are white. These underserved populations face additional barriers to cancer screening, including lack of healthcare access, limited capacity in healthcare systems, transportation challenges, childcare, and lack of paid leave from work.

With a simple blood draw, the Shield™ test overcomes these barriers because it requires no special preparation, no sedation, no dietary changes, no extra time away from family or work, and it can be completed as part of any patient office visit. In 2022, we announced positive results from our ECLIPSE study, which validates Shield™ as a high-sensitivity blood test that can significantly enhance adherence to CRC screening. Among the initial 8,000 individuals for whom the test was ordered during a routine visit with their physician, 90% completed the test. This is in stark contrast with adherence rates ranging from 43% to 66% for other non-invasive stool tests. While Shield is initially indicated for CRC screening, we will soon expand into multi-cancer screening, including lung, pancreas, and other areas where we believe cancer screening can save lives.

Early-stage cancer detection is just scratching the surface of what the Guardant Infinity platform can do. By providing a comprehensive, multi-dimensional understanding of a patient's tumor, the tumor's microenvironment, and the patient's immune response, the Guardant Infinity platform is a key component of our strategy to pioneer a blood-first paradigm for genotyping cancer patients and drive commercial adoption.

Advocating for Diversity in Clinical Trials

We believe that achieving diversity in clinical studies is crucial to improving overall health equity. Unfortunately, most clinical trials in the U.S. today enroll a patient population that is not reflective of our nation's diversity.¹ For example, in more than 100 clinical trials for preventive measures and treatments for COVID-19, women, Asian, and Black participants were underrepresented.² Another recent study showed that Black Americans comprised only 3% of oncology clinical trial participants between 2013-2022.³

Clinical trials must reflect the diverse populations who will benefit from treatment, and our ECLIPSE study was designed to reflect the diversity of the U.S. We successfully enrolled over 20,000 individuals from 34 states between the ages of 45-84, achieving 13% enrollment among Black Americans, 15% among Hispanics, and 7% among Asian Americans. This is largely in line with U.S. demographics and above average for historical clinical trial enrollment.

Our approach to creating diverse patient populations in clinical trials is based on three pillars: partnering with communities to raise awareness; addressing cultural and language barriers; and overcoming resource barriers to enhance patient accessibility to trial participation. With ECLIPSE, we employed a grassroots strategy to enroll participants, working with community physicians, attending health fairs, and turning to advocacy groups to maintain momentum in trial recruitment and CRC screening. We also designed trial recruitment materials to ensure they resonated with local communities and leveraged rideshare companies and mobile phlebotomy vehicles to make the trial accessible.

ECLIPSE was a learning opportunity to increase diverse enrollment, and we are committed to expanding our efforts to improve diversity in our clinical trials going forward. We have established partnerships with research institutions to understand the opportunities and barriers to the adoption of blood-based screening, especially in communities where CRC screening rates are low. A current study with the University of Chicago will focus on implementing the blood-based CRC screening test in Federally Qualified Health Centers where patients are traditionally underserved. Another partnership with The Ohio State University will study uptake and adherence in rural Appalachia by sending a phlebotomist to collect blood samples for CRC screening alongside a mobile mammography van.

¹ <https://www.fda.gov/drugs/drug-approvals-and-databases/drug-trials-snapshots>

² <https://www.fiercebiotech.com/biotech/women-asian-and-black-participants-underrepresented-covid-19-clinical-trials-researchers>

³ <https://www.globaldata.com/store/report/diversity-in-clinical-trials-insight-analysis/>



“We believe that achieving diversity in clinical studies is crucial to improving overall health equity.”

Driving Adoption, Guideline Inclusion, and Reimbursement

We provide fast, accurate testing solutions to enable physicians to make better treatment decisions for patients. Our products have achieved widespread clinical adoption in the U.S., and we are currently expanding our global footprint through partnerships in China, Japan, and the EU. We work with private and public payers to establish coverage and reimbursement for our tests, which we support by investing in clinical evidence to establish expanded indications for use. To further facilitate reimbursement and global market access to our tests, we are pursuing FDA and other regulatory agencies' approval for our tests and are advocating for inclusion in treatment guidelines.

As a market leader in testing to inform therapy selection, we have developed strong relationships across the oncology landscape. Our FDA-approved Guardant360® CDx test provides comprehensive genomic results from a simple blood draw in seven days. This helps oncologists move beyond the limitations of tissue biopsies to rapidly obtain clinically relevant information to match patients to the optimal personalized treatment quickly. Since being introduced as a laboratory developed test (LDT), Guardant360® CDx has become widely accepted for blood-based comprehensive genomic profiling and is supported by more than 300 peer-reviewed publications. The test has been trusted by more than 12,000 oncologists, with more than 300,000 tests performed to date, and is broadly covered by Medicare and many private payers, representing over 200 million covered lives.

Biopharma Partnerships

Our relationships with our biopharma partners have provided rigorous clinical validation of our technology. Our tests are used by biopharma companies for a range of applications, including identifying target patient populations to accelerate clinical study enrollment, companion diagnostic development, and post-approval commercialization. We are proud to have partnered with more than 150 biopharma companies to date and are committed to providing them with best-in-class services to expedite their drug development, regulatory submission, and commercial goals.

We have also invested in public-private partnerships and in-country laboratory testing to help accelerate adoption and reimbursement in emerging global markets. These include our partnerships with the Vall d'Hebron Institute of Oncology in Spain and the Royal Marsden NHS Foundation Trust in the UK. We are using these strategic relationships with European cancer centers and research organizations to further drive global commercialization of our products.

Guardant Access Program

The Guardant Access program provides support to providers and patients to eliminate unexpected bills and confusing paperwork. The program manages the entire billing process for patients and is designed to limit out-of-pocket expenses for Comprehensive Genomic Profiling. The program also provides financial assistance to eligible patients and notifies them if their out-of-pocket expense for our tests is expected to exceed \$100.

Patient Advocacy

Our government affairs and patient advocacy team is focused on influencing legislation to broaden access to testing, supporting campaigns in multiple states to pass laws that mandate coverage for biomarker testing.

Our team's successful initiatives to date include:



Working with the Cancer Advocacy Group of Louisiana to develop and support legislative text that clarified criteria for coverage and amended the previously passed SB 84



Supporting American Cancer Society campaigns in Arizona, Rhode Island, Ohio, New York, and California with patient stories and state-specific coverage data exemplifying how insurers' current policies exclude FDA-approved and Medicare-covered tests like Guardant360



Sponsoring policy forums in Ohio and New York to raise awareness and momentum for introduced legislation





Product Quality & Safety

Product Quality & Safety

Our mission to conquer cancer with data is rooted in our ability to provide safe and effective products and services that our patients, clinicians, biopharma partners, and other stakeholders can rely upon. This is accomplished through our commitment to maintaining rigorous quality policies and procedures in accordance with applicable regulations. We strive to move fast without compromising quality because every minute we waste means falling behind cancer's relentless march.

Oversight

Our Senior Vice President, Regulatory & Quality is responsible for implementing and maintaining our quality management system (QMS) and procedures across our global operations. We also have a team of dedicated and highly qualified medical professionals and pathologists to provide input on the overall safety, risk, and benefits of our products.

Quality Management System

Our QMS is designed to ensure that we can provide reliable, high-quality precision oncology products that will improve clinical outcomes, lower healthcare costs, and enable better biopharmaceutical development. We perform our tests in our clinical laboratories that we own and operate. We believe our Redwood City, California facility was the first comprehensive liquid biopsy laboratory to be certified pursuant to the Clinical Laboratory Improvement Amendments of 1988, or CLIA, accredited by the College of American Pathologists, or CAP, and permitted by the New York State Department of Health. This laboratory is licensed in California, Florida, Maryland, Pennsylvania, and Rhode Island. Under CLIA, which certifies our laboratory as "high complexity," we are required to validate the accuracy, precision, specificity, and sensitivity of our Laboratory Developed Tests (LDTs) for clinical testing. In addition, our San Diego facility has obtained CAP accreditation and CLIA certification. These laboratories are subject to survey and inspection every two years to assess our compliance with CLIA standards.

Our Redwood City facility is also certified to the ISO 13485:2016 standard for medical device quality management systems and participates in the FDA's Medical Device Single Audit Program (MDSAP), which allows a single regulatory audit of our facility to be conducted to satisfy the relevant requirements of regulatory authorities participating in the program. Our ISO 14971 compliant Risk Management Process enables us to continuously identify and mitigate risks related to our medical devices.

In preparation for wider commercialization in the European Union, or the EU, we obtained a CE mark for our Guardant360 CDx test performed in Redwood City to comply with the EU's In Vitro Diagnostic Directive (IVDD), and we also achieved ISO 15189 accreditation, which applies to medical laboratories in developing their quality management systems and assessing their competence. In February 2022, we received CAP accreditation for our laboratory in Japan, where we expect to commence processing samples following receipt of approval for our Guardant360 tests from Japan's Pharmaceutical and Medical Devices Agency.

Product Testing and Performance Monitoring

We assess the safety of our tests throughout their lifecycle and across each stage of the testing process, including sample collection, laboratory processing, analysis, and reporting. Our proprietary diagnostic methods include robust semi-automated workflows designed for high throughput sample testing, which allows for the rapid scaling of testing volume without impacting performance metrics. All major processing steps incorporate quality control measures to ensure consistent and reproducible results. We have implemented procedures to investigate and respond to potential deficiencies or defects in the design and manufacture of our tests, including policies for corrective action and removal. To date, we have not had any product recalls nor been subject to enforcement actions by the FDA or other regulatory organizations for issues regarding product safety.

Employee Training

All employees working within our QMS are required to comply with our Training and Qualification standard operating procedure, which outlines training requirements for new and existing employees covering our QMS, Quality Policy, Quality Manual, and other relevant topics. We provide basic safety training for all on-site employees as part of our QMS and conduct annual Good Clinical Practice (GCP) trainings.

Clinical Trial Safety

We assess our products for safety not only in the patient setting, but also in the clinical setting. We have invested in more than 60 clinical studies to demonstrate that our non-invasive blood testing is in line with standard of care tissue testing. We also have developed relationships with over 60 biopharmaceutical customers that have provided rigorous clinical validation of our technology. We perform clinical trials in accordance with recognized standards and guidelines, including FDA requirements, ISO 13485 and 20916 standards, and Good Clinical Practice (GCP). GCP is an international ethical and scientific quality standard provided by the International Council on Harmonization for designing, conducting, recording, and reporting trials that involve the participation of human subjects. Compliance with this standard provides public assurance that the rights, safety, and well-being of trial subjects are protected and that the clinical trial data are credible. Our clinical and nonclinical studies do not involve the use of animals. Currently, we have no plans to conduct animal testing, and any use of animal testing in future studies would be limited to where legally required and would be conducted in line with best practice standards.

Sustainability Accounting Standards Board (SASB) Accounting Metrics – Product Safety	2022	2021	2020
Number of product recalls/total units recalled	0	0	0
List of products listed in the FDA’s MedWatch Safety Alerts for Human Medical Products database	0	0	0
Number of fatalities related to products as reported in the FDA Manufacturer and User Facility Device Experience	0	0	0
Number of FDA enforcement actions taken in response to violations of current Good Manufacturing Practices (cGMP), by type	0	0	0



Supply Chain Management

Supply Chain Management

Establishing effective partnerships with our suppliers is critical to our ability to provide doctors with the utmost confidence in our tests. We are committed to investing in responsible supply chain operations so that we can continue empowering patients and providers to act decisively in the fight against cancer.

We assess potential suppliers to determine if they are capable of supplying and servicing the equipment and materials necessary for our laboratory operations, including sequencers and various associated reagents, and meet our expectations for quality and integrity. We are proud to partner with industry leaders. Each of our top suppliers, collectively representing around 90% of our annual procurement spend, has achieved certification to either ISO 13485 or ISO 9001 quality management system standards. All our suppliers are assessed using a risk-based system to ensure that we closely oversee our suppliers (and the material we receive from them) that have a critical impact on the quality of our products. We have a process to annually evaluate our key suppliers to provide us confidence in their ability to produce consistent and quality instrumentation, reagents and materials. We are currently developing a Supplier Code of Conduct to formalize and clarify our expectations that suppliers operate in accordance with the highest ethical standards with respect to issues such as human rights, responsible sourcing, and environmental sustainability.

For various laboratory instruments and materials, we have currently qualified a limited number of suppliers, and in some cases we rely on sole suppliers. We employ a multi-month, multi-lot safety stock strategy to support an uninterrupted supply of reagent and material to our laboratory. We also mitigate potential supply chain disruptions by enacting long-term supply agreements with our most critical vendors. For example, with one vendor, we entered into a supply agreement to provide products and services for our research and clinical activities until 2033. Additionally, we have quality agreements with our most critical vendors to formalize and reinforce our quality expectations.



“We are committed to investing in responsible supply chain operations so that we can continue empowering patients and providers to act decisively in the fight against cancer.”

Guardant has implemented a range of systems and processes to maintain traceability of our products for sample tracking and quality control purposes. Upon receipt at a Guardant facility, all raw materials are inspected and given product identification labels, including part numbers, lot numbers, and expiration dates. These labels are kept on the products until they reach their point of use in the laboratory. For products that require additional manufacturing steps, raw material is given an identification label applied at time of physical receipt. Work orders are generated by Guardant's enterprise resource planning (ERP) system and new product identification labels are generated and applied to all finished goods following the manufacturing process. These product identification labels remain on the product until point of use by the end user. Our ERP system is used to manage traceability to the point of use.





Our People

Our People

Our purpose is to help patients at all stages of cancer live longer and healthier lives. It's a calling that is personal for all our employees and requires all of us working together. Our frustration with the data-starved status quo and our strong desire to improve human health shapes our unique culture.

Each day at Guardant starts and ends with putting the patient first. We are a team of diverse, passionate, and curious individuals, motivated to transform cancer care for all patients. Guided by our core values, our commitment to advancing breakthrough science and giving patients the opportunity to live healthier lives are central to how we operate. Even as these values have evolved, we have never wavered from our commitment to putting the patient first.



Our Core Values

Put the Patient First

Our commitment to treat them as our own family



Blaze a Trail

Our commitment to innovation

Because patients deserve better, we must...

- Be solution oriented
- Be fearless in tackling challenges
- Innovate in all aspects of our work
- Challenge assumptions to unlock opportunities
- Dare to try – take risks and experiment



Be Stronger Together

Our commitment to teamwork and caring for each other

Because caring for patients means caring for each other, we must...

- Treat each other with respect
- Assume positive intent
- Constructively challenge – leaving the work and each other better
- Recognize and celebrate each other's strengths and contributions
- Hold ourselves and others accountable



Make Every Moment Matter

Our commitment to velocity, excellence and impact

Because for patients its a race against time, we must...

- Move fast and be decisive
- Seek simplicity
- Coordinate efforts to avoid wasting time
- Deliver with excellence
- Prioritize, say “yes” to the right things

These values guide what we do each and every day, from how we solve the most complex problems to how we collaborate across diverse functions. Most importantly, they ensure we never lose sight of the patient.

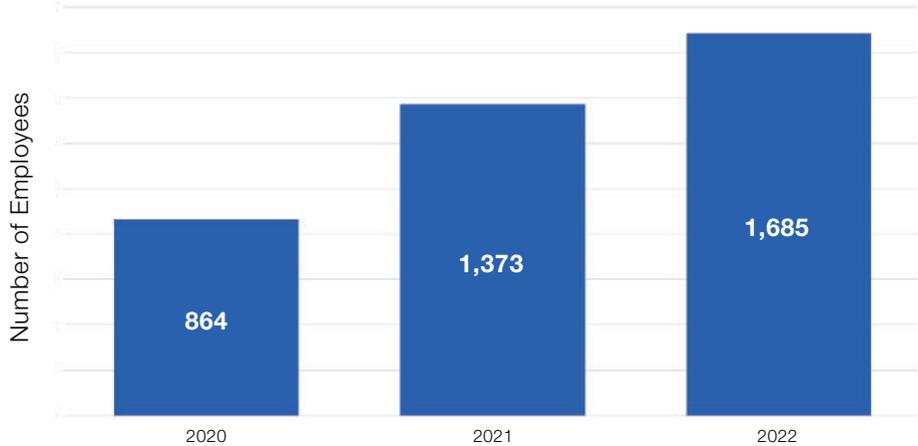
As part of our commitment to serving patients, we emphasize acting responsibly in our relationships with our employees and our surrounding communities. We are committed to providing meaningful work and development opportunities to our employees and aim to foster an inclusive and equitable workplace. We strive to recruit, hire, and retain a talented and diverse team of people who align with our values.

Our engagements with stockholders and other stakeholders over the last few years have reinforced our focus on our human capital management and employee engagement practices. In response to this stakeholder feedback, our management team, with support of the Board of Directors, is developing company-wide initiatives centered on employee recruitment, retention, engagement, financial wellness, pay equity, and diversity and inclusion.



Talent Attraction and Recruiting

We believe we are stronger together because of the talent we hire and grow on our teams. Since the beginning of 2020, we have increased our workforce from approximately 600 to almost 1,700 employees. In light of this headcount growth, approximately two-thirds of our workforce has been with the company less than two years.



We aim to continuously hire innovative talent that will enable us to push scientific boundaries so that we can continue to achieve our mission to conquer cancer with data. We seek talented minds from across the biopharmaceutical and technology landscape, including experts in bioinformatics, engineering, medical affairs, commercial strategy, and IT. To identify top-notch talent, we leverage internal networks and a variety of external resources, such as professional organizations, academic institutions, career sites, job fairs, and industry conferences.



Our approach to identifying and assessing a diverse pool of candidates for all our open positions includes:



Facilitating interview training for interviewers



Providing hiring managers with candidate feedback



Leveraging additional interviewers outside of candidates' functional areas to assess value fit and culture add



Adhering to our equal opportunity employment policy



Continuously reviewing and improving our interviewing practices

Employee Engagement and Performance Management

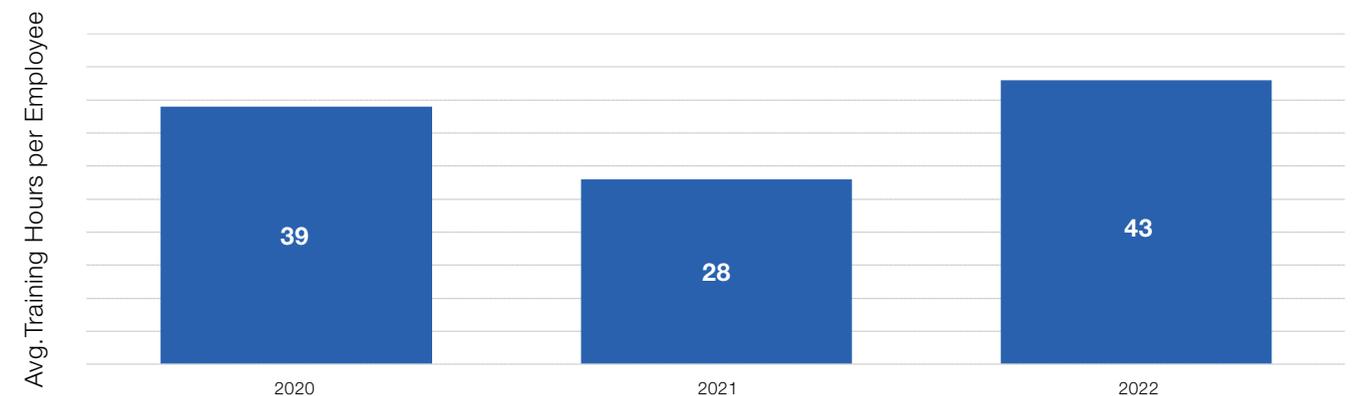
Beyond recruiting top talent, retaining our employees is a key part of our human capital management strategy. To support talent retention across the organization, we actively review and evolve our talent management practices to create positive momentum throughout our employees' career journeys.

We regularly engage our employees and collect feedback about their experiences to inform our talent retention strategy. We utilize employee engagement surveys to understand the effectiveness of our employee development and compensation programs and where we can improve across the company. We conduct regular pulse engagement surveys to capture our employee satisfaction and engagement scores. During 2022, our employee pulse survey response rate was approximately 80%, which was consistent with response rates in prior years. Our overall engagement score, which is an average of internally tracked human capital management metrics, remained at 75 in 2022, indicating solid employee sentiment around topics such as retention, alignment with company purpose and growth plans, likelihood to recommend Guardant as a place to work, and overall satisfaction at Guardant. Insights gathered from our employee survey processes help us identify areas for ongoing emphasis or improvement.

Our performance management process helps foster individual career growth and supports our overall business objectives. We empower employees to help set their own performance and career development goals that align with the objectives set by their departments and the rest of the company. In addition to ongoing performance conversations, employees hold more comprehensive quarterly performance check-ins with their managers after the close of each quarter to discuss goal results and establish priorities for the quarter ahead.

Training and Development

We are dedicated to creating a culture of learning where all employees can grow and thrive. Our employees are supported with training and development opportunities to pursue their career paths and ensure compliance with our policies. We offer a variety of professional and leadership development offerings through Guardant Health University, including instructor-led classes, team workshops, and LinkedIn Learning available to all full-time employees. Guardant Health University coursework includes courses on crucial conversations, effective meetings, situational leadership, coaching essentials, management essentials, and more. Our commercial and clinical laboratory operations teams conduct extensive role-specific training for their personnel. In 2022, our employees completed 43 hours of training on average. We have also developed an Emerging Leaders nomination program to equip aspiring managers with the skills they need as they grow within the company. We also invite employees to take advantage of our company-wide "Drop Everything and Learn (DEAL)" sessions, which set aside two hour periods for employees to conduct self-paced learning or team activities. We also offer monthly career development workshops and provide employees with access to career coaching through Modern Health, our mental health and wellbeing benefits partner. Our employees have eagerly adopted Modern Health's services — nearly two-thirds of our employees are registered with the platform.



Compensation and Benefits

We are committed to rewarding, supporting, and developing the employees who make it possible to deliver on our strategy. To that end, we offer competitive compensation, generous benefits, and a mission-driven environment that allows employees to thrive. We regularly evaluate our compensation programs with an independent compensation consultant and utilize industry benchmarking to ensure they are competitive compared to similar companies in our industry. We also review our compensation practices to ensure they are fair and equitable across our workforce with respect to gender, race, and other personal characteristics.

We offer a total rewards package that includes market-competitive fixed and/or variable pay, broad-based equity grants and bonuses, and access to comprehensive benefits. In 2022, we accelerated our equity grant program by providing employees with the first half of their annual grants in June and the remaining half in October. Our qualified employees are also eligible to participate in our Employee Stock Purchase Plan (ESPP), which includes a 15% discount off the fair market value of the stock and 6-month lookback.

We are proud to offer a wide ranging benefit package designed to meet the competing needs of a diverse, multi-generational workforce. In the U.S., we have designed our core insurance plan options and other benefits to be comprehensive and keep employees’ out-of-pocket costs to a minimum.

Our Benefits Include:

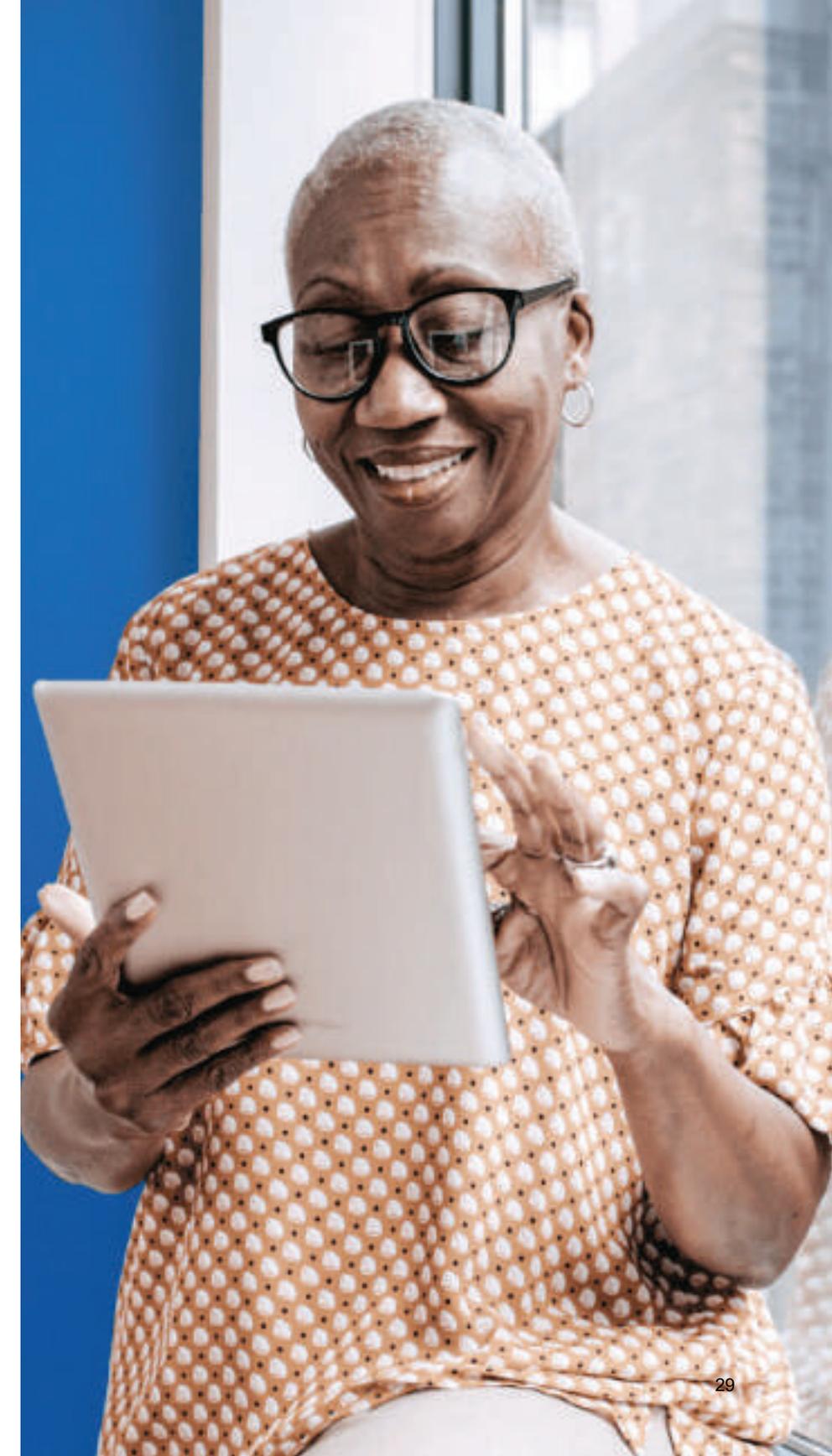
Medical Insurance	Dental Insurance	Vision Insurance
Life Insurance	Disability Coverage	Therapy & Mental Health Services
Coaching	Meditation and Mindfulness	Fitness Facilities
Telehealth	Health Savings Account (HSA)	Paid Time Off & Family Leave
Tuition Reimbursement	Cellphone & Internet Reimbursement	Home Office Reimbursement
Retirement Savings Plans with Matched Contributions	U.S. Qualified Employee Stock Purchase Plans	Fertility and Family Formation Assistance

In addition to subsidizing most of our employee benefit programs, we give our employees access to a broader Employee Assistance Program (EAP). To support work-life balance, we have implemented a competitive Paid Time Off and Sick Time Policy, as well as paid leave for extended medical reasons and paid family leave. Beyond our leave policies, in 2023 we began offering an Emergency Hardship Program for our U.S. employees that provides a supplemental financial award to assist in recovery from a catastrophic event that impacts them or their families.

To further our commitment to physical and mental health and wellbeing, we have partnered with external service providers to enhance our benefit offerings. Through Modern Health, we offer employees access to mental health services and career coaching. We have also partnered with Carrot Fertility to provide support to employees going through the process of forming a family. Moreover, we have a company-wide membership with the Calm app, which provides our employees with access to meditation and mindfulness content as a means of stress and anxiety management.

To reward employees for their service and loyalty to the company, we have rolled out sabbatical programs for employees when they achieve certain tenure milestones. After every five years of continuous service, employees are eligible for four weeks of paid leave and receive a generous travel allowance. We also launched a bespoke Rest, Recharge, and Restore program to allow employees at three and eight years of tenure to receive paid time off and a travel allowance.

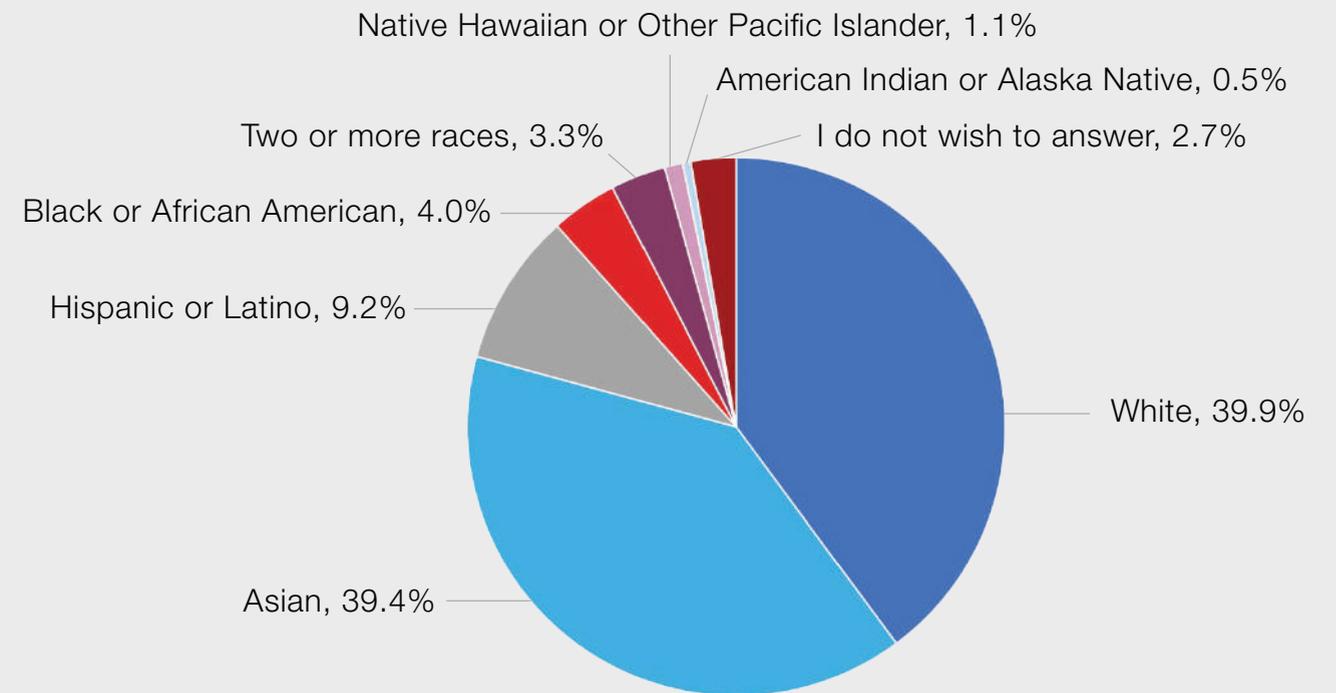
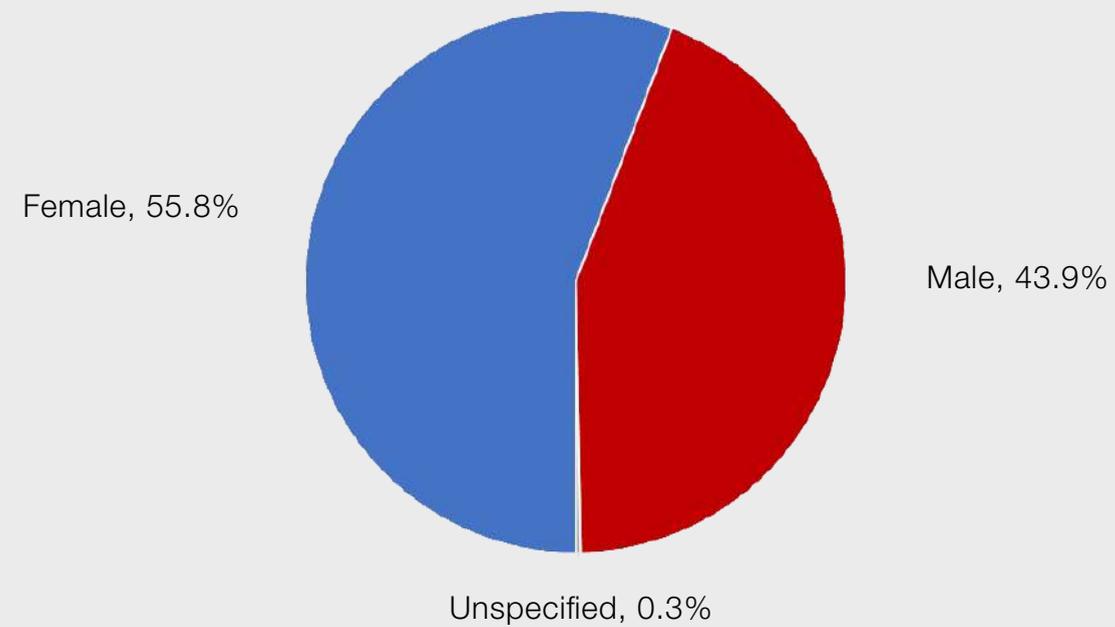
Our Tuition Reimbursement Policy supports the professional growth and development of our employees by providing financial assistance for educational courses and programs. With certain conditions, Guardant will reimburse the cost of tuition, books, and lab fees up to a maximum of \$5,250 USD per calendar year for approved undergraduate or certificate level courses, and a maximum of \$7,500 USD per calendar year for approved graduate level courses. The Tuition Reimbursement Policy is designed to provide eligible employees the opportunity to pursue additional education in courses that will help them excel in their current position and prepare for their next potential role.



Diversity & Inclusion

We believe in a culture of diversity, openness, and investing in people. Our success relies on the diversity of backgrounds and ideas that inspires creativity and helps us create the innovative technologies our patients need. We strive to ensure a workplace where our differences are valued and every team member feels included and empowered.

We are proud to employ a diverse workforce that, as of December 31, 2022, was approximately 60% non-White and approximately 56% female.



In 2021, we added two women to our Board of Directors, and women currently hold 43% of the independent director seats on our Board.

With support of the Board, Guardant is developing company-wide initiatives focused on employee recruitment, retention, engagement, employee financial wellness, pay equity, and diversity and inclusion initiatives.

In 2022, our management team engaged a diversity consultant to conduct an internal review of Guardant’s current diversity and inclusion efforts and assist in developing our long-range strategic plan and programming. As part of our efforts to promote diversity and inclusion across the company, we provide online training for overcoming unconscious biases. We celebrate and encourage our employees to connect with each other through employee resource groups, namely our Diversity Network Alliance (DNA) groups. DNA groups engage employees with varied backgrounds to provide a collective voice around shared issues and foster a respectful workplace for all employees.

Our DNA Groups include:



Empowering people of color at Guardant through fellowship and professional development.



Empowering women at Guardant with the tools to network, learn, support, and collaborate with each other in order to further careers and personal development.



Assisting with reintegration, networking, and career development and provide general support to veterans within the Guardant family. We aspire to build a comradery and community which can also help with bringing in other service members as hireable candidates.



Cultivating an environment where Guardant LGBTQIA+ colleagues have a sense of belonging, community, and acceptance. By showing Guardant embraces people for being their authentic selves, we will be stronger together.

Fostering an inclusive and supportive culture is essential to enabling our mission. It’s what helps us realize our potential and make the greatest impact for patients – and we want to continue to do better.

Helmy Eltoukhy,
Co-Founder and Co-CEO

Anti-Harassment

We appreciate one another's differences and strengths and we are proud to be an equal opportunity employer. We are committed to providing fair treatment to all employees and providing a workplace free of discrimination and sexual harassment. All employees are required to receive interactive training on preventing sexual harassment and abusive conduct upon assuming their position and at least once every two years thereafter.

We prohibit any discrimination and harassment on the basis of gender (including gender identity, gender expression, pregnancy, childbirth, or related medical conditions), race, color, creed, religion, national origin, ancestry, age, physical disability, mental disability, medical condition, marital status, sexual orientation, family care or medical leave status, military or veteran status, or any other basis protected by applicable law. We maintain a strict policy prohibiting unlawful harassment and will not tolerate such behavior whether committed by managers, supervisors, non-supervisory personnel, co-workers, or non-employees. In addition, we prohibit harassment by customers, vendors, independent contractors, interns, visitors, volunteers, and others who employees come in contact with while working for Guardant.

We encourage employees to promptly report any incidents of harassment so that corrective action may be taken. We prohibit any form of retaliation against employees for having reported harassment or discrimination or having assisted a co-worker for reporting discrimination. Any incidents of harassment should be directed to our People Team, which is responsible for investigating harassment complaints thoroughly and promptly. The People Team uses qualified personnel to conduct investigations in as confidential a manner as possible consistent with a full, fair, and proper process.

Employee Health and Safety

We are committed to providing a safe and secure work environment and maintaining environmental, health and safety policies that promote the health and safety of our employees and patients. We mandate continual health and safety training programs, and we have a robust employee wellness program that recognizes and supports the importance of personal health, and work-life balance. We have established standard operating procedures covering our clinical laboratory training program, laboratory biosafety (including bloodborne pathogen, aerosol transmissible disease, and chemical hygiene management), medical and hazardous waste management, and emergency action and recovery, among other procedures.

Corporate Giving

We sponsor and support numerous non-profits and patient advocacy groups that align with our mission to accelerate access to innovative care for cancer patients. Our contributions help support the work of non-profit organizations of all sizes, working in areas such as cancer research, patient support, community wellness, and STEM education. For example, we are a Corporate Partner of Life Science Cares, a collaborative effort engaging life science companies to support communities of people experiencing food and housing insecurity. We also support employee participation in volunteer engagements and encourage them to donate their time.

Some community outreach efforts our employees have participated in include:

 <p>Leukemia and Lymphoma Society Light the Night</p>	 <p>Colon Cancer Coalition's Get Your Rear in Gear</p>	 <p>Colorectal Cancer Alliance's 2022 Bottom's Up</p>
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During 2022, we donated nearly \$600,000 to non-profits to support or sponsor cancer-focused advocacy efforts, fundraisers, and events. We continue to identify important causes to support. For example, in March 2023, we donated \$25,000 to **The Blue Hat Foundation**, a colorectal cancer organization whose mission is to educate, raise awareness, and provide resources to free screenings for minority and medically underserved communities.

Other organizations include:

					
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Corporate Governance

Corporate Governance

Our Board of Directors is committed to promoting the long-term interests of all our stakeholders and recognizes the value and importance of a strong corporate governance structure. Our Co-CEO, Helmy Eltoukhy, serves as our Chairperson of the Board and is supported by a strong lead independent director. We have adopted robust Corporate Governance Guidelines to guide the Board in exercising its duties responsibly. We will continue to evaluate our leadership structure in order to ensure it aligns with and supports the evolving needs and circumstances of the company and our stakeholders.

Our Board has been actively engaged in a comprehensive review of its corporate governance practices and is taking steps to strengthen and enhance those practices in response to stakeholder feedback.

In 2022, the Board made a number of meaningful enhancements to the company's corporate governance structure, including:

- 01** Amending the Nominating and Corporate Governance Committee's charter to enhance the committee's oversight of (i) corporate social responsibility, including environmental, social and governance ("ESG") matters, (ii) ethical compliance, including management's efforts to monitor compliance with the Company's Business Code of Conduct and Ethics, and (iii) information technology and cybersecurity initiatives, particularly those that relate to healthcare regulatory compliance.
- 02** Amending the Code of Conduct to increase the breadth and specificity of standards to be upheld by all directors, officers, and employees of the company, including adding and refining guidelines regarding conflicts of interest, business records, gifts and favors, antitrust practices, political contributions, environmental protection, and personal conduct and social media practices.
- 03** Expanding disclosure in the Annual Report on Form 10-K addressing the company's human capital management and its diversity, equality, and inclusion initiatives.
- 04** Endorsing a project to develop the company's inaugural ESG Report



We recognize the value of a robust stockholder outreach program. We engage in regular, constructive dialogue with our stockholders on matters relevant to our business, including corporate governance, executive compensation, strategy, ESG issues, and human capital management. We also engaged with the research teams at proxy advisory firms Institutional Shareholder Services Inc. and Glass Lewis & Co. to hear their feedback regarding our programs. Our dialogue has led to a number of enhancements in our corporate policies and procedures that we believe are in the best interest of the company and our stockholders.

Our Board has established three committees that are entirely composed of independent directors. Please refer to each committee charter below for more information:

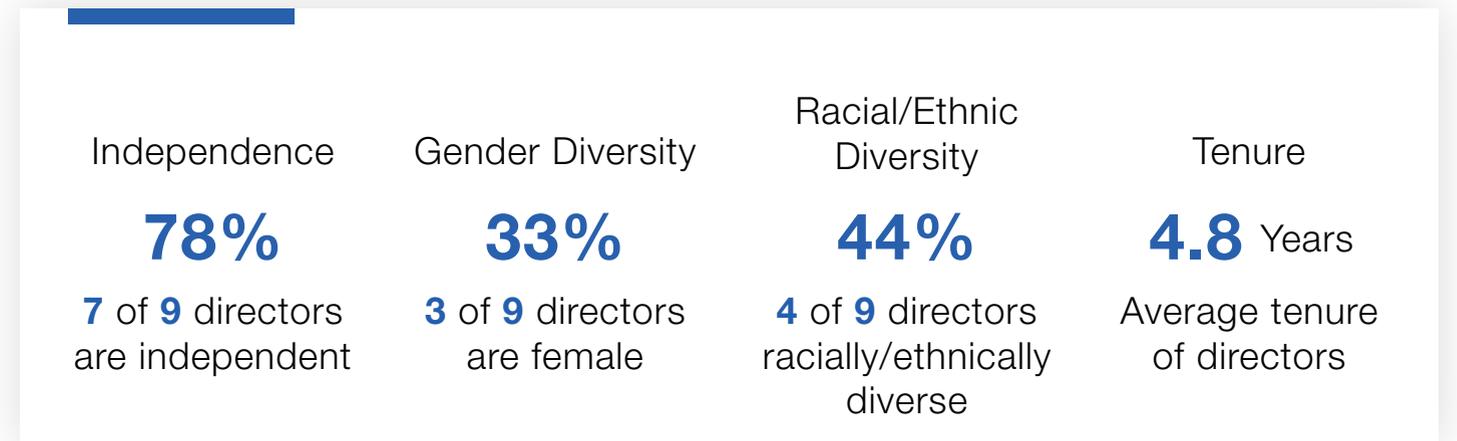
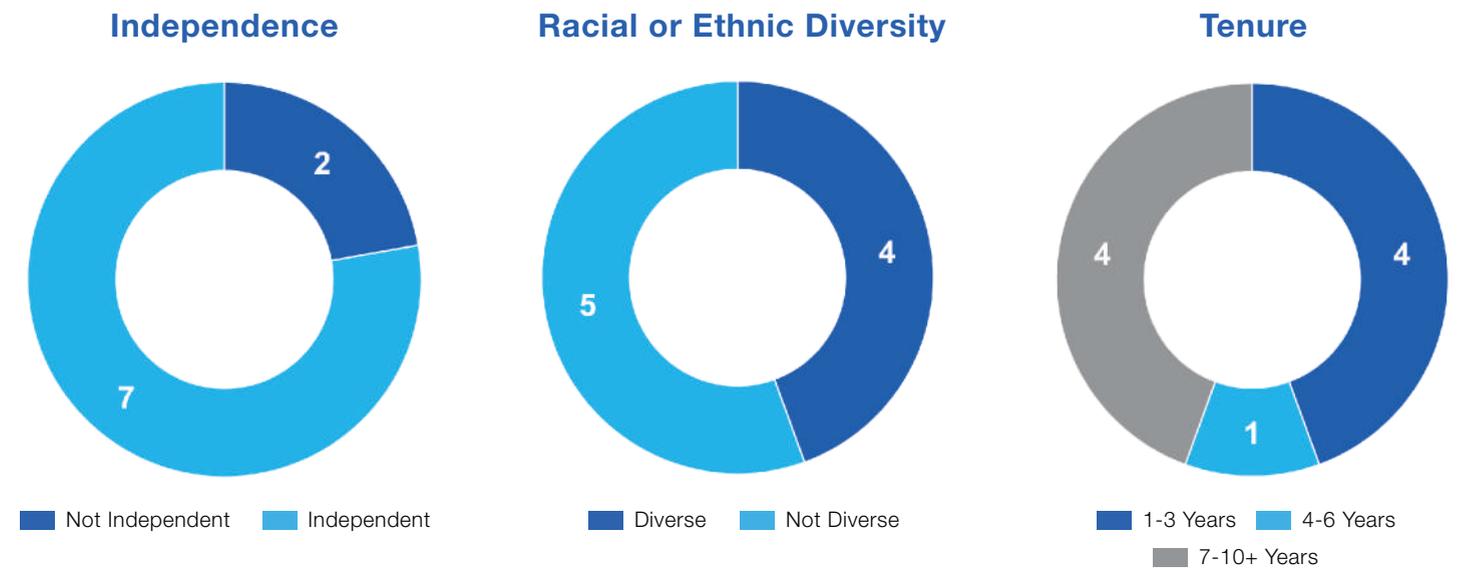
Audit Committee

Compensation Committee

Nominating and Corporate Governance Committee

Board Diversity

We are committed to enhancing the diversity of our Board so that they can exercise sound judgment using a variety of experiences, thoughts, backgrounds, and cultures. Currently, 43% of our independent directors are female and 44% of our entire Board is racially or ethnically diverse.



Business Continuity Planning (BCP) Program

Our Business Continuity Planning program (BCP) is designed to provide assurance to internal and external stakeholders about Guardant's ability to continue key business activities and ensure health and safety in the event of a disruptive incident. Our BCP management systems are aligned with the requirements set forth in ISO 22301 standards and associated guidelines.

We have a Business Continuity Steering Committee (BCSC) to oversee the program and ensure that related policies and objectives are compatible with the strategic direction of the organization. The BCSC includes business management leaders representing functions such as Risk Management, Facilities, IT, Legal, People, Clinical Operations, and Manufacturing and Supply Chain. The BCSC works to integrate BCP program requirements into business processes and promote a risk aware culture across the company. Our BCSC meets on a quarterly basis to discuss scope, objectives, and performance of the program, and our senior management team reviews the BCP program annually.

In 2022, we launched an enhanced training program for the BCP with the objective of promoting awareness of the program and establishing a culture of compliance across the company. We are constantly looking for opportunities to improve our BCP program through exercises and simulation events.





Ethics & Compliance

Ethics & Compliance

We are committed to conducting our business in accordance with the highest ethical standards and are dedicated to providing a safe, ethical, and secure work environment for all. We expect all our directors, officers, and employees to always conduct themselves with honesty and reflect the values of our organization.

Our Vice President, Legal Affairs & Chief Compliance Officer oversees our compliance program in conjunction with the Nominating and Corporate Governance Committee of the Board of Directors. The Audit Committee also oversees legal and regulatory compliance regarding matters that could significantly affect the company's business or financial statements. The Chief Compliance Officer provides quarterly updates on the compliance program to the executive leadership team and Board of Directors and holds bi-monthly compliance committee meetings with representatives from the oncology and screening divisions.

Compliance Program

Our **Business Code of Conduct and Ethics** (“the Code”) underpins our compliance program and establishes our expectations for honest and ethical conduct for the entire organization. Our compliance program is based on the Office of Inspector General’s (OIG) guidance for healthcare compliance, such as the Seven Fundamental Elements of an Effective Compliance Program. We also follow OIG guidance on interactions with healthcare professionals (HCPs) and preventing fraud and abuse. Going forward, we aim to make enhancements to our OIG compliance program and implement a risk governance and monitoring platform.

Based on OIG Published Guidance Documents



Fair Dealing, Ethical Marketing, and Interactions with Healthcare Professionals

We expect our employees to avoid improper behavior and deal fairly with all of our stakeholders, including customers, service providers, suppliers, competitors and other employees. We prohibit our employees from taking unfair advantage of anyone through manipulation, concealment, abuse of privileged information, misrepresentation of material facts, or any other unfair business practice.

As members of the Advanced Medical Technology Association (AdvaMed), we follow and fully comply with the AdvaMed Code of Ethics, which provides guidance on ethical interactions and relationships with U.S. HCPs. We strictly prohibit kickbacks or bribes and fully comply with federal, foreign, and state fraud, abuse, and anti-corruption laws.

One-on-one in-person and virtual interactions with oncologists are critical to driving adoption of our products. We require employees who work with U.S. HCPs to receive periodic compliance training that covers unethical practices, including kickbacks and bribes. We also require that our employees promote our products only in accordance with their FDA cleared or approved labels and prohibit any form of off-label promotion. The risk of off-label use lies in the promotion of our laboratory developed tests (LDTs) in the absence of FDA approval. Our employees receive extensive training on the risks of off-label promotion of our LDTs and we regularly review our marketing materials to ensure they are aligned to accurate information about our tests.

Global Anti-Corruption Policy

Our **Global Anti-Corruption Policy** strictly prohibits bribery and other improper payments across our business operations. Guardant Health employees and agents shall not make, offer, request, agree to, or accept anything of value as an inducement or reward for the improper performance of any function or business-related activity when interacting with any employee, agent, or representative of another company or entity. This prohibition applies to all business activities anywhere in the world, whether they involve government officials or involve commercial parties. Violations of our Global Anti-Corruption Policy will not be tolerated and can lead to disciplinary action including termination.

Improper payments prohibited by our Global Anti-Corruption Policy include bribes, kickbacks, excessive gifts, hospitality or entertainment, or any other payment made or offered to obtain an undue business advantage to an employee, representative of any government or political party, or any other third party. These payments should not be confused with reasonable and limited expenditures for gifts, business entertainment and other legitimate activities directly related to the conduct of our business.

As a U.S. company, we comply with the U.S. Foreign Corrupt Practices Act (FCPA), which prohibits a company or its representatives from corruptly making, paying or offering anything of value to any foreign official to persuade that official to help the company obtain or keep business or other benefits. Moreover, we comply with anticorruption laws in other jurisdictions, including the UK Bribery Act of 2010, which prohibits commercial bribery.

To date, we have not experienced any monetary losses as a result of legal proceedings associated with false marketing claims, bribery, or corruption.

Compliance Training

We have designed our compliance training program to support the expectations laid out by our Code and other compliance policies. We perform annual training sessions for all employees and role-specific refresher trainings on topics such as quality systems, privacy, and fraud. We also help ensure the health and safety of our workplace by training all employees on safe work practices.

Third Party Due Diligence

We contract with third parties to perform various functions on our behalf, such as data processing services. We require our third parties to safeguard any personal information by contract and perform extensive due diligence in third-party contracting. For example, we require all members of our Physician Education Program to be trained by the compliance team on relevant policies pertaining to interactions with Guardant customers and patients. Our distributors also received training on our internal policies, including mandatory Foreign Corrupt Practices Act (FCPA) training.

Reporting Violations of the Code of Conduct and Other Policies

We are committed to fostering an environment where our employees feel comfortable raising potential compliance concerns. We ask that our employees promptly report suspected violations of company policies, laws, regulations, and any other unethical behavior. We have established various mechanisms for employees to anonymously voice their concerns. These include a compliance telephone hotline available 24/7 and a website managed by a third-party vendor.

We take all reports of suspected violations seriously and conduct thorough investigations led by our General Counsel and other appropriate personnel, who recommend appropriate disciplinary actions. To encourage employees to report any and all violations, we prohibit retaliation for reports made in good faith.

Lobbying

Our government affairs and patient advocacy team, led by our Vice President of Government Affairs, collaborates with policymakers to support legislation that broadens access to testing. For example, our team has promoted multiple campaigns to pass state laws that mandate coverage for biomarker testing. To date, our political contributions have been modest and are primarily focused on conducting educational sessions for elected officials. Some members of our Government Affairs team are registered lobbyists, and we file lobbying disclosures with federal and state governments as required. We are also members of industry associations that may conduct lobbying activities, including:





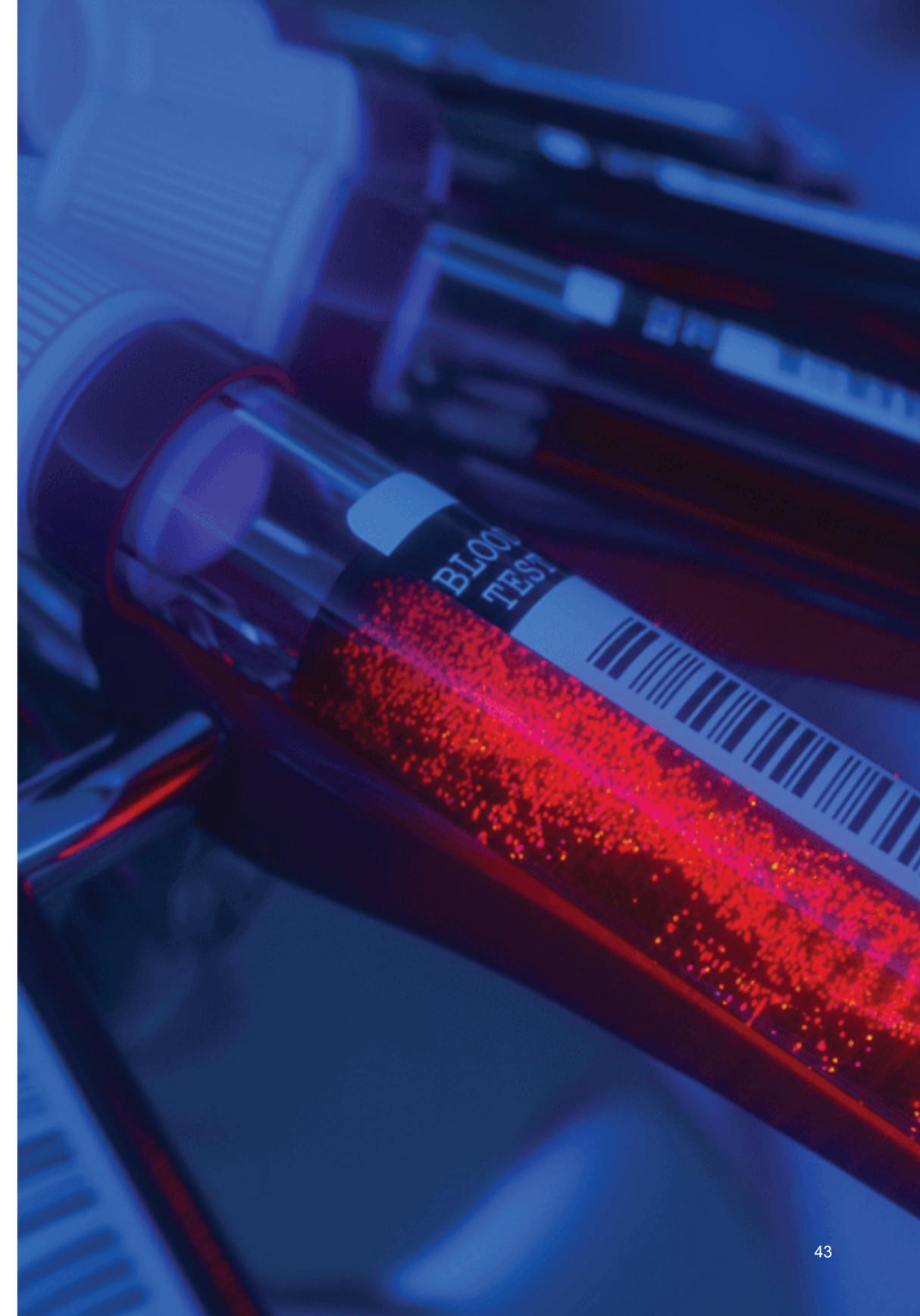
Information Security

Information Security

As part of our mission to conquer cancer with data, we harness important health information to make it actionable for routine clinical use. We are committed to safeguarding the privacy and security of data we collect, including protected health information (PHI), personally identifiable information (PII), financial information, intellectual property, and other personal information. We devote significant resources to securely processing, storing, maintaining, and transmitting this critical information because it is vital to our ability to build trust with patients and safeguard sensitive information.

Oversight

The Nominating and Corporate Governance Committee of our Board of Directors oversees Guardant's cybersecurity program and receives briefings from management on the company's security protocols and risks at least twice per year. Our full Board is updated on our practices annually and as-needed in response to industry or company specific developments or material events. Our Security Officer, Privacy Officer, and Data Protection Officer manage and oversee privacy and security across the company.



Cybersecurity Protection and Risk

We depend on information technology and telecommunications systems for significant elements of our operations, including our laboratory information management system, our computational biology system, our knowledge management system, our customer reporting, and our GuardantConnect software platform. We have implemented physical, administrative, and technical safeguards to protect the confidentiality, integrity, and availability of all Guardant data, including patient information. These safeguards include facility and data access control, password protection, encryption, and security monitoring tools and protocols.

We manage and maintain our applications and data utilizing a combination of on-site systems and cloud-based data centers. We utilize external security and infrastructure vendors to manage parts of our data centers. We take reasonable measures to protect sensitive data from unauthorized access, use, modification, or disclosure.

We have aligned our cybersecurity policies and governance structure to the National Institute of Standards and Technology (NIST) Cybersecurity Framework (CSF). Our Information Security Policy references the following third party standards:

- NIST Special Publication 800-53 Security and Privacy Controls for Federal Information Systems Organizations
- ISO/IEC 27002:2013 – Information Technology - Security techniques – Code of practice for information security controls

We are continually enhancing our processes and strengthening our technology to protect our data, such as:



Employing best-practice precautions to safeguard information and protect our patients' data



Measuring and maturing our cybersecurity capabilities and actively monitoring risks posed by threat actors



Refreshing our data privacy and security policies at least annually



Using proactive defense practices against the ever-evolving cyber threat landscape



Providing annual company-wide data privacy and security training to all employees

As a part of the company's Risk Management Process, we conduct routine assessments of the potential risks and vulnerabilities to the company's assets and data. We perform annual cybersecurity penetration tests to identify and document issues and create remediation plans accordingly. We implement security measures sufficient to reduce identified risks to reasonable and appropriate levels. Through our Security Management Process, we have implemented policies and procedures to prevent, detect, contain, and correct information security violations.

Managing Personal Information

We take reasonable steps to ensure that personal information we collect is relevant to its intended use, accurate, complete, and current, and we obtain the minimum amount of information necessary to provide our healthcare services.

We are a covered entity under the Health Insurance Portability and Accountability Act (HIPAA) and comply with its requirements to protect the privacy and security of PHI. As required by HIPAA, we provide individuals with certain rights with respect to their health information and comply with HIPAA's rules surrounding privacy, security, and breach notification. For more information on our approach to privacy, please refer to our [Privacy Policy](#) and [Notice of privacy practices under HIPAA for US residents](#).

Our Workforce Security and Information Access Management standards are designed to ensure that only employees who are required to work directly with PHI to perform their job functions have access to it. This applies to relevant employees upon hire and covers initial access authorization, modifications to access during employment, and exit procedures to ensure that employees can no longer access PHI after a role change within the company or departure. We conduct periodic internal and third-party compliance audits of our privacy practices, procedures, and data processing systems. All employees are assigned trainings for compliance with HIPAA and other privacy laws upon hire.

Incident Response Procedures

Our Security Incident Response Procedure is designed to identify and respond to suspected or known security incidents; mitigate, to the extent practicable, harmful effects of security incidents that are known; and document security incidents and their outcomes including post-mortems to create a cycle of continuous review and improvement. We also have a documented contingency plan to restore access to our information systems in the event of a security incident and we maintain insurance coverage for certain potential claims, liabilities, and costs relating to security incidents. We continuously monitor and evaluate our existing cybersecurity procedures and revise them according to the standards we determine are necessary to adequately protect our applications

Training

We provide annual data privacy and security training across the company and issue periodic security reminders to all employees. Our employees are trained on topics such as data sensitivity, privacy requirements, password management, best practices for avoiding social engineering attacks, avoiding malicious software, and their responsibilities for protecting Guardant assets. We also conduct PHI and PII specific trainings for employees whose job functions require them to manage such information. We raise awareness of cybersecurity with all employees, regardless of their role, during our annual Cybersecurity Awareness Month, which includes activities and trainings that employees can voluntarily participate in.

Looking Ahead

We continue to prioritize information security and the development of practices and controls to protect our systems. As cyber threats evolve, we intend to extend the capabilities of both our preventative and detective security controls by augmenting our monitoring and alerting functions, our network design, and the automatic countermeasure operations of our technical systems.





Environmental Sustainability

Environmental Sustainability

We believe that our duty to serve patients well means we must also act responsibly in our surrounding environment. We are committed to better understanding our impact on the environment and have begun developing processes to measure key data and metrics from across our global operations. To inform and guide our efforts, in 2022 we completed a third-party survey assessment of our management systems and processes covering various sustainability issues. Results from this assessment, including identified improvement plans, are being evaluated for potential incorporation into our Long-Range Planning (LRP) activities.

Our Facilities

We operate three primary laboratory facilities in the U.S., which are all based in California. We are constantly working to evolve our laboratory systems by developing products with enhanced automation techniques. By streamlining laboratory operations with automation, we are able to reduce manual labor, which in turn reduces the amount of waste, personal protective equipment, and other materials used by our personnel during the product development process. For example, a significant portion of our plastic waste is derived from pipetting, and we have implemented robotic pipetting to optimize these processes. We have also installed LED lighting and energy-efficient light timers throughout our facilities. At our Palo Alto facility, solar energy panels installed on our roof support our electricity needs. We also provide electric vehicle charging stations for our Palo Alto employees. To reduce non-hazardous plastic waste at our facilities, we have introduced biodegradable, compostable materials to replace plastic where possible.

Environmental Protection

We are committed to managing and operating our business in a manner that is protective of human health and safety and the environment. We comply with all environmental protection laws in the jurisdictions in which we operate and have developed procedures to responsibly manage the handling and disposal of medical and hazardous waste. We have contracted with a licensed hazardous waste management company to properly dispose of our hazardous and medical waste from our facilities on a weekly basis. To date, we have not had any environmental violations or penalties as a result of our activities.





GUARDANT™

