

ALPHA TEKNOVA, INC.

DISCLOSURE COMMITTEE CHARTER

This Disclosure Committee Charter (this “*Charter*”) has been approved by the Company’s Board of Directors and adopted by the Chief Executive Officer, Chief Financial Officer and General Counsel (the “*Senior Officers*”) of ALPHA TEKNOVA, INC., a Delaware corporation (the “*Company*”).

A. PURPOSE.

It is the Company’s policy that all public disclosures made by the Company should be accurate and complete, fairly present in all material respects the Company’s financial condition and results of operations, and be made on a timely basis as required by applicable laws and securities exchange requirements.

B. RESPONSIBILITIES.

The Disclosure Committee of the Company (the “*Committee*”) shall assist the Senior Officers in fulfilling their responsibility for oversight of the accuracy, completeness and timeliness of the public disclosures made by the Company by taking responsibility for the following tasks, in each case subject to the supervision and oversight of the Senior Officers:

(a) Designing, establishing and maintaining controls and procedures (which may include controls and procedures currently used by the Company) that are designed to ensure that:

- (i) information required to be disclosed by the Company to the Securities and Exchange Commission (the “*SEC*”) and other information that the Company publicly discloses is recorded, processed, summarized and reported accurately and on a timely basis in accordance with all legal rules and regulations applicable thereto (including, without limitation, Regulation FD (Fair Disclosure)); and
- (ii) information is accumulated and communicated to management, including the Senior Officers, as appropriate to allow for timely decisions regarding such disclosure (collectively, the “*Disclosure Controls and Procedures*”).

(b) Monitoring the integrity and effectiveness of the Disclosure Controls and Procedures and the Company’s internal control over financial reporting.

(c) Participating in discussions and making recommendations to the Senior Officers regarding decisions related to the materiality of information and the determination of disclosure obligations with respect to Disclosure Statements (as defined below). Generally, the Committee should serve as a central point to which material information should be directed and a resource when people have questions regarding materiality and disclosure requirements.

(d) Supervising the preparation of and reviewing the Company’s:

- (i) periodic and current reports, proxy statements, information statements, registration statements and any other information filed with the SEC;
- (ii) press releases containing financial information, earnings guidance, information about material acquisitions or dispositions, information about joint ventures or partnerships, information about clinical trials, regulatory matters or product developments or other information material to the Company's securityholders;
- (iii) presentations to analysts and the investment community;
- (iv) presentations of financial information or earnings guidance and other presentations to the public, securityholders or the investment community; and
- (v) disclosure relating to the Company's results of operations and financial position or its securities posted to the Company's website (clauses (i) through (v), collectively, the "**Disclosure Statements**").

(e) Evaluating the effectiveness and integrity of the Disclosure Controls and Procedures for the Company's Annual Reports on Form 10-K and Quarterly Reports on Form 10-Q (collectively, the "**Periodic Reports**").

(f) Evaluating the effectiveness and integrity of the Company's internal control over financial reporting in connection with the filing of the Periodic Reports.

(g) Conducting periodic discussions with the Senior Officers regarding the Committee's proceedings, the preparation of the Disclosure Statements and the Committee's evaluation of the effectiveness of the Disclosure Controls and Procedures and the Company's internal control over financial reporting.

(h) Providing a certification to the Senior Officers prior to the filing of each Periodic Report as to:

- (i) the Committee's conclusions regarding its evaluation of the effectiveness of the Disclosure Controls and Procedures and the Company's internal control over financial reporting; and
- (ii) any other matters that the Senior Officers may request.

(i) Reviewing and reassessing this Charter annually and recommending any proposed changes to the Senior Officers for approval.

The Committee shall base the design and implementation of the Disclosure Controls and Procedures on the following:

(a) *Control environment*, including (i) the integrity, ethical values and competence of the Company's officers and employees, management's philosophy and operating style; (ii) the manner in which management assigns authority and responsibility and organizes and develops the Company's employees; and (iii) the attention and direction provided by the by the Audit Committee of the Board of Directors (the "**Audit Committee**") and its Board of Directors.

(b) *Risk assessment*, including the identification and analysis of relevant risks to achievement of accurate and timely disclosure, forming a basis for determining how the risks should be managed.

(c) *Control activities*, which ensure that necessary actions are taken to address risks to achievement of the objectives.

(d) *Information and communication*, including steps that ensure information is delivered and communication provided down, across and up the organization.

(e) *Monitoring*, to assess the quality of the system over time through ongoing monitoring and separate evaluations, including through regular management supervision, with reporting of deficiencies upstream.

In discharging its duties, the Committee shall have full access to all Company books, records, facilities and personnel, including the Company's Board of Directors, Audit Committee, internal auditors, independent registered public accounting firm and counsel.

C. ORGANIZATION AND POWERS.

The membership of the Committee shall consist of the Senior Officers and such other officers and employees of the Company as determined by the Committee who have an interest in serving on, and the expertise to serve on, the Committee, including the principal accounting officer (or the controller), the general counsel or other senior legal official with responsibility for disclosure matters, and, to the extent applicable, the principal risk management officer, the chief investor relations officer (or an officer with equivalent responsibilities) and any other officers or employees as deemed appropriate from time to time by the Senior Officers. Such members may be replaced, or new members added, at any time and from time to time by the Senior Officers. In addition, each member of the Committee may appoint in writing a designee or designees who can act on such member's behalf with respect to one or more of such member's responsibilities hereunder.

Notwithstanding the foregoing, the Senior Officers, at their option, may, at any time, assume any or all of the responsibilities of the Committee identified in this Charter or may designate two or more Committee members (at least one of whom shall be an attorney with expertise in SEC rules and regulations with respect to disclosure and at least one of whom shall be knowledgeable about accounting and SEC financial reporting) who shall have the power, acting together, to review and approve Disclosure Statements (other than Periodic Reports) when time or other circumstances do not permit the full Committee to meet.

The Committee shall meet at the request of any Committee member and as frequently as necessary to:

(a) Review, and ensure the accuracy and completeness of, the Disclosure Statements.

(b) Evaluate the Disclosure Controls and Procedures and the Company's internal control over financial reporting and determine whether any changes to the Disclosure Controls and Procedures or the Company's internal control over financial reporting are necessary or advisable in connection with the preparation of the Company's upcoming Periodic Reports or other Disclosure Statements, taking into account developments since the Committee's most recent meeting, including

changes to the Company's organization and business lines and any change in economic or industry conditions.

The Company's General Counsel shall serve as chairperson of the Committee (the "**Chairperson**"). The Chairperson shall be responsible for scheduling and presiding over meetings and preparing agendas. Additionally, the Chairperson shall be the liaison to the Audit Committee. The liaison shall be responsible for ensuring that all questions, comments and concerns of the Audit Committee related to disclosure issues are properly communicated to the Committee and that all questions, comments and concerns of the Committee related to disclosure issues are communicated to the Audit Committee, as appropriate.

The Committee may solicit input from officers and employees throughout the Company as necessary to carry out its responsibilities as set forth in this Charter. The Committee may also consult with the Company's outside counsel and independent registered public accounting firm from time to time as deemed appropriate by the Committee in discharging its responsibilities. Representatives of such counsel and such accounting firm, and any other person or persons deemed appropriate by the Committee, may attend meetings of the Committee upon invitation by the Chairperson.

D. OTHER RESPONSIBILITIES.

The Committee and the Senior Officers shall also ensure that any Company disclosure concerning the Company's compensation practices is presented to the Compensation Committee of the Board in advance to review and approve, including:

(a) any disclosure concerning retirement, resignation or termination of employment for any "named executive officer" (as defined in Item 402(a)(3) of Regulation S-K, or any successor rule thereto);

(b) any disclosure concerning the entering into or material amendment of any material plan, contract or arrangement with any Senior Officer, or the entry into any such plan, contract or arrangement with a person who shall be a Senior Officer;

(c) any disclosure concerning the entering into or material amendment of any material plan, contract, or arrangement made in connection with the election of a new director of the Company; and

(d) any disclosure concerning the entering into, adoption or material amendment of a material compensatory plan, contract or arrangement in which a Senior Officer or other "named executive officer" is a party or has received a material grant or award under such plan, contract or arrangement.

E. QUESTIONS; INTERPRETATION.

Any questions of interpretation of this Charter or questions regarding the Committee's procedures, responsibilities and powers shall be determined by a Senior Officer.

F. REVIEW; AMENDMENT.

This Charter will be subject to the periodic review of the Committee. The Committee will be responsible for the review of the compliance procedures in place to implement this Charter and will recommend clarifications or necessary changes to this Charter to the Senior Officers for approval, subject to periodic ratification by the Audit Committee. The Company anticipates that modifications to this Charter will be necessary from time to time as the Company's needs and circumstances evolve, and as applicable legal or listing standards change. The Company reserves the right to amend, supplement or discontinue this Charter and the matters addressed herein, without prior notice, at any time.

Adopted on June 14, 2021

Effective on June 29, 2021