families of hope

Making stem cell transplants accessible to the poor and previously disadvantaged

CSI Policy

21 September 2015
Vision

Next Biosciences vision is to empower people to take personal ownership of their health.

Mission

Next Biosciences mission is to innovate and invest in future health possibilities that combine medicine, science and technology.

CSI Statement

We believe in giving back to society by supporting poor and needy families from previously disadvantaged backgrounds to access the potential of stem cell transplants.
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The first stem cell transplant was a bone marrow transplant in 1968, but it was only ten years later in 1978 that stem cells were discovered in human cord blood. For the next twenty years animal based research allowed medical scientists to explore the overwhelming positive potential in using stem cells to treat serious life threatening diseases. Today stem cell transplants and therapies are being used to treat a wide variety of serious illnesses globally, and new uses are constantly being discovered in on-going pioneering research programmes.

In Africa, there are no public banking facilities, although efforts are being made to set one up. This makes stem cell transplants on the continent predominantly available to only those who can afford private medical costs, as recommended by progressive medical specialists.

In order to help make cord blood stem cell transplants available and accessible, Next Biosciences have introduced a CSI programme and policy to:

- Make stem cell transplants more accessible to needy beneficiaries who do not have private medical cover.
- Support charities that are working with seriously ill children with diseases that could benefit from stem cell transplants.
- Support the public sector medical community to develop skills and knowledge around stem cell collection, storage, therapies and transplants.
- Gather evidence to support the establishment of a public stem cell bank where more African lineage stem cells can be made available to a broader patient base in future.

This is the Netcells CSI Policy as of September 2015.
Key Highlights of the Policy

<table>
<thead>
<tr>
<th>Policy element</th>
<th>Next Biosciences commitment</th>
</tr>
</thead>
<tbody>
<tr>
<td>Level of Investment</td>
<td>For every 100 Private Stem Cell banking clients, Next Biosciences will commit to supporting one beneficiary in the collection, storage, testing and release (if a match) of stem cells.</td>
</tr>
<tr>
<td>Beneficiary focus</td>
<td><strong>Children</strong> from poor and needy backgrounds with serious diseases that could be treated with stem cell transplants (if there is a match). Charities that work with children with serious illnesses that may be treated with Stem Cell transplants (if there is a match). Public health staff that will be trained in the effective collection of stem cells for storage purposes.</td>
</tr>
<tr>
<td>Sector Focus</td>
<td>Health</td>
</tr>
<tr>
<td>Best Practice</td>
<td>ISO 26000 CSI standard</td>
</tr>
</tbody>
</table>
| Measurement              | 1. Number of families assisted.  
2. Amount of money donated to charities working with sick children.  
3. Number of public sector staff trained in stem cell collection.  
4. Number of public sector medical specialists newly exposed to stem cell transplants.  
5. Progress on public stem cell banking facility.                                                                                                                                                                           |
| Marketing                | Branded under the “Families of Hope” programme. Actively communicated and marketed to stakeholder groups.                                                                                                                                                                       |
| Reporting                | Annually against GRI Guidelines                                                                                                                                                                                        |
Definition of CSI

Defining Corporate Social Investment (CSI) for Next Biosciences

CSI is defined as grant making; social investing; social responsible investing; ethical investing; values-based investing or mission-based investing. Corporate Social Investment is based on the premise of wealth distribution. This is business’ response to what is globally referred to as the “Voice of Society” that demands that companies, especially those who have benefited from privatisation or past inequalities, should share their affluence and distribute their business benefits, to ensure the growth of a more stable, sustainable and competitive economic environment for all. Companies that execute CSI activities effectively are regarded as good corporate citizens that ensure true transformation of the socio-economic environment.

Next Biosciences subscribes to this definition of CSI and are committed to donating services, knowledge and skills to make stem cell transplants more accessible on the African context.

CSI programmes do not necessarily form a primary element of Next Biosciences marketing initiatives and are not expected to directly increase profits, but are integral to the organisation’s core business and sustainability and should strengthen the brand; increase interest and knowledge around the importance of stem cell transplants for serious illnesses, and subsequently lead to a measurable Return on Investment for the organisation over the long-term.
This policy has taken into account and follows these governance and compliance requirements:

a) King III Code Chapter 1 notes on ethical leadership
b) The international standards for Social Responsibility guidelines as set out in the ISO 26000
c) Global integrated reporting requirements following the GRI Guidelines
d) The Department of Trade and Industry codes of Good Practice in terms of BB-BEE compliance
e) Managing a positive reputation for the organisation and supporting the vision of Next Biosciences
f) Ensure that collaborative efforts with stakeholders are embarked upon to promote ethical conduct and good corporate citizenship
g) Ensure that measurable corporate citizenship programmes are implemented
h) Ensure that management develops corporate citizenship policies which should be freely available to stakeholders and interested parties

In line with this commitment, a copy of this policy will be available on the web-site www.nextbio.co.za, along with information and reports on CSI interventions.

4.2 International Standards ISO 26000

Next Biosciences commits to engaging with the International Standards Guideline for Social Responsibility: www.iso.org. While the standards are not a formal accreditation, the standard will be used to guide the organisation in terms of principles of social responsibility, core subjects, engaging stakeholders and integrating social responsibility through the organisation.

The seven principals of Social Responsibility adopted by Next Biosciences are:

1. Accountability
2. Transparency
3. Ethical behaviour
4. Respect for stakeholder interests
5. Respect for the rule of law
6. Respect for international norms of behaviour
7. Respect for human rights
Next Biosciences commits to ensuring that CSI is actively communicated and promoted throughout the organisation, increasing understanding of social responsibility, enhancing CSI credibility and promoting volunteerism.

Next Biosciences will work with the guidelines in ISO 26000 in terms of processes and projects in terms of achieving best practice and have incorporated relevant thinking in the processes and procedures for CSI.

4.3 Commitment to GRI Reporting

In line with the commitment to integrated reporting, Next Biosciences will report annually at the end of each financial period on CSI investment and impact, using the global standards for reporting as outlined in the GRI Sustainability Reporting Guidelines Version 3.1 available from www.globalreporting.org.

Next Biosciences CSI Annual Report will include standard disclosures such as:

- Strategy & Analysis: A statement from the most senior decision maker on the CSI programme; An overview of the CSI strategy and approach; A description of key impacts, risks and opportunities
- Organisational information: Executive involvement in CSI – including where projects operate; number of employees involved in CSI; significant changes in the period and any awards won for CSI projects; Contact point for anybody wishing to ask questions about the information in the report.
- Report parameters: Data measurement techniques used and basis for reporting including any limitations.
- Governance, commitment and engagement: Overview of governance processes against corruption and nepotism in executing the CSI programme; memberships to relevant associations; list of stakeholders engaged by the organisation with respect to the CSI programme and key topics or material issues raised by stakeholders.
- Performance Indicators: Reporting of CSI programmes against each of the 6 categories where the project has a significant impact or influence to the organisation as follows:
  1. Environment
  2. Human Rights
  3. Labour Practices & decent work
  4. Society
  5. Product Responsibility
  6. Economic
Annual CSI Reports will be made available as a PDF on the Next Biosciences web site.

In addition Next Biosciences will also prepare a quarterly update on the CSI programme for Board scrutiny, elements of which will be communicated through newsletters and public relations channels.

4.4 DTI Codes of Good Practice – BB-BEE

Next Biosciences recognises that CSI investment complies with the Department of Trade & Industry Codes of Good Practice (2013) and specifically can be reported under code series 700 – Socio-Economic Development (SED) where a maximum of 5 points (out of a possible 118) can be claimed.

4.5 CSI as a positive driver of Reputation

Next Biosciences recognise that a successful CSI programme will benefit the organisation as a whole. The association of the Next Biosciences brand with worthy causes will support and assist the organisation in achieving its strategic objectives. The CSI Policy is aligned to Next Biosciences vision of being “Africa’s leading Biotech Company, innovating and investing in future health.”

Next Biosciences further acknowledge that CSI alone will not be successful in building the organisational reputation without equal focus and effort in all areas affecting reputation. The following seven reputation drivers (as identified by the international Reputation Institute) that Next Biosciences strives to deliver upon are:

1. Being a good corporate citizen to our communities and to our environment
2. Providing quality products and services in the stem cell industry
3. A commitment to innovation - in our approach, processes and thinking
4. Ensuring our workplace is stimulating and rewarding – a place of growth and learning
5. Promoting our visionary strategic leadership team
6. A commitment to best practice in governance and reporting
7. Consistent improvement in performance in both financial & non-financial results

CSI is therefore seen as an integrated element of the Next Biosciences organisational reputation strategy.

4.6 Tax Benefits from CSI

Next Biosciences recognise that they will receive Tax deductions under section 18A of the Income Tax Act when donating to registered charities. Currently a 10% tax deduction will be claimed on donations made to a public benefit company by Next Biosciences, and the policy is to ensure that this benefit be reinvested in the CSI programme.

For future noting, Next Biosciences may consider setting up a CSI Foundation for the purpose of distributing funds to public benefit companies (NGO’s NPOs and CBOs), 75% of these donations could then qualify for tax deductions under section 18A of the Income Tax Act, but the funds must be distributed in the next year of assessment and cannot be held in the Foundation.
CSI Policy Statement

Next Biosciences is a private biotech business located in Johannesburg, South Africa. Our CSI policy is to help improve access to stem cell banking and therefore the potential transplants of poor and disadvantaged families; to share knowledge on stem cell applications and impart skills around stem cell banking.

Our CSI projects are chosen to allow the organisation to support poor and needy families with no or limited private medical cover, as well as public health professionals and facilities to access the possibilities of stem cell transplants. The beneficiary focus of CSI will be primarily seriously ill children and the supporting public health staff and charities working with them.

Next Biosciences will not look at corporate social investment which:

- Marginalises race or gender;
- Is aligned to a political party, candidate or movement;
- Supports religious groups where the purpose is furthering religious doctrine;
- Is supported by a competitor stem cell storage company
- Does not have an NGO or NPO status and the correct compliance credentials

5.1 Conflict of Interest Policy

Beneficiaries: CSI beneficiaries must disclose any association or involvement with Next Biosciences employees. This includes disclosure of relatives, friends and previous associations. Next Biosciences reserves the right to prioritise beneficiaries who are related to employees, as this is integral to their commitment to their employees.

Charities: Next Biosciences will not support charities where the members of the CSI secretariat or CSI Advisory Board are directly involved as trustees or directors. Next Biosciences also reserves the right not support charities where employee’s friends or families are involved.
Next Biosciences are committed to supporting at least one needy child for every 100 private patients banking stem cells with their facility. It is expected that the majority of this investment will be directed to children from previously disadvantaged communities.

The CSI investment will be committed as follows:

- 100% of the budget will go towards identified beneficiaries to collect, store, test and provide stem cells (if they are an HLA match) to medical specialists for transplants.
- Any donated Gynae Procedural fees accrued during the year and not spent on beneficiary support in a financial year will be donated at the beginning of the next financial year to aligned, registered charities (such as CHOC) working with seriously ill children.
- Public sector skills transfer, marketing and information sharing, measurement and the production of an annual CSI report will be covered under the Next Biosciences operating budgets on an annual basis.
The Netcells CSI policy approach is to work with our key stakeholder groups to engage and encourage more people to donate to, and to support the Netcells CSI Families of Hope programme. The objective will be to treat and support more beneficiaries. The table below outlines the stakeholders we work with and the amplifying role they play in our CSI programme:

<table>
<thead>
<tr>
<th>Stakeholder</th>
<th>CSI Engagement Policy</th>
<th>Amplifying role</th>
</tr>
</thead>
<tbody>
<tr>
<td>Gynaecologists</td>
<td>Encourage Gynaecologists to waiver their Stem Cell collection fees, and to donate these to the CSI programme. For every 20 collection fees donated we will be able to assist 1 needy beneficiary.</td>
<td>Collection fees are added to the CSI programme budget to support more beneficiaries.</td>
</tr>
<tr>
<td>Customers</td>
<td>We will advise customers that 1% of their stem cell banking fees are donated towards the helping seriously ill children who are from poor and disadvantaged backgrounds. In addition, we encourage our private customers to also: • Consider a further cash donation towards the CSI programme to support a needy family. • Consider donating or sharing their stem cells to an unrelated patient should the need arise.</td>
<td>Customer donations are added to the CSI programme budget to support more beneficiaries.</td>
</tr>
<tr>
<td>SANBS (South African National Blood Service)</td>
<td>Encourage our partner to undertake the HLA testing at no charge to the patient or to Next Biosciences as their CSI contribution.</td>
<td></td>
</tr>
<tr>
<td>Courier and transport stakeholders</td>
<td>Approach our courier partners to transport stem cells to our facility at no charge to Next Biosciences as their CSI contribution to the programme.</td>
<td></td>
</tr>
</tbody>
</table>
Next Biosciences work with two structures to support the CSI Programme:

8.1 CSI Secretariat

The CSI Secretariat are the main drivers, managers and custodians of the CSI programme, and is comprised of four main members who are employees of Next Biosciences as follows:

<table>
<thead>
<tr>
<th>Next Biosciences Position</th>
<th>Role</th>
<th>Individual</th>
</tr>
</thead>
<tbody>
<tr>
<td>Medical Director</td>
<td>• To engage and promote the CSI programme with key stakeholders</td>
<td>Dr Yvonne Holt</td>
</tr>
<tr>
<td>Medical Officer</td>
<td>• To screen and undertake the primary investigations on the suitability of the beneficiary for the CSI programme.</td>
<td>Dr Michelle Mason</td>
</tr>
<tr>
<td></td>
<td>• Engaging the medical teams for the mother and child to confirm buy-in and support.</td>
<td></td>
</tr>
<tr>
<td></td>
<td>• To be the medical mentor for any skills transfer required.</td>
<td></td>
</tr>
<tr>
<td></td>
<td>• To ensure that the CSI scorecard has been completed and that any and all documents, release and consent forms have been obtained from the beneficiary to make a decision.</td>
<td></td>
</tr>
<tr>
<td>Marketing &amp; Communications Manager</td>
<td>• Preparing inspirational information and storytelling on the beneficiary for sharing once the beneficiary has been approved.</td>
<td>Ms Catherine Brazier</td>
</tr>
<tr>
<td></td>
<td>• Preparing quarterly reports on the CSI programme and an annual report on the outcomes of the programme.</td>
<td></td>
</tr>
<tr>
<td>Financial Manager</td>
<td>• To ensure that the financial requirements for the beneficiary are in place and can be covered by the CSI funds.</td>
<td>Ms Carina Neophytou</td>
</tr>
<tr>
<td></td>
<td>• To prepare annual financial reports on the CSI programme.</td>
<td></td>
</tr>
</tbody>
</table>
The role of the secretariat is to manage all the administration and communication around the CSI programme according to the CSI policy. The Secretariat is the decision making body for the CSI programme.

8.2 CSI Advisory Board

In addition to the Secretariat, the CSI Advisory Board oversees the Netcells CSI Families of Hope programme. The Advisory Board meets on an annual basis to help craft and guide the strategic direction for the Families of Hope programme and to sign off on the annual report. External board members are also called upon from time to time for their expert advice and guidance regarding beneficiaries or strategic approach to be taken with the Netcells CSI programme.

External members of the Advisory Board are invited to serve on the board by the Medical Officer of Next Biosciences. External Advisory Board members are asked to commit to a two-year term, and are not expected to serve more than 5 years on the Advisory Board to allow for refreshed thinking and approaches to the CSI strategy.

Members of the Advisory Board are encouraged to work on a voluntary basis, but can be remunerated for their professional time at the attendance of the annual meeting. Members are asked to donate additional time to the Families of Hope programme as their schedules permit. The payment for Board member time is provided for from normal operating budgets and is not taken from CSI funds.

The make-up of the Netcells CSI Advisory Board is as follows:

<table>
<thead>
<tr>
<th>Advisory Board Member</th>
<th>Organisation</th>
<th>Member</th>
</tr>
</thead>
<tbody>
<tr>
<td>Chairperson</td>
<td>• Medical Director of Next Biosciences</td>
<td>Dr Yvonne Holt</td>
</tr>
<tr>
<td>Board member 1</td>
<td>• Medical Officer of Next Biosciences</td>
<td>Dr Michelle Mason</td>
</tr>
<tr>
<td>Board member 2</td>
<td>• Financial Manager of Next Biosciences</td>
<td>Ms Carina Neophytou</td>
</tr>
<tr>
<td>Board member 3</td>
<td>• Public Sector Paediatric Oncologist</td>
<td>Invited</td>
</tr>
<tr>
<td>Board member 4</td>
<td>• Public Sector Gynaecologist</td>
<td>Invited</td>
</tr>
<tr>
<td>Board member 5</td>
<td>• Representative from SANBS</td>
<td>Invited</td>
</tr>
<tr>
<td>Board member 6</td>
<td>• Representative from childcare charity</td>
<td>Invited</td>
</tr>
</tbody>
</table>

The Advisory Board is not a decision making structure for the CSI programme, but fulfils a vital external advisory function for Next Biosciences, providing insight to develop and grow the CSI programme.
Next Biosciences follow the following SOP:

1. Proposal / Opportunity received
2. Patient information gathering
3. Scorecard assessment
4. Beneficiary and team notified
5. Netcells CSI secretariat decision
6. Next Biosciences Advisory Board engagement
7. Project Communication
8. Procedures - collection, testing, transplant
9. Beneficiary follow-up
Application process

10

10.1 Beneficiaries

Referring doctors or families who wish to apply for the Families of Hope programme are simply asked to contact the Medical Officer at Next Biosciences at their offices in Midrand, Johannesburg, South Africa either via email, fax or telephonically.

Beneficiaries will be required to provide the following documentation:

- HIV test of mother
- Declaration that siblings are from same parents
- Proof of income (and in some cases medical aid status)
- Copy of birth certificate of child to be treated
- Copy of ID/Passport of mother of sick child

10.2 Charities

Next Biosciences requests charities to provide a written proposal in order to be considered in terms of the CSI annual donation programme. The following information is mandatory:

- Sector project information and relevance to Next Biosciences/Stem Cell transplants
- Impact information – number of beneficiaries and % of which are previously disadvantaged
- Reporting and measurement information regarding the use of funds
- Proof of NGO; NPO status and Section 18A status
- Audited financials – past 24 months

10.3 Public health staff

Next Biosciences requires an email or faxed request with the details of the hospital facility, number of staff to be trained (profession, names and designations as well as ID numbers) in stem cell collection.
Every beneficiary presented to Next Biosciences is assessed using the CSI scorecard. The scorecard is to ensure that the beneficiary meets the criteria for the support, and that where multiple beneficiaries are being assessed; there is a fair transparent means to select the more worthy beneficiary. The elements of the scorecard are noted below.

<table>
<thead>
<tr>
<th>Criteria</th>
<th>Notes</th>
<th>Possible Score</th>
</tr>
</thead>
<tbody>
<tr>
<td>Eligibility check</td>
<td>The beneficiary (sick child) and the mother both need to meet key medical criteria for the programme.</td>
<td>No score</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Must be Yes to all</td>
</tr>
<tr>
<td>Beneficiary Filter</td>
<td><strong>Beneficiaries are assessed in terms of</strong></td>
<td>60</td>
</tr>
<tr>
<td></td>
<td>• Geographic location</td>
<td></td>
</tr>
<tr>
<td></td>
<td>• PDI Status</td>
<td></td>
</tr>
<tr>
<td></td>
<td>• Hospital status (public vs. private)</td>
<td></td>
</tr>
<tr>
<td></td>
<td>• Medical Aid status</td>
<td></td>
</tr>
<tr>
<td></td>
<td>• Household income (under R15,000 pm)</td>
<td></td>
</tr>
<tr>
<td></td>
<td>• Relationship to Next Biosciences employees</td>
<td></td>
</tr>
<tr>
<td>Skills &amp; Sharing</td>
<td><strong>The case is assessed in terms of</strong></td>
<td>40</td>
</tr>
<tr>
<td></td>
<td>• The opportunity to share or grow medical skills or knowledge around stem cell collection &amp; transplants</td>
<td></td>
</tr>
<tr>
<td></td>
<td>• The potential to donate to an unrelated patient</td>
<td></td>
</tr>
<tr>
<td></td>
<td>• The communication potential around the case</td>
<td></td>
</tr>
<tr>
<td>Partnerships</td>
<td><strong>The case is assessed in terms of other partners</strong></td>
<td>30</td>
</tr>
<tr>
<td></td>
<td>• Gynaecologist collection fees waived</td>
<td></td>
</tr>
<tr>
<td></td>
<td>• Charity involvement for post care</td>
<td></td>
</tr>
<tr>
<td></td>
<td>• SANBS HLA testing cost</td>
<td></td>
</tr>
</tbody>
</table>

**TOTAL POSSIBLE SCORE:** 130

Should the score be under 80, the CSI Secretariat may not support beneficiary request, and a formal letter and reasons for the rejection are to be sent to the referring individual. This letter includes recognition of the case, reasons for the rejection and any further action that Next Biosciences could propose to help.
12

Legal process requirements for CSI

12.1 Individual beneficiaries

Beneficiaries of the Netcells CSI programme will be verbally informed (in their language of understanding) what is being provided to them. The information includes providing clarity on the likelihood of a match (one in four) and that the stem cells transplant is not a guarantee of cure and therefore may be unsuccessful, for which Next Biosciences cannot be held accountable.

Beneficiaries (the mother and if possible, the father) are required to sign a written contract of consent for the stem cell collection and use.

The following additional forms are attached as addendums to the consent:
- HIV test of mother
- Declaration that siblings are from same parents
- Proof of income (and in some cases medical aid status)
- Copy of birth certificate of child to be treated
- Copy of ID/Passport of mother of sick child
- Consent to use story/pictures for publicity purposes

12.2 Charities

Charities who are beneficiaries are not required to sign a contract with Next Biosciences; but must provide a S18A form for the value of the donation.

12.3 Public health staff

Hospital staff who receive free training from Next Biosciences in the collection of stem cells are not required to sign a contract, but are asked to sign a confirmation that they have received training for reporting and measurement purposes.
Communication

Once a beneficiary has been selected, Next Biosciences may make an announcement to stakeholders and media about the case, and what is planned. Next Biosciences’ policy is to follow each beneficiary through the journey from birth of the sibling and collection of stem cells, to the transplant of the child and the outcome.

Next Biosciences policy for communication of CSI is as follows:

- Next Biosciences employees and Next Biosciences stakeholders are an important audience group for communication and CSI activities, and outcomes must be actively reported here first.
- External communication should include social media mentions, publicity and bought coverage for CSI projects. Next Biosciences notes that free publicity alone is not sufficient to build a strong reputation in CSI.
- Next Biosciences approach is to tell the story from the beneficiary point of view – focusing on the impact of the intervention. The beneficiary is the hero of the story – not the organisation.
- The NGO or partner involved in the project should receive equal exposure or mentions to that of Next Biosciences.
- That the spokesperson for media will be the Communications Manager, Medical Officer or Medical Director of Next Biosciences.
Monitoring and Evaluation

Next Biosciences measures and reports on the following elements of the CSI programme (Families of Hope) in terms of this policy:

<table>
<thead>
<tr>
<th>Impact Area</th>
<th>Measure</th>
</tr>
</thead>
<tbody>
<tr>
<td>Beneficiaries</td>
<td>· Number of families assisted</td>
</tr>
<tr>
<td></td>
<td>· Value of stem cell collections donated</td>
</tr>
<tr>
<td></td>
<td>· Number of patient matches</td>
</tr>
<tr>
<td></td>
<td>· Number of transplants facilitated</td>
</tr>
<tr>
<td></td>
<td>· Outcome of transplants</td>
</tr>
<tr>
<td>Charities</td>
<td>· Value of donations made</td>
</tr>
<tr>
<td></td>
<td>· Use of donations by charities</td>
</tr>
<tr>
<td>Public health staff</td>
<td>· Number of people trained in stem cell collection</td>
</tr>
<tr>
<td></td>
<td>· Number of public hospitals newly exposed to stem cell collection</td>
</tr>
<tr>
<td>Stakeholders</td>
<td>· Value of client donations</td>
</tr>
<tr>
<td></td>
<td>· Value of Gynaecologist collection fee donations</td>
</tr>
<tr>
<td></td>
<td>· Value of HLA blood tests donated</td>
</tr>
<tr>
<td></td>
<td>· Stakeholder view of CSI programme</td>
</tr>
<tr>
<td>Communication &amp; Marketing</td>
<td>· Equivalent Advertising Value (EAV) of coverage</td>
</tr>
<tr>
<td></td>
<td>· Engagement on social media platforms</td>
</tr>
<tr>
<td></td>
<td>· Media view of CSI programme</td>
</tr>
</tbody>
</table>

This strategic policy document represents the official Next Biosciences approach to CSI, and will be adopted in the organisation moving forward.