



How to Contact the Board of Directors

Stockholders and other interested parties who wish to communicate with the Company's non-management directors may direct correspondence to the non-management directors as a group as follows:

Send an email to:

Email: board@senecabio.com

Send a letter to:

Board of Directors
20271 Goldenrod Lane #2024
Germantown, MD 20867

Under procedures established by the Company's non-management directors, the Company reviews each communication sent in accordance with the following instructions and forwards such communication to the non-management directors. The Company will not forward any advertising or solicitation, any mass mailings, or any incoherent, obscene or similarly inappropriate communication. Any communication involving an ordinary business matter will not be forwarded to the board of directors, unless requested by a director or at management's discretion.

Communications involving the following will be considered an ordinary business matter and will be forwarded to management to research and respond, if appropriate:

- Resumes or other forms of job inquiries
- Requests for information about the Company, including its products and services
- Mailings intended to be sent to a large number of recipients, such as form letters, petition letters, and other forms of mass mailings that may involve a reputational risk to the Company
- Grant or donation requests
- Matters addressing other routine business practices of the Company

Communications not involving an ordinary business matter will be forwarded by the Company:

- To the Chair of the Audit, Nominating and Governance, and Compensation Committee depending on the subject matter
- To the Chair of the Audit Committee if the communication is a complaint or concern involving accounting, internal accounting controls, or auditing and compliance matters.
- To all non-management directors for all other general non-ordinary business matters.