



## CS DISCO, INC.

### CHARTER OF THE AUDIT COMMITTEE OF THE BOARD OF DIRECTORS

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#### PURPOSE

The general purpose of the Audit Committee (the “*Committee*”) of the Board of Directors (the “*Board*”) of CS Disco, Inc. (the “*Company*”) is to:

- oversee the Company’s accounting and financial reporting processes, internal audit function, systems of internal control, financial statement audits and the integrity of the Company’s financial statements;
- manage the selection, engagement terms, fees, qualifications, independence, and performance of the registered public accounting firms engaged as the Company’s independent outside auditors for the purpose of preparing or issuing an audit report or performing audit services (the “*Auditors*”);
- oversee the design and function of the Company’s internal audit function;
- oversee the Company’s programs and policies designed to assist the Company with compliance with applicable laws and stock exchange listing requirements; and
- oversee the Company’s policies, procedures, plans and information technology systems designed to maintain the security, confidentiality, availability and integrity of information, as well as the operation and effectiveness of such policies, procedures, plans and systems.

#### COMPOSITION

The members of the Committee, including the Chairperson, will be members of the Board appointed by, and serving at the discretion of, the Board. Vacancies occurring on the Committee will be filled by the Board. Resignation or removal of a Committee member from the Board for any reason will automatically constitute resignation or removal from the Committee.

The Committee will consist of at least three members of the Board. Each member of the Committee will satisfy the independence, financial literacy and other requirements imposed by applicable law and stock exchange listing requirements, and any other qualifications determined by the Board. At least one member of the Committee will satisfy the applicable financial-sophistication requirements and any other requirement for accounting or related financial management expertise required by applicable law and stock exchange listing requirements.

#### AUTHORITY

The Committee will have access to all Company books, records, facilities and personnel as deemed necessary or appropriate by any member of the Committee. If the Committee concludes that it must retain legal, accounting or other outside advisors, it may do so and determine compensation for those advisors at the Company’s expense. The Committee may also pay any ordinary administrative expenses it deems appropriate in carrying out its duties at the expense of the Company. The Committee will have authority to require that any of the Company’s personnel or outside advisors attend any meeting of the Committee or meet with any member of the Committee or any of its advisors.



Subject to any limitations approved by the Committee, the Chairperson has the delegated authority to act on behalf of the Committee in connection with (1) approval of the retention of outside service providers and advisors (including negotiation and execution of their engagement letters), (2) preapproval of audit or non-audit services, (3) approval of payment of expenses incurred by the Committee described in the previous paragraph, and (4) as may otherwise be determined by the Committee. The Committee also may form and delegate authority to one or more subcommittees consisting of one or more members of the Board (whether or not he, she or they are on the Committee) to the extent allowed under applicable law and stock exchange listing requirements. The Committee retains concurrent authority to approve any matter that has been delegated to the Chairperson. Although the Committee may act on any issue that has been delegated to the Chairperson or a subcommittee, doing so will not limit or restrict future action by the Chairperson or subcommittee on any matters delegated to it. Any action or decision of the Chairperson or a subcommittee will be presented to the full Committee at its next scheduled meeting. By approving this Charter, the Board delegates authority to the Committee with respect to the matters set forth herein.

The Committee's primary authority is that of oversight. The members of the Committee are not employees of the Company, and they do not perform management's or any Auditors' functions. The Committee relies on the expertise and knowledge of management, persons in charge of the Company's internal audit function, and any Auditors in carrying out its oversight. Management is responsible for preparing accurate and complete financial statements in accordance with GAAP, crafting periodic reports, and establishing and maintaining appropriate accounting principles and financial reporting policies and satisfactory internal control over financial reporting. The Auditors will audit the Company's annual consolidated financial statements and, when required, the effectiveness of the Company's internal control over financial reporting and review the Company's quarterly financial statements. It is not the Committee's responsibility to prepare or certify the Company's financial statements, guarantee the audits or reports of the Auditors, certify as to whether any Auditors are "independent" under applicable law or stock exchange listing requirements, or guarantee that the financial statements or periodic reports are complete and accurate, conform to GAAP, or otherwise comply with applicable law or stock exchange listing requirements or the Company's policies.

The Committee is also responsible for overseeing risks associated with information security, cybersecurity and data privacy. Management, including the Company's Chief Information Security Officer and such other appropriate officers, are responsible for implementing and maintaining the Company's cybersecurity risk assessment and management processes. To enable the Committee to exercise its oversight role, management will provide regular periodic reports to the Committee on information security matters, including the adequacy and effectiveness of the Company's information security policies and practices, the Company's internal controls regarding information security and the Company's processes for assessing, managing and mitigating risks relating to the Company's information security.

The Committee's authority includes the following matters; provided, however, that this list is intended to be a guide and to remain flexible to account for changing circumstances and needs. Accordingly, the Committee may depart from or supplement such list, and establish policies and procedures, to the extent permitted by applicable law and stock exchange listing requirements.

### ***Auditor Management***

**1. Hiring and Selecting Auditors.** The Committee will evaluate and determine whether to retain any Auditors and any other registered public accounting firm engaged for the financial reporting process. In addition, the Committee may replace any existing Auditors or other registered public accounting firm engaged for the financial reporting process with a different public accounting firm.



**2. Approving Audit and Non-Audit Engagements.** The Committee will review audit plans, the adequacy of staffing, the fees to be paid to Auditors, and oversee the negotiation and execution of any engagement letters on behalf of the Company. The Committee will oversee the rotation of the Auditors' partners on the Company's audit engagement team as required by applicable law and stock exchange listing requirements. The Committee will approve all audit and non-audit related services that the Auditors provide to the Company before the engagement begins, unless applicable law and stock exchange listing requirements allow otherwise. The Committee may establish pre-approval policies and procedures or delegate pre-approval authority to one or more Committee members as permitted by applicable law and stock exchange listing requirements.

**3. Auditor Independence.** Periodically, as the Committee determines to be appropriate, the Committee will assess the qualifications, performance, and independence of the Auditors, or in the case of prospective Auditors, the Committee will perform such assessment before they are engaged. That assessment will include reviewing written disclosures from any Auditors regarding any relationships they have that may affect independence, as defined by applicable law and stock exchange listing requirements. The Committee will review a written statement from any Auditors affirming their independence, and assess, consider, and discuss with them any potential relationships concerning their objectivity and independence.

**4. Former Employees of Auditors.** The Committee will oversee the policies and procedures as required by applicable law and stock exchange listing requirements governing how the Company may employ individuals who are or once were employed by the Auditors.

#### ***Financial Review and Disclosure***

**5. Annual Audit Results.** The Committee will review with management and the Auditors the results of the Company's annual financial statement audit, including:

- the Auditors' assessment of the quality of the Company's accounting principles and practices;
- the Auditors' views about qualitative aspects of the Company's significant accounting practices and the reasonableness of significant judgments and estimates (including material changes in estimates and analyses of the effects of alternative generally accepted accounting principles ("**GAAP**") methods on the financial statements);
- all misstatements identified during the audit (other than those the Auditors believe to be trivial);
- the adequacy of the disclosures in the financial statements; and
- any other matters that the Auditors must communicate to the Committee under applicable accounting or auditing standards.

**6. Audited Financial Statement Review; Quarterly and Annual Reports.** The Committee will review the annual audited financial statements, the quarterly financial statements and the Company's "Management's Discussion and Analysis of Financial Condition and Results of Operations" and "Risk Factors," as appropriate, with management and the Auditors. The Committee will be responsible for recommending to the Board whether the proposed annual audited financial statements should be included in the Company's Annual Report on Form 10-K.

**7. Earnings Announcements.** The Committee will review and discuss with management and the Auditors any proposed earnings press releases and other financial information and guidance regarding the Company's results of operations provided publicly or to ratings agencies (including, without limitation, reviewing any pro forma or non-GAAP information).



**8. Proxy Report.** The Committee will oversee the preparation of any report of the Committee required by applicable law or stock exchange listing requirements to be included in the Company's annual proxy statement.

**9. Accounting Principles and Policies.** The Committee will review and discuss with management and the Auditors significant issues regarding accounting principles and financial-statement presentation, including:

- critical accounting policies and practices;
- alternative accounting policies available under GAAP;
- the potential impact on the Company's financial statements of alternative treatments and any off-balance sheet structures; and
- any other significant reporting issues and judgments, significant regulatory, legal, and accounting initiatives, or developments that may have a material impact on the Company's financial statements, compliance programs, and policies.

The Committee will review with the Auditors and management, if appropriate, any written communication, such as any management letter or internal-control letter and monitor management's response to such communications. At least annually, the Committee will discuss with the Auditors the matters required to be discussed by Auditing Standard No. 1301, Communications with Audit Committees, as adopted by the PCAOB (including any successor rule adopted by the PCAOB).

**10. Management Cooperation with Audit.** The Committee will evaluate management's cooperation with the Auditors during their audit examination, including any significant difficulties or disagreements encountered during the audit, if any.

**11. Correspondence with Regulators.** The Committee will consider and review with management, the Auditors, and outside advisors or accountants any correspondence with regulators or governmental agencies and any published reports that raise material issues regarding the Company's financial statements or accounting policies.

**12. Disclosure Committee.** The Committee shall meet periodically with any disclosure committee established by the Company, or its designee, to discuss the Company's periodic reports and other disclosures filed or furnished with the SEC. The Committee will periodically review the charter of any such disclosure committee.

#### ***Internal Audit and Internal Control Matters***

**13. Internal Control over Financial Reporting; Disclosure Controls and Procedures.** The Committee will confer with management and the Auditors concerning the scope, design, adequacy and effectiveness of internal control over financial reporting and the Company's disclosure controls and procedures. The Committee will review reports on significant findings and recommendations with respect to internal controls over financial reporting or disclosure controls and procedures, together with management responses and any special audit steps adopted in light of any material control deficiencies.

**14. Internal Control Report.** At least annually (if required by applicable stock exchange listing requirements) or as may otherwise be determined by the Committee, the Committee will review a report by the Auditors describing its internal quality-control procedures and any material issues raised by (a) that firm's internal quality-control review, (b) any peer review of the firm's internal quality-control procedures or review,



or (c) any inquiry or investigation by governmental or professional authorities conducted in the last five years of any audit performed by the Auditors.

**15. Internal Auditors.** The Committee will review and approve the audit plan of the Company's internal audit team and discuss with that team the adequacy and effectiveness of the Company's scope, staffing, and general audit approach. The Committee will review any significant reports prepared by persons in charge of the Company's internal audit function, as well as management's response. The head of the internal audit function will also report to and be evaluated by the Committee.

**16. Complaint Procedures.** The Committee will oversee procedures for receiving, retaining, and investigating the following:

- complaints received by the Company regarding accounting, internal accounting controls, or auditing matters; and
- confidential and anonymous submissions by employees concerning questionable accounting or auditing matters.

In addition, the Committee will oversee procedures for receiving, retaining, and investigating any complaints or submissions delegated to the Committee by the Board, including complaints submitted via the Company's hotline for reporting accounting or auditing matters.

### ***Information Security Matters***

**17. Information Security Oversight.** The Committee will oversee the Company's policies, procedures, plans and information technology systems designed to maintain the security, confidentiality, availability and integrity of information and manage risks relating thereto, as well as the operation and effectiveness thereof. This oversight includes receiving periodic reports from management on such policies, procedures, plans and systems, the operation and effectiveness thereof, and the Company's management of risks relating to information security, confidentiality, availability and integrity.

**18. Disclosure Review.** The Committee will review with management any disclosures in the Company's reports filed with the Securities and Exchange Commission relating to the matters described in paragraph 17.

### ***Other Matters***

**19. Legal Compliance.** The Committee will oversee the Company's programs and policies for compliance with applicable laws and stock exchange listing requirements, as well as any other programs and policies regarding business integrity, ethics and conflicts of interest, including the Company's compliance program and the Company's Code of Business Conduct and Ethics (the "**Code**"). The Committee will discuss periodically with the appropriate members of management the adequacy and effectiveness of the Company's scope, staffing and general approach to legal compliance, and will review any significant reports prepared by management relating to such matters. The Committee will be responsible for considering any request by directors or executive officers of the Company for a waiver from the Code. Any approved waivers will be promptly disclosed as required by applicable law and stock exchange listing requirements.

**20. Related Party Transactions.** The Committee will review and approve, in accordance with the Company's applicable policy and in compliance with applicable laws and stock exchange listing requirements, any related party transaction, as defined in such policy.



**21. Treasury and Insurance Matters.** The Committee will oversee the Company's policies, procedures and plans relating to investments, cash management, foreign currency exposure and hedging activities and the management of risk relating thereto. This oversight includes receiving periodic reports from management on such policies, procedures and plans. The Committee will periodically review and discuss with management the adequacy of the Company's insurance programs, including director and officer insurance, product liability insurance and general liability insurance.

**22. Committee Self-Assessment.** The Committee will evaluate its performance and the adequacy of this Charter periodically as the Committee deems appropriate, or as frequently as may be required by the SEC and stock exchange listing standards.

**23. General Authority.** The Committee will perform such other functions and have such other powers as may be necessary or appropriate in the discharge of any of the foregoing.

#### **MEETINGS AND MINUTES**

The Committee will meet whenever its members deem a meeting necessary or appropriate. The Committee will determine where and when to meet.

Unless otherwise determined by the Committee, each regularly scheduled meeting will conclude with an executive session that excludes members of management. To foster open communication, the Committee will meet periodically with management, persons in charge of the internal audit function and the Auditors in separate executive sessions. From time to time, or when requested by the Board, the Chairperson of the Committee will report to the Board on the Committee's activities, discussions and actions.

The Committee will maintain written minutes of its meetings and regularly report to the Board on its actions and recommendations. The Committee may act by unanimous written consent; when it does so, those actions will be filed in the minute book.

#### **PUBLICATION**

The Company will make this Charter freely available to stockholders on request and will publish it on the Company's website.



**Adopted by the Board of Directors: July 17, 2025**