

LEGAL & COMPLIANCE MANAGER

Division / Department: **DAIICHI SANKYO BENELUX /LEGAL, COMPLIANCE MANAGEMENT**

Reports to : **HEAD OF LEGAL & COMPLIANCE BENELUX**

1. Context

The Legal and Compliance Manager for Benelux reports to the Head of Legal & Compliance Benelux.

2. Purpose of the job

The Legal & Compliance Manager supports the oversight of the Compliance Program of Daiichi Sankyo Belgium (DSBE) and Daiichi Sankyo Nederland (DSNL) within the Legal & Compliance team functioning as an independent and objective body that reviews and evaluates legal and compliance issues/concerns with the aforementioned organizations. He/she provides sound legal advice to ensure that all their operations and business activities are carried out in compliance with applicable laws and regulations and that behaviour in the organizations meets the companies' ethical standards of conduct and values. He/she also supports in the provision of advisory services to the general manager and other senior management departments heads of said organizations on legal and related matters.

3. Result areas

Legal & Compliance Manager

Core activities include but are not limited to:

- Support in identification & closing of gaps in the Compliance Program, incl. suggesting program improvements and new measures to direct superior and General Management of the organizations, as well as supervising and controlling adherence with the Compliance Program of all the officers, employees and collaborators of the organizations which includes, amongst other things, approval workflow oversight and input for compliance relevant activities
- Assist in the design, implementation and review of policies and procedures designed to prevent and detect conduct inconsistent with applicable requirements and the companies' policies. Provide counseling and resolve questions from internal clients regarding compliance policies and procedures, including Code of Conduct and anti-corruption policies
- Support in the management and implementation of procedures and systems relating to Transfer of Value (ToV), including data collection and reporting

- Promoting education and awareness on compliance and related legal matters within the organizations, incl. execution of Compliance Training Programs for companies' employees as well as the Compliance Communication Program to prevent illegal, unethical, or improper conduct in close coordination with the Human Resources Department and others
- Direct all legal and compliance concerns and potential violations of policies, procedures and other elements of the Compliance Program to direct superior, assist with necessary investigations/audits/inspections and ensuring corrective actions are undertaken where appropriate
- Assist in reviewing material approvals in compliance with the applicable legal regulations, including external regulations and internal codes of conduct
- Provide support in contractual law (drafting, reviewing and negotiating), mainly purchasing, consulting and other service provider contracts
- Support in providing legal advice to the general managers and other individuals, on a broad range of legal matters relevant to the above-mentioned countries.
- Assist in corporate housekeeping and other legal tasks
- Work closely with European Legal and Compliance to ensure implementation and adherence to EU and Global legal and compliance/ethics initiatives at the local level, and to lead/support in legal and compliance/ethics focused EU projects
- Participate in review and analysis of legislation and regulations affecting the organizations and perform an oversight of compliance with the applicable legislation and regulations
- Support in advice on and assistance with dispute resolutions and other legal matters, where necessary in consultation with external counsel
- Assist in the preparation and the execution of Compliance Monitoring activities pre-approved by the direct superior and the Senior Management of the organizations, determine responsibilities/accountabilities and propose corrective actions where necessary
- Assisting on data protection relevant matters in consultation with EU Legal / DPO

4. Professional and personal requirements

- You hold a Master Degree in Law and you have 3-5 years of experience either in a law firm, or working as an inhouse lawyer. An experience in the pharmaceutical industry or related sectors is preferred.
- You have excellent communication and interpersonal skills, and you like to work in close collaboration with the business.
- You are a team player, open-minded, flexible, with strong decision-making skills.
- You like to take initiatives and you have a solution-oriented approach.
- You are French or Flemish speaking, fluent in the other language and in English.