

## **Inotiv Code of Business Conduct and Ethics**

The Inotiv Code of Business Conduct and Ethics ("Code of Ethics") outlines the ethical principles that govern decisions and behavior as an employee of Inotiv. It is designed to deter wrongdoing and promote compliance with legal requirements and our standards of business conduct. All Inotiv directors, officers and employees are expected to read and understand this Code of Ethics, uphold these standards in day-to-day activities, comply with all applicable policies and procedures, and ensure that all agents and contractors are aware of, understand and adhere to these standards.

Because the principles described in this Code of Ethics are general in nature, each employee should also review all applicable Inotiv policies and procedures for more specific instruction and contact the Human Resources Department if they have any questions.

### **Employee Code of Ethics**

We expect all employees to adhere to high standards of ethical practices at all times. These include, but are not limited to, the following statements of principle:

- Each person who enters Inotiv will be treated as a person of dignity and value.
- Clients will be consulted and included in the decision-making process concerning their project.
- Each employee is responsible for contributing his or her expertise for the good of Inotiv.
- Employees will respect and hold in confidence all information of a confidential nature obtained in the course of his or her work unless required by law to divulge it.
- Employees shall conduct all activities in compliance with applicable laws and regulations and shall promote the highest standards of business ethics and integrity.
- Employees must avoid both conflicts of interest and the appearance of conflicts of interest. To avoid even the appearance of conflict of interest, employees should not accept gifts from any present or prospective vendor/supplier in amounts greater than fifty (50) dollars.
- Gifts from clients, vendors, or suppliers to show appreciation to staff members should be of nominal value. Candy, fruit, pizza, etc., which can be shared with co-workers, may be appropriate. Situations where it would appear that gifts were given for the purpose of improperly influencing the employee in their work performance would be considered a conflict of interest and must be avoided.