

PRIVACY NOTICE FOR CALIFORNIA WORKFORCE

This Notice provides information for California residents about how Inotiv, Inc. and its group of companies (collectively, “Inotiv,” “we,” “us,” and “our”) handle Personal Information of current and former employees, contractors who are natural persons, contingent workers and job applicants (“Workforce”).

Collection, Use, and Disclosure of Personal Information

Categories of Personal Information Collected. We collect the following categories of Personal Information, identifiers, contact information, Personal Information categories listed in the California Customer Records statute (Cal. Civ. Code § 1798.80(e); characteristics of protected classifications under California or federal law (such as demographic information like age and gender); internet or other electronic network activity information; geolocation data; audio, electronic or visual information.

Sources of Personal Information Collected. We collect these categories of Personal Information from the following sources: you and your devices, our business partners and service providers, our affiliates and subsidiaries, commercially available sources, social media platforms, and providers of third-party products or services.

Purposes of Collection. We collected these categories of Personal Information for the following purposes:

- Comply with applicable laws and regulations.
- Recruit and evaluate job applicants and candidates for employment.
- Conduct background checks.
- Manage your employment relationship with us, including for:
 - onboarding processes;
 - timekeeping, payroll, and expense report administration;
 - employee benefits administration;
 - employee training and development requirements;
 - the creation, maintenance, and security of your online employee accounts;
 - reaching your emergency contacts when needed, such as when you are not reachable or are injured or ill;
 - workers' compensation claims management;
 - employee job performance, including goals and performance reviews, promotions, discipline, and termination
 - responding to legal requests such as wage garnishments, EEO-1 reporting, other regulatory agency inquiries;
 - other human resources purposes, such as trend tracking (hiring, turnover, workplace composition, etc.);
 - random drug testing; and

- tax reporting.
- Manage and monitor employee access to company facilities, equipment, and systems.
- Conduct internal audits and workplace investigations.
- Investigate and enforce compliance with and potential breaches of Company policies and procedures.
- Engage in corporate transactions requiring review of employee records, such as for evaluating potential mergers and acquisitions of the Company.
- Maintain commercial insurance policies and coverages, including for workers' compensation and other liability insurance.
- Perform workforce analytics, data analytics, and benchmarking.
- Administer and maintain the Company's operations, including for safety purposes.
- For client communications purposes.
- Exercise or defend the legal rights of the Company and its employees, affiliates, customers, contractors, and agents.

Disclosure of Personal Information. We disclose these categories of Personal Information for Business Purposes to the following categories of parties:

- Service providers rendering services on Company's behalf such as payroll processors, onboarding vendors, and travel services
- Service providers who require certain employee information in order to provide services to the company, such as suppliers, IT services, maintenance and hosting of our websites, accounting, auditing, and tax services, and other professional services.
- Providers who offer retirement, health, and other benefit programs, services, or products to which you and your dependents or beneficiaries receive access through your employment.

Your Rights

Right to Know, Correct, and Request Deletion. You have the right to request that we disclose what personal information we collect, use, and sell, as well as the right to request that we delete certain personal information that we have collected from you. If we hold personal information that is not accurate, you have the right to request that we correct this information.

You or your authorized agent may submit a request to exercise your rights by submitting a [Data Rights Request](#) form, emailing dataprivacymanager@inotivco.com, or by calling 833-448-3273.

For your security and to ensure unauthorized parties do not access your personal information, we will require you to verify your identity before we can act on your request. For requests to correct inaccurate information, we may ask you to provide documentation that demonstrates why or how the existing information is inaccurate.

Before accepting a request from an authorized agent, we will require the agent to provide proof you have authorized it to act on your behalf, and we may need you to verify your identity

directly with us or confirm that you provided the authorized agent permission to submit the request.

We cannot respond to your request or provide you with personal information if we cannot verify your identity or authority to make the request and confirm the personal information that relates to you.

Right to Opt Out of "Sale" or "Sharing" of Personal Information. You have a right to opt out from future "sales" or "sharing" of personal information as those terms are defined under certain privacy laws. We have not sold Personal Information relating to our Workforce or shared such information for cross context behavioral advertising and have no actual knowledge of any sale of such Personal Information of minors under 16 years of age.

Right to Restrict Use of Sensitive Personal Information. California residents have the right to request that a business limit its processing of sensitive personal information under certain circumstances. You can exercise your right by submitting a [Data Rights Request](#) form or by calling 833-448-3273.

Right to Non-Discrimination. You have a right not to receive discriminatory treatment for the exercise of your privacy rights.

Retention

We will retain your personal information for as long as is necessary to complete the purposes for which it was collected, or as may be required by law. We utilize the following criteria to determine the length of time for which we retain workforce information:

- The business purposes for which the information is used, and the length of time for which the information is required to achieve those purposes;
- Whether we are required to retain the information type in order to comply with legal obligations or contractual commitments, to defend against potential legal claims, or is otherwise necessary to investigate theft or other activities potentially in violation of Company's policies and procedures applicable to you or against the law, to ensure a secure online environment, or to protect health and safety;
- The privacy impact of ongoing retention; and
- The manner in which information is maintained and flows through our systems, and how best to manage the lifecycle of information in light of the volume and complexity of the systems in our infrastructure.

Shine the Light law

California residents are entitled to request and obtain certain information about the disclosure of certain categories of their Personal Information to third parties for their direct marketing purposes. Requests may be sent to dataprivacymanager@inotivco.com.