

## Alabama

### Jury Duty

Innovative Petcare supports employees in fulfilling their civic responsibility to serve on a jury when summoned. If you receive a jury summons, you are required to present it to your immediate supervisor on the next scheduled workday. You will be granted leave for the full duration of your jury duty.

Full-time employees will continue to receive their regular compensation while serving on jury duty. However, for part-time employees, time spent in court for prospective jury service or serving as a juror is unpaid. The Company may, at its discretion, deduct the amount of the fee or compensation an employee receives from the state for serving as a juror.

Paid time off will not be deducted for time spent in the jury selection process or while serving on a jury. Innovative Petcare reserves the right to request proof of jury duty service in accordance with applicable law.

### Federal Jury Duty

Innovative Petcare similarly encourages employees to fulfill their obligations related to federal jury duty. If summoned for federal jury service, notify your manager as soon as possible to coordinate scheduling.

In compliance with Alabama law, federal jury duty service is paid for employees in Alabama. Innovative Petcare prohibits any form of discrimination or retaliation against employees for federal jury duty service. Upon your return, you will be reinstated to your prior position without loss of seniority, and your absence will be treated as a leave of absence or furlough.

### Crime Victim Leave

Innovative Petcare provides eligible employees with unpaid leave when responding to a subpoena to testify in a criminal proceeding or to participate in the reasonable preparation of a criminal case.

Alabama employees who qualify as crime victims are eligible for crime victim leave. A "victim" is defined as an individual against whom a criminal offense has been committed or whose immediate family member (spouse, sibling, parent, child, or guardian) has been killed or incapacitated as a result of a crime.

### Emergency Services Leave

Employees who serve as volunteer firefighters or emergency medical service providers may take unpaid leave to respond to an emergency call, provided the call occurs before their scheduled start time. Employees must notify their employer prior to missing work and, upon request, provide a statement from the fire department or emergency medical services verifying their response to an emergency.

### Election Official Leave

Innovative Petcare recognizes the importance of civic engagement and will provide employees who serve as precinct election officials with unpaid time off on Election Day to perform their appointed duties. Employees must provide at least seven days' notice of their need for leave, along with documentation confirming their status as an appointed precinct election official.