

4/11/2024 - 4:00 PM

To All Employees:

## **Company Policy - Conduct Causing Workplace Disharmony**

InnoBioSurg of America, Inc. is a company committed to maintaining a positive and productive work environment. It is essential for every member of our team to adhere to our company policies and guidelines, always treating colleagues with respect and professionalism.

An employee's behavior and conduct causing workplace disharmony is unacceptable and will not be tolerated by the company. These actions are contrary to the company's values and the standards of conduct expected from all employees and have a detrimental effect on the overall morale and productivity of the company.

This is a formal notice of the seriousness of the policy and any violation(s) will result in disciplinary action, up to and including termination of employment.

If you have any questions or concerns regarding this policy, please contact Human Resources.

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