



Health and Safety Policy

inVentiv Health Clinical (iHC) is committed to the health and safety of its employees, clinical research participants, customers, neighbors and other individuals affected by its activities or products. We will continually strive to prevent harm to individuals working in or visiting IHC.

To this end, iHC will:

Meet or exceed applicable governmental regulations and internal policies for health and safety;

Provide its employees with a safe workplace;

Design, engineer and operate its facilities to minimize health and safety risks and impacts;

Assess and manage significant health and safety risks related to its services;

Conduct the necessary risk assessments and audits to prevent accidents, develop corrective actions and ensure emergency preparedness;

Communicate to employees and other affected parties known hazards and health and safety protection measures;

Maintain the expertise needed to understand and address safety related issues through training programs;

Measure and continually seek ways to improve safety performance.

Health and Safety Programs

Occupational Health and Safety Management System	The occupational and safety management system is adopted by the Company’s bioanalytical laboratory sites. The management system includes but is not limited to: planning and risk assessment activities; an implementation and organizational structure; operational controls; training; auditing, inspections, incident investigations, and corrective actions; and management review. Where appropriate, systems are integrated with quality and environmental management systems.
Biosafety	To ensure employee protection, laboratory operations involved in the handling of biological materials follow the US Center for Disease Control Biosafety in Microbiological and Biomedical Laboratories criteria for the classification of facilities into the proper containment biosafety level.
	laboratory practice in research and analytical laboratories. Hazardous compounds are handled in dedicated facilities in contained environments.

Occupational Health	Industrial hygiene programs are in place to quantify employee exposure to substances at operating locations that have identified the potential for exposures to chemical substances through their risk assessment process. Where appropriate, medical surveillance is provided to employees. The drug handling policy establishes a method to develop occupational exposure limits for the purpose of employee health protection.
Loss Control	Operating locations have established procedures to ensure employee safety, and property and business protection. These include fire monitoring and/or suppression systems; a iHC fire system program; equipment preventive maintenance programs; emergency action programs; periodic insurance reviews; and plans to minimize business interruption in the event of an unforeseen event.
Process Safety	Comprehensive process safety programs are documented for operations using chemical platforms for the synthesis of pharmaceutical products and include process hazard assessment requirements; preventive maintenance and mechanical integrity programs; controlled written operating procedures and safety documentation; process safety information development; change control requirements; and operations and maintenance training. Process safety activities exceed regulations by including processes that fall below regulatory volume thresholds and by including powders handling activities.
Product Safety	Each applicable operating location maintains a hazard assessment program to permit proper classification, labeling, safety data sheet preparation, and packaging of products. Information developed is used to train employees and to ensure that information on potential hazards is communicated to downstream users. These activities are conducted to meet existing regulations and recognized industry consensus standards.
Transportation of Products	Shipments of hazardous products meet domestic and international requirements. The hazards are due to the potency of certain drug products; or the presence of liquid nitrogen or dry ice needed to keep a product frozen. Transportation safety programs include identifying hazardous materials, safe packaging and labeling, training of employees and the selection of carriers to ensure safe transportation and delivery.
Contractors	Contractors must meet minimum qualifications before being hired. Specific criteria are used to evaluate contractor's compliance with applicable regulatory, safety, health, risk control, and environmental requirements. Contractor employees must be individually authorized to enter facilities and authorization is only granted when current information on qualifications and training is available.

Security Site Security	Security requirements are established at each location. Each operating unit has conducted a security vulnerability assessment that considers assets, vulnerabilities, potential threats, and countermeasures. Additional security measures are implemented to address findings in the vulnerability assessment.
Safety Measurement	iHC monitors accident rates and results are reported to senior management.
Special Works Permits	Through the risk assessment process, operations departments identify activities that may require a special review and authorization to ensure an enhanced level of safety. These activities include work with hazardous energy sources and hot work activities.