

Motion Controls Robotics Visitor Safety Policy

Motion Controls Robotics, Inc. (MCRI) will take all reasonable steps to make the workplace safe for its visitors. It is expected that MCRI's Visitors will adhere to the appropriate work practices as outlined in this section.

Safety is our number one priority at MCRI. For this reason, we ask for your full compliance with the following:

- Visitors are required to sign in at the reception desk. All visitors are to be greeted and accompanied by an MCRI employee.
- MCRI is a Drug-Free Workplace. We require that anyone entering our premises not be under the influence of alcohol and/or drugs.
- Smoking is only permitted outside of our building in designated areas.
- Safety glasses with side shields are required to be worn in all operation areas of the MCRI facility. Safety glasses are available at the main entrance.
- Hearing protection is not required unless needed for a specific system (hearing protection is available upon request).
- Visitors shall not carry or have in their possession firearms or other weapons while on the MCRI property, unless authorized by MCRI's management group.
- There is no photography or video allowed unless authorized by an MCRI representative.
- Clothing should keep safety in mind. Please note that shorts are not permitted in our facility. No open toed or canvas shoes are allowed in the operation areas. Steel toed shoes are not required.
- Please stay alert and watch for moving vehicles.
- Do not touch the equipment, never reach into moving robot cells and always respect safety fencing and other barriers.
- Smoking is not allowed inside the building. There are designated smoking areas available.

If you have any questions about any of the above procedures, ask an MCRI employee. Safe operating conditions are a priority at MCRI. If you see any unsafe conditions, please bring this to the attention of the MCRI representative with you. We will work together to ensure that you have a safe and productive visit.

Thank you for your cooperation!

MCRI Staff