



Attn.: All Suppliers to MicroPrecision LLC.

**RE: ISO 14001 Environmental Management System**

Dear Supplier,

MicroPrecision LLC. is committed to responsible environmental stewardship in the community, local governments in which it operates and the larger global environment of which it is a member. In partnership with this standard of business conduct, MicroPrecision LLC. has developed an Environmental Management System (EMS) and has obtained 3rd party certification to ISO 14001.

As an integral part of our EMS, awareness of MicroPrecision's Environmental Objectives must be relayed to all our suppliers and subcontractors. We request that our partners implement processes that are in line with MicroPrecision's environmental Policy and objectives when providing products, services and when visiting MicroPrecision's work sites.

MicroPrecision LLC. Environmental Policy:

**MicroPrecision, LLC is committed to protecting the environment through programs that will reduce our impact, prevent pollution, and fulfill our compliance obligations. MicroPrecision, LLC strives for continual improvement of its Environmental Management System.**

We first request that you please respond to this letter signifying that you acknowledge our Visitor site requirements. Include if you are committed to responsible environmental stewardship and if so, please provide a brief explanation or type of system you implemented or are working towards.

Secondly, we require that you please inform all of those in your organization that visit or might visit our facilities to the below MicroPrecision Visitor guidelines:

Visitor Policy

**Visitors are allowed into the building by appointment only. All visitors must sign in at their entry door when they arrive and sign out when they depart. Visitors must comply with the visitor policy at all times.**

- **Visitors are not permitted in the production facilities without permission of Management.**
- **Regular vendors/suppliers may be approved for finger-print door access at a designated door.**
- **Visitors will be required to use personal protective equipment while in any plant area which includes safety glasses, non-stick shoes and a facial covering.**

- **Visitors may not touch or attempt to operate any machine, device or equipment unless approved to do so by MicroPrecision.**
- **Visitors may not distract employees operating machines, devices or equipment unless approved to do so by MicroPrecision.**
- **Visitors must stay out of restricted areas marked by aisle lines unless approved to do so by MicroPrecision.**
- **Visitors must report all injuries or incidents immediately to management no matter how minor.**
- **Visitors must report spills or any other issues to their guide immediately.**
- **Visitors must follow general posted guidelines for disposal of universal waste and recycling.**
- **Visitors must notify their guide if they bring in chemicals or performing processes that may affect or impact our Environmental Management System (EMS).**

Thank you in advance for your continued support!

Purchasing Group

MicroPrecision LLC.

Delavan, WI