



常蔚自动化技术(深圳)有限公司
SCAN AUTOMATION TECHNOLOGY(SHEN ZHEN) CO., LTD.

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Responsible Sourcing Policy (V. 1.1)

Scan Automation Technologies

Scan cares deeply about the footprints we leave behind, for our employees, the local community, the global community, and our future generations. These footprints include that of the economic, environmental, and social considerations - inline with the three pillars of sustainability. To facilitate this goal, the leaders of Scan hold us and our vendors responsible for making decisions and taking actions for the benefit of the aforementioned stakeholders and scope.

Scan takes the following actions to monitor and act upon the decisions and actions of Scan and our suppliers, seeking a balance between achieving our objective of due diligence while minimizing operational burden on affected parties:

- I. Gather information regarding product and supplier through standard and commonly available documentations and declarations.
- II. Make efforts to visit the supplier sites and/or leaders to observe and understand their actual values, decisions, and corresponding actions.
- III. Communicate with the organization if important and specific ambiguity or concern arises to achieve understanding of situation.
- IV. Refrain from reliance solely on common yet generic forms and declarations that can be time consuming and sensitive, yet serve as poor representations of organizations. Specifically, Scan is to:
 - i. Rely mainly on our own efforts to gather relevant information.
 - ii. Rely on our best judgement to determine the type and nature of information to gather.
 - iii. Request for additional information from suppliers when there are specific reasons for concern or need for specific information.
 - iv. Evaluate the accuracy of the information and act accordingly.
- V. Refrain from engaging in business relationships with organizations whose decisions and actions are deemed unethical and harmful to the local and global community.

Scope of our evaluation may include (but not limited to):

- I. Origins.
 - i. Origin of the product.
 - ii. Origins of the materials, if it is determined that there is a minute possibility where raw materials can be traced back to known conflict zones or regions with rampant human rights abuse.



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- II. Materials.
 - i. Attention to raw materials known to cause harm to humans, animal species, or the broader ecosystem during the course of its lifecycle.
- III. Operations.
 - i. The input and output of energy (e.g. source of power) and resources (e.g. waste management) during the manufacturing of goods.
 - ii. The processes involved in producing the product.
- IV. People.
 - i. Indicators regarding human welfare. This includes minimum employee age, work hours, working conditions, and workplace safety.
- V. Economics.
 - i. Whether employees are compensated with what constitute as a fair and living wage in light of local standards.
- VI. Ethics.
 - i. Avoid business ties with continuous offenders of aforementioned evaluations.
 - ii. Avoid business ties with organizations known to continuously violate local and international regulations.
 - iii. Avoid business ties with organizations that engage in business espionage, theft of all forms, and other unfair business practices.

We at Scan are committed to abide by the principles and guidelines outlined in this document, and encourage our suppliers and business partners to engage due diligence for the benefit of the broader global community.

Declared by:

The Scan Management Team

(July 15, 2015)