



# CORPORATE SOCIAL RESPONSIBILITY

Dispensing Dynamics International is dedicated to managing our business in a socially accountable manner while complying with all applicable laws and regulations that affect our business. The leaders at Dispensing Dynamics strive to continually improve our CSR Management efforts in order to advance both our social and environmental responsibility and business ethics.

In everything we do at Dispensing Dynamics International, from day to day business operations, launching leading-edge technologies or designing differentiating solutions for our customers, we pursue innovation and manufacture products in a manner that is consistent with our corporate values. Our values shape our company, how we work as individuals, and represent us in the global community.

## *Our Commitment*

At Dispensing Dynamics International, our values define who we are and what we stand for. All of us here at Dispensing Dynamics International must value integrity, teamwork, have a winning mindset, be accountable and innovative. These values are a must for us as individuals, as part of a team, and as part of a global company that we have become. Our values represent what we stand for to our customers, our vendors and our manufacturing partners. They are how we attract talented people to our company and more importantly retain them. Dispensing Dynamics's employees are the foundation upon which we have fabricated our business and reputation upon and will continue to be the framework of our company for years to come.

- **Integrity**—Build mutual trust through ethical and responsible thoughts, words, and actions.
- **Teamwork**—Collaborate, share information openly, leverage our diversity, be transparent, speak up, debate, and disagree, but decide, commit to the decision, and make it a success.
- **Winning Mindset**—Be positive, adaptable, competitive. Seek continuous improvement and be a champion of our customers' success.
- **Accountability**—Define, own, and answer to your area of responsibility. Deliver to commitments to ensure our customers' positive, quality experience with Dispensing Dynamics International.
- **Innovation**—Think forward, take calculated risks, be agents of change, adapt quickly, create a learning environment where we develop our skills and invest in our employees.

### *Conflict Minerals*

Dispensing Dynamics International will conduct due diligence with relevant suppliers concerning the origin of the metals that are used in Dispensing Dynamics International products. Suppliers must demonstrate that they understand and support and will not knowingly procure metals that specifically originate from the conflict mines in the DRC Region. Dispensing Dynamics requires that our suppliers provide evidence of their due diligence activities, and a Conflict Minerals statements confirming compliance regarding Conflict Minerals.

### *Governance and Ethics*

Since its founding in 2007, Dispensing Dynamics International has made every effort to conduct business to the highest ethical standards and in full compliance with all applicable laws. Every employee, officer, and member of our board of directors plays a role in ensuring these standards and laws are upheld.

The Dispensing Dynamics International “Code of Conduct” listed in the *Dispensing Dynamics International Employee Handbook and Policy Manual* describes the standards of business and behaviors that are expected of all company employees, officers, and board members. In simple terms, the code requires that Dispensing Dynamics International conducts business in compliance with the laws of all countries in which we operate and with the highest ethical standards. The standards provide greater detail on how to comply with the code in specific situations, including fair competition, anti-bribery and anti-corruption, and conflicts of interest.

### *Employees*

Dispensing Dynamics International has provided all employees’ access to the Employee Handbook and Policy Manual. DDI Employee Handbook describes the practices and procedures in effect at Dispensing Dynamics International and is intended to serve as a set of guidelines.

### *Prohibition Against Harassment and Discrimination Policy*

Dispensing Dynamics International strictly prohibits discrimination or harassment of any employee, prospective employee, or an employee of a customer, supplier, or partner on the basis of race, color, religion, gender, national origin, ancestry, age, marital status, sexual orientation, disability, medical condition, veteran status, or any other status protected by applicable law. We welcome all qualified job applicants and will make reasonable accommodations for disabled job applicants and employees if the person is qualified to safely perform the essential functions of the position. Comments or conduct of a sexual nature, where such behavior may reasonably threaten or offend a fellow employee, prospective employee, or an employee of a customer, supplier, or partner, is strictly prohibited.

### *Compensation and Benefits*

Dispensing Dynamics International understands that employees are the key to our success. Our compensation and benefits programs are designed to support and inspire our employees and to share company success. We provide competitive wages and comprehensive benefits to meet the health and work/life balance of our employees. Employees are provided with the opportunity to participate in the corporate health, eye care and dental benefits programs.

### *Communication and Professional Development*

We believe in open and constructive communication among all employees regardless of organizational position. We facilitate this process through continual communication, a conflict resolution process and freedom and confidentiality to raise concerns.

Dispensing Dynamics International fosters an environment that encourages professional growth and development. An extensive range of position related developmental courses are offered to our employees. As we continue to expand globally, we are increasing our focus on building leadership and management capabilities.

### *Health and Safety*

Dispensing Dynamics International is committed to providing a healthy and safe workplace for all employees and is committed to comply with all applicable standards and regulations in the workplace. We also work closely with our suppliers to ensure they meet global health and safety standards and guidelines as part of the DDI Supplier Quality Agreement and Code of Ethics form (QA0496FM).

Employee exposure to potential safety hazards are closely managed through proper design, engineering and administrative controls, preventative maintenance, safe work procedures (including lockout/tagout), and ongoing safety training. Inspections are performed on a regular basis.

### *Health and Safety Performance Indicators*

Dispensing Dynamics International collects health and safety, complies with OSHA requirements and posts Health and Safety metrics for employees benefit. Dispensing Dynamics International does have a corporate safety team that meets regularly to review concerns or issues if any should arise.

### *Diversity*

As a global technology leader, Dispensing Dynamics International celebrates our company's diversity and the innovation that diversity helps to foster. We believe that a diverse organization and inclusive work environment enables our employees to thrive professionally and are critical to our future growth and success.

### *Worldwide Workforce Makeup:*

Dispensing Dynamics International directly and indirectly through manufacturing partners employs more than 1,000 people in 4 countries worldwide.

### *Supply Chain*

Dispensing Dynamics International maintains long-term relationships with our key suppliers to ensure a robust supply chain that is financially solvent, provides technology access that is aligned with our development efforts, delivers competitive pricing, and fosters innovation in our products.

As a supply chain partner, we meet with our suppliers to measure business performance on technology, quality, pricing, cycle times, and yield improvements. We work with our suppliers to assure that expectations and plans are achieved and is regulated as part of the DDI Supplier Assessment form (PV6414FM).

### *California Transparency in Supply Chains Act of 2010*

Dispensing Dynamics International is committed to responsible sourcing, including the elimination of human trafficking and slavery, if any, in our supply chain. We expect all of our suppliers to comply with all applicable laws, including eradication of forced, bonded, indentured, involuntary convict or compulsory labor or illegal child labor. Fundamental to Dispensing Dynamics International's tenets, we expect our suppliers to adopt sound human rights practices and to treat workers fairly and with dignity and respect, provide a safe and healthy work environment for their workers, conduct business in compliance with applicable environmental and employment laws and comply with all other applicable laws and regulations. Dispensing Dynamics International is considering at this time whether to adopt formal verification, audit, certification, standards and training processes related to its supply chain.

Thank you for your support and continued commitment,

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Chris Sigmon  
President and COO