



ENVIRONMENTAL SOCIAL GOVERNANCE POLICY

2023



LETTER FROM OUR PRESIDENT

Technology has brought the world together in a way we have not seen in prior generations. We are truly starting to be one communal planet as more and more people get connected. But this has also brought to light that we all have a responsibility to protect and treat the planet with respect and care.

As an engineering and manufacturing company, we feel the responsibility even heavier. Since we make a physical product, our impact on the environment can be more significant. We buy, transport, store, and produce products. Each product and each process can impact the environment. We understand that we truly have an opportunity to make a difference.

Over the last decade, Bishop-Wisecarver has accelerated our sustainability efforts. Most recently we completed the installation of solar panels on our roof as well as the building of solar carports. This will allow us to be completely off the grid for several months of the year, even with our need to heat treat our linear rails.

Our purpose statement is to “enhance the world through diversity of mechatronic solutions in harsh and extreme environments”. We believe that diverse supply chains, team members and solutions truly help to make the world a cleaner, just, equitable and inclusive place.

From Bishop-Wisecarver’s start 73 years ago, the ability to solve tough problems has been a cornerstone of our culture. It permeates our interactions with anybody in our ecosystem. This has evolved into two of our core values as our Signature Experience and our need to Embrace a Pioneering Spirit. These stem from our first core value of preserving our family culture. Our team is passionate about seeing that family extend to all our customers, supply chain partners and local communities.

From the start, my father had strong roots in the Bay Area. We have been involved with our local community since day one. We give back to our community, both close to our facility and within our professional communities.



We have a history of forging long-term partnerships that generate high levels of trust and transparency. Yet governance is an important part of running a company. We have put processes in place to ensure that we rely not only on trust, but also have oversight. Our risk management served us well during the pandemic.

In summary, ESG is integral to our vision as we move forward into the next 70+ years. I am excited that Bishop-Wisecarver is publishing our first official ESG policy. This inaugural document will be the start of continuous improvement efforts and provide us a north star to push us to keep getting better and better as a company and a world citizen.

PAMELA A. KAN
President / Owner



COMPANY OVERVIEW

INGENUITY THAT ENDURES

Powered by more than 70 years of relentless problem-solving and steadfast reliability, Bishop-Wisecarver (BW) delivers innovative motion solutions around the world that thrive in harsh and extreme conditions. Our linear and rotary motion solutions, custom complex assemblies, and mechatronic solutions lead the manufacturing industry, and they are backed by our Signature Experience promise of expert guidance, confidence, and 100% customer satisfaction.

Much has changed in the world since our inception in 1950, but Bishop-Wisecarver remains a family-owned, American company committed to earning the trust of our customers with the highest-quality products. Our legacy started with creative manufacturing solutions that only Bud Wisecarver could envision. It evolved with the invention of the DualVee® track and guide wheel system, launching Bishop-Wisecarver into a world-class company. And it continues today in its second generation under his daughter, Pamela Kan, with an ever-growing portfolio of new patents, mechatronics, and forward-thinking solutions that our customers love.

In manufacturing, few things are as important as reliability. When you purchase from Bishop-Wisecarver, you aren't just getting a product that works; you're getting products, systems, and industry-leading expertise you can trust, especially in harsh conditions and critical environments—always exceeding our customers' reliability requirement. And now we are adding social and environmental controls and processes internally as well as for our supply chain partners to increase the level of trust our customers can have in a BW solution.

We are proud to help nourish, shelter, entertain, protect and move the world in the most contaminated environments and critical conditions.

Customer feedback proves our Signature Experience outperforms the competition by offering reliable and custom solutions with expert engineering services.

Ultimately, we deliver on-time, increase product life, and lower the total cost of ownership for our customers.

BISHOP-WISECARVER THROUGH THE PANDEMIC

At the onset of COVID-19, Bishop-Wisecarver was designated an essential manufacturer due to our supply chain infrastructure and markets served. True to our agile culture, Bishop-Wisecarver was able to rapidly transition our team into a hybrid workforce in less than 24 hours ensuring business continuity and regular communication with staff, clients, and suppliers. As such, major operations never ceased throughout the pandemic.

We rapidly evolved on-site operations in accordance with government health mandates to protect our employees while increasing the use of supportive screening measures and heightened PPE for increased protection of our employees and their families. The company made investments early to source additional PPE and test kits for employees while supplies were scarce.

As an “Essential Manufacturer”, we supplied critical materials to our customers and directly supported the production of laboratory and medical device equipment used for COVID testing throughout the pandemic. Ongoing production supporting critical infrastructure projects during this time when others could not.

Established in the Bay Area since 1950, BW has a rich history of involvement and support within our surrounding communities. The pandemic was no different and BW allocated materials, direct labor support, and additive manufacturing production capacity to provide desperately needed PPE at no cost to local healthcare workers and first responders. Maintaining our strong family culture, BW leveraged technology to host company virtual meetings and activities to keep employees connected. The company provided a weekly lunch for on-site employees and in the spirit of equity, also provided food gift cards to remote employees.

Not only did Bishop-Wisecarver survive through the COVID-19 pandemic as an essential manufacturer due to our supply chain infrastructure and markets served, we were able to grow our workforce and increase revenue. This is a true testament to our agile culture and adhering to our Need for Speed core value to rapidly transition over 50% our team into a hybrid workforce.

The pandemic provided an opportunity for BW to work effectively and efficiently in our new normal, hybrid environment. During and since the pandemic, we have seen our highest customer and employee NPS scores, and our culture has flourished.

BISHOP-WISECARVER

ESG POLICY STATEMENT

At Bishop-Wisecarver, we are steadfast in our commitment to Environmental, Social, and Governance (ESG) principles, recognizing that they are integral to our long-term success and our responsibility as a global corporate citizen. Our ESG policy serves as a foundational pillar of our organizational strategy and operations.

Environmental Stewardship

We acknowledge the critical importance of environmental sustainability in preserving our planet for future generations. Our dedication to this principle is unwavering:

- 1. Environmental Impact Reduction:** We strive to minimize our carbon footprint and reduce resource consumption throughout our operations. We actively seek energy-efficient technologies and sustainable practices to mitigate environmental harm.
- 2. Sustainable Sourcing:** We are committed to sourcing raw materials and products responsibly, supporting eco-friendly suppliers, and adhering to stringent environmental standards.
- 3. Climate Action:** We are resolute in our efforts to combat climate change by setting ambitious emissions reduction targets and pursuing renewable energy solutions.

Social Responsibility

Our commitment to social responsibility extends to our employees, communities and all stakeholders:

- 1. Workplace Inclusivity:** We foster a diverse and inclusive workplace where every employee is treated with dignity and respect. We promote equal opportunities and ensure a safe, supportive, and inclusive work environment.
- 2. Community Engagement:** We actively engage with and invest in the communities where we operate, contributing to their social and economic development.
- 3. Ethical Business Practices:** We conduct our business with the utmost integrity, adhering to the highest ethical standards in all dealings, including transparent and fair practices in our supply chain.

Good Governance

Strong governance is the cornerstone of our commitment to accountability, transparency, and ethics:

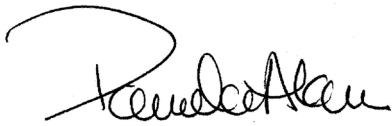
- 1. Board Oversight:** Our board of directors oversees our ESG efforts, ensuring alignment with our organizational values and long-term objectives.
- 2. Compliance and Ethics:** We adhere rigorously to all applicable laws, regulations, and industry standards. Ethical conduct is non-negotiable, and we encourage a culture of integrity at all levels of our organization.
- 3. Transparency:** We maintain open communication with stakeholders, regularly reporting on our ESG performance, challenges, and progress toward our goals.

BISHOP-WISECARVER ESG POLICY STATEMENT

We firmly believe that integrating ESG principles into our strategy and operations not only serves the best interests of our shareholders but also contributes positively to the well-being of society and the sustainability of our planet. We recognize the urgency of the global challenges we face and are dedicated to being a force for positive change.

This ESG policy statement is not just a commitment; it is a guidepost that informs every decision we make. We will continually assess and refine our ESG strategy to ensure that it reflects the evolving needs and expectations of our stakeholders and the broader global community.

Signed,

A handwritten signature in black ink, appearing to read 'Pamela A. Kan', with a large, stylized initial 'P'.

Pamela A. Kan, President/Owner

ENVIRONMENTAL

Environmental Objectives and Goals

At Bishop-Wisecarver, we are dedicated to environmental sustainability, recognizing our role in protecting the planet and mitigating climate change. To achieve this, we have established clear objectives and goals that guide our actions and initiatives:

1. Carbon Emissions Reduction

- **Objective:** To significantly reduce our carbon emissions, aligning with state, federal and international climate targets and working towards net-zero emissions.
- **Goals:**
 - o Achieve a 30% reduction in greenhouse gas emissions by 2028
 - o Achieve 75% Hazardous waste reduction by 2028
- **Objective:** To minimize our resource consumption, waste generation, and environmental impact across our operations.
- **Goals:**
 - o Implement comprehensive waste reduction and recycling programs to divert 30% of waste from landfills by 2030.
 - o Evaluate and implement sustainable packaging solutions for our products.

2. Sustainable Sourcing

- **Objective:** To source raw materials and products responsibly, supporting eco-friendly suppliers and reducing the environmental footprint of our supply chain.
- **Goals:**
 - o Collaborate with suppliers to prioritize environmentally sustainable sourcing practices.
 - o Increase the percentage of sustainable and certified materials in our products.

3. Eco-friendly Practices

- **Objective:** To promote and adopt eco-friendly practices within our organization and encourage sustainable behavior among our employees.
- **Goals:**
 - o Encourage employees to reduce their individual environmental impact through awareness campaigns and incentives.
 - o Implement energy-saving measures, such as LED lighting and energy-efficient appliances, in our facilities.
 - o Evaluate and implement transportation policies that encourage the use of public transportation, carpooling, and telecommuting.

4. Environmental Reporting and Transparency

- **Objective:** To maintain transparency and accountability in our environmental efforts by regularly reporting on our progress.
- **Goals:**
 - o Publish an annual environmental sustainability report, detailing our performance, goals achieved, and areas for improvement.
 - o Engage with external stakeholders, including customers, investors, and environmental organizations, to gather feedback and improve our environmental practices.

These environmental objectives and goals are an integral part of our commitment to ESG principles. We are dedicated to continuous improvement, monitoring our progress, and adapting our strategies to address emerging environmental challenges and opportunities. Through these actions, we aim to be responsible stewards of the environment and contribute to a more sustainable future for all.

Environmental Pledges

- Buy an electric/ hybrid vehicles going forward
- Improve current fleet fuel efficiency
- Install PV panels
- Support remote/hybrid work
- Install LED outdoor parking lights with motion sensors
- Encourage eco-driving
- Purchase LED exit signs
- Reduce your waste
- Turn down thermostat in winter
- Turn up thermostat in summer
- Switch to CFLs
- Power management of computers
- Print double sided
- Use rechargeable batteries
- Install water efficient landscaping
- Switch from T12 light to T8 lights
- Install low flow faucets
- Maintain Bay area green business certification
- Achieve 75% Hazardous waste reduction by 2028
- Choose packaging materials with post recycled content
- Choose paper products with minimum of 30% post-consumer recycled content
- Use of water coolers in production facility (cutting plastic bottle waste)
- Recycle packaging and raw materials

Carbon Footprint

Total Footprint:

8538 tons CO₂ / year

12.2% **BETTER** than
similar businesses

By 2028 reduce carbon footprint by 30%

STAKEHOLDER ENGAGEMENT

WE ALWAYS DELIVER A SIGNATURE EXPERIENCE

At Bishop-Wisecarver, we infuse our in-house engineering and design expertise with resourcefulness and grit to come up with reliable solutions that get the job done. But what makes Bishop-Wisecarver truly special is our commitment to seeing the world from your point of view. In fact, we promise to listen carefully, ask questions throughout, and thoughtfully consider your complex and unique needs before designing your solution.

By defining success on your terms and following up with you post installation, we are able to guarantee a solution that exceeds your expectations on every project, every time. This promise, which we proudly refer to as our Signature Experience, pushes us to always exceed customer expectations with reliable motion solutions that are on time and on budget, with no surprises. It's about delivering reliability, increased efficiency, and customer loyalty with every solution we provide—and it truly sets Bishop-Wisecarver apart from the competition.



"Debbie always comes up towards the top of the list when I ask my guys about which vendors offer the best service. A great product is greatly diminished with subpar customer service. Not the case with BW and Debbie. Keep it up!"

- Chris Bursack, Vice President of Sales & Business Development



"Bishop-Wisecarver provides everything you look for in a supplier: quality products, on-time delivery, and ready support that leads to the best value for the components we purchase."

- Michael Travis, Corporate Supply Chain Manager

SIGNATURE EXPERIENCE GUARANTEE

- We ensure Bishop-Wisecarver is a Right Fit
- Our documented processes ensure we listened to the customer's needs and verifies alignment
- Customer receives customized solution for their need - even if just one unit
- We deliver the order as promised
- Customer knows we appreciate their business at every step
- We proactively communicate with the customer, keep them up to date; building confidence in Bishop-Wisecarver
- We guarantee we got it right = 100% Customer Satisfaction

SOCIAL

Bishop-Wisecarver is a WBENC-Certified Women-Business Enterprise (WBE), and we take pride in our Core Values, especially our extraordinary family culture of belonging, teamwork, and performance excellence.

By focusing strategies that spotlight and reinforce our Purpose & Core Values to drive employee engagement, BW earned its highest eNPS score (55) in 2021 and followed up with another world class score of (44) in 2023. Our transparency is crucial for fostering trust and positive relationships. By being open and honest about the overall financial health of BW including the good, the bad, and the ugly has created a more transparent work environment that has promoted fairness, accountability, and employee engagement. This transparency has also led to improved job satisfaction, increased retention rates, and ultimately, better business outcomes. Prioritizing transparency in our communications and decision-making processes has demonstrated a commitment to our employees' well-being and contributes to our culture of mutual respect and trust.

DIVERSITY AND INCLUSION

Diversity and inclusion are not only integral to our success but also reflect our Mission Statement and Core Values. We are committed to building a workplace that is diverse, equitable, and inclusive, where every individual's unique perspective, experiences, and talents are welcomed and celebrated.

We believe that a diverse workforce enriches our creativity, innovation, and problem-solving capabilities. We are dedicated to recruiting, retaining, and promoting individuals from a wide range of backgrounds, including but not limited to ethnicity, gender, sexual orientation, age, disability, and socio-economic status. Our goal is to create a workforce that mirrors the communities we serve.

Inclusion is at the heart of our corporate culture. We strive to create an environment where all employees feel valued, heard, and empowered to contribute their best. We are committed to providing equal opportunities for career development, training, and advancement, ensuring that every employee can reach their full potential.

Our commitment to diversity and inclusion extends beyond our workplace. We actively engage with the communities we operate in, supporting initiatives that promote social equality, education, and access to opportunities for underrepresented groups. It starts with roots in our community supporting multiple channels for the next generation and manufacturing superstars. We are highly involved with:

1. MFG Day
2. FIRST Robotics
3. Maker Girl
4. College & Careers Access Pathways (CCAP): Ygnacio Valley HS/ Diablo Valley College
5. STEM-based organizations & programs

Our employees have provided tremendous support of these programs and have seen their own personal development and growth at BW.

LEARNING & DEVELOPMENT

We recognize that learning and development are critical components of our ESG policy. We are committed to providing our employees with the resources and opportunities they need to develop their skills and grow professionally, while also contributing to the sustainable development of our organization.

We believe that investing in our employees' learning and development is essential for building a strong, engaged, and resilient workforce. We strive to create a culture of continuous learning and improvement, where employees are encouraged to develop new skills, learn from each other, and innovate to support our Purpose in the field of mechatronics. Our goal is to foster an environment where employees feel empowered to take ownership of their learning and are provided with the support and resources they need to succeed.

Bishop-Wisecarver believes that investing in learning and development is not only beneficial for our employees but also contributes to the long-term sustainability of our organization. By prioritizing employee development, we can increase employee engagement, retention rates, and productivity, all of which can have a positive impact on our financial performance.

Bishop-Wisecarver is proud to have an average tenure of over 10 years. Many of our employees have had a long, industrious career at BW that has led them to new heights.

SUPPLIER RELATIONSHIPS

SUPPLIER DIVERSITY

We believe not only in paying it forward but also back.

Bishop-Wisecarver is proud to be a certified Women's Business Enterprise (WBE) and Women Owned Small Business (WOSB). As a small to medium size enterprise (SME) US manufacturer we believe that what is good for large corporations is good for smaller ventures as well. We believe that supplier diversity provides us with a significant position of strength in which to support our customers and outperform in the markets we serve.

Our policy is a philosophy that applies to all our suppliers, contractors, and subcontractors of goods and services. BW believes diversity creates a supply chain that is more flexible and innovative and thus provides greater strategic value for our customers. A supplier base that is diverse helps us better understand and anticipate the needs of the customers we serve. We recognize that our business performance is elevated when we can tap into the expertise and creativity of all BW suppliers and partners and thus positively contributes to our competitive advantage.

*Our suppliers should reflect the people we are
in business to serve... our customers.*

BW employees strive to channel business opportunities to minority and women-owned business enterprises whenever the opportunity arises to procure goods and services from an outside supplier. Our sourcing and procurement process is expected to adhere to this philosophy, with a goal to actively increase supplier inclusion year over year. As a SME ourselves, we believe that helping other SMEs and entrepreneurs move quickly into the mainstream of the economy strengthens the diverse business community economically and BW takes pride in contributing to the overall economic growth of California and the US. These entrepreneurs broaden market competition, spur innovation and creative approaches to problem solving, and enhance our capability to manage our businesses through all economic cycles. Overall, these entrepreneurs create a thriving, diverse business climate that we ourselves take part. Our goal is to build deep relationships with our suppliers, which will allow us the ability to provide unique insights into emerging markets, enhance our supply-chain, build a loyal customer base, and create wealth in the communities where we, our customers and suppliers do business.

GOVERNANCE

PROFESSIONAL AND ETHICAL STANDARDS

Bishop-Wisecarver upholds the highest professional and ethical standards in every aspect of our business. It applies to all employees and stakeholders associated with our company.

SOCIAL GOVERNANCE

At Bishop-Wisecarver, we have established a framework for fostering positive relationships with our employees, suppliers, customers, and communities. We are committed to operating ethically, responsibly, and in a manner that acknowledges and respects the rights and dignity of all individuals and communities we impact.

1. Employee Relations:

- Uphold fairness, respect, and dignity.
- Prioritize workplace diversity and safety.
- Provide competitive compensation and continuous skill development.
- Owned by: Executive Committee

2. Supplier Relations:

- Regular audits to ensure compliance.
- Support suppliers in meeting our standards.
- Owned by: Operational Committee

3. Customer Relations:

- Ensure high product quality and safety standards
- Provide transparent product information.
- Maintain open channels for feedback.
- Owned by: Strategic Committee

CYBERSECURITY AND DATA PRIVACY

Privacy and security are of utmost importance in our operations. We understand the significance of safeguarding our customers' and employees' personal and confidential data, and we are committed to complying with all relevant regulations and standards. Our ESG report highlights our efforts to enhance privacy and security measures throughout the organization and mitigate potential risks.

We have established a robust governance framework to ensure that privacy and security remain a priority in our operations. Our IT team is responsible for managing data privacy and security risks. We also have an independent audit and compliance team (RSI security) that conducts regular reviews to ensure that our policies and procedures are up to date and effective in mitigating risks.

We have implemented various security measures to safeguard personal data, including access controls, encryption, and data backup and recovery procedures. We also conduct regular vulnerability assessments and penetration testing to identify potential threats and mitigate them proactively. We have also established an incident response plan that outlines the steps we will take in the event of a data breach or other security incident which is part of an effort to advance cybersecurity maturity to meet the objectives set forth by the NIST Special Publication 800-171 (DFARS compliance).

In conclusion, privacy and security are fundamental to our operations, and we take our responsibilities seriously. We are committed to continually improving our privacy and security measures to protect our customers' and employees' personal data, comply with relevant regulations and standards, and maintain our reputation as a trusted manufacturing company.

FINANCIAL GOVERNANCE

We have implemented various measures to promote sound financial governance, including maintaining accurate and timely financial records, implementing effective financial controls, and establishing a clear financial reporting structure.

We are audited by external auditors to ensure that our financial statements are presented fairly and in accordance with GAAP (Generally Accepted Accounting Principles) standards.

COMPLIANCE

1. **Accountability:** Our ESG committee will oversee the consistent application and monitoring of this policy.
2. **Regular Review:** Periodically assess and update the policy based on feedback, performance evaluations, and emerging best practices.
3. **Transparency & Reporting**
 - a. **Reporting:** Third party Audits such as: DFARS, Accounting, AS9100
 - b. **Engagement:** Actively engaging with stakeholders to understand their concerns related to governance risks.
4. **Risk Management & Review**
 - a. **Tracking:** Continuously monitoring and tracking identified risks and any new ones.
 - b. **Review Meetings:** Periodic meetings to assess the effectiveness of the risks management process and to ensure that risks are being appropriately managed by the Executive Committee.
5. **Response to Legal Risks**
 - a. **Avoidance:** Adjusting operations or strategies to completely avoid the risk.
 - b. **Reduction:** Implementing measures to reduce the potential impact or likelihood of the risk.
 - c. **Legal Audits:** Periodic review of operations, contracts, and practices to ensure they align with relevant laws and best practices.

CONTINUOUS IMPROVEMENT

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We are dedicated to the continuous enhancement of our ESG policy, fostering a culture of innovation and adaptability to remain aligned with evolving ESG trends and best practices. We pledge to regularly review and improve our ESG commitments, ensuring they remain relevant and effective in our pursuit of sustainability and responsible corporate citizenship.

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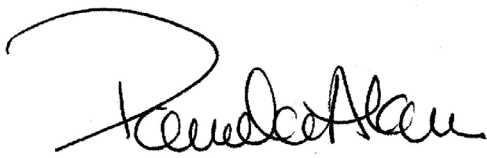
CONCLUSION

In conclusion, our commitment to Environmental, Social, and Governance (ESG) principles is steadfast and integral to our core values. We recognize that ESG considerations are not only crucial for our long-term sustainability but also for the betterment of society as a whole. By adhering to our ESG policy, we aim to create lasting positive impacts on the environment, society, and our governance practices.

We are dedicated to the continuous improvement of our ESG initiatives, setting higher standards, and fostering a culture of responsible corporate citizenship. Together, we will contribute to a more sustainable and equitable future for all stakeholders.

Signed,

The Board of Directors





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