

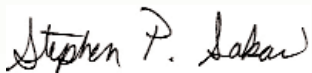
## Welcome to CMD

Thank you for taking the time to visit us. We strive to provide a safe, secure, and confidential environment for your visit.

Our campus includes our 42,000 sq. ft. Technology Center and 50,000 sq. ft. manufacturing and administrative headquarters. Both facilities are equipped with state-of-the-art security systems and confidentiality policies. Your safety is ensured by strict adherence to our buildings and grounds safety procedures. These policies and practices are outlined in this brochure; feel free to call with questions you may have prior to your arrival.

Everyone at CMD is committed to your success. It is our mission to provide you with the best possible services, highest quality products and most innovative technology resources in the business. Enjoy your visit. If there is anything we can do to make your stay more comfortable, just ask - we're here to help.

Warmest Regards,



Steve Sakai  
President



CMD is located in the vicinity of several major metropolitan areas, including Minneapolis, Milwaukee and Chicago. Air transportation is easily accessible by regional and international airports in Green Bay, Appleton and Milwaukee. Driving is simple and direct via Wisconsin's well-maintained interstate system.

A detailed map and driving directions are included with this brochure, or you can find a map and driving directions at:

[www.cmd-corp.com](http://www.cmd-corp.com)

Please feel free to call for assistance with any of your travel or hotel plans. (920) 730-6888, ext 8294.

## Visitor Information



Listen-Learn-Lead™



World Headquarters  
Technology Center

Appleton, Wisconsin

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# Welcome to CMD

To ensure your comfort, safety and the confidentiality of any discussions, CMD has developed the following guidelines, which we ask you to review prior to your visit. If you have any questions regarding this information, please contact your CMD host.

## CONFIDENTIALITY AGREEMENT



You will be asked to sign a visitor confidentiality and safety agreement when you enter the building.

## NAME TAGS



All visitors must log in and obtain a visitor's name badge, which must be worn throughout

the visit. Visitors must be escorted by CMD personnel at all times. Name badges must be left with receptionist when leaving the CMD campus.



## CELL PHONES / ELECTRONIC DEVICES

No electronic recording devices, including cell phones, will be allowed on CMD shop floors or in any equipment demonstrations. Such devices may be secured in a conference room or with the receptionist for retrieval after the demonstration or tour.



## SAFETY GLASSES AND SHOES

Safety eyewear is required for employees and visitors during any visit to manufacturing areas. Steel toed shoes are required when training or working on equipment. Ask to be provided with safety gear if you do not have your own.



## LOCK-OUT TAG-OUT POLICY

- Equipment marked as Locked-Out, Tagged-Out is not operable.
- CMD personnel and their guests are not allowed to supply power to or operate Locked-Out Tagged-Out equipment.
- Consult the employee issuing the Lock-Out Tag-Out with any questions about the status of the equipment.



## MSDS INFORMATION

As required by OSHA, Material Safety Data Sheets (MSDS) books are located in the shop area. These sheets provide first-aid information if an employee or their guest comes in contact with chemicals, alloys, and potentially harmful substances. In case of accidental exposure to a potentially harmful substance, Dial 7000 to page a CMD First Responder to your location, then refer to the MSDS.



## OVERHEAD MATERIAL HANDLING

CMD requires the use of head protection for anyone in the vicinity of:

- Overhead maintenance and lifting
- Working around loaded overhead conveyors
- Individuals working above you
- Saw and paint booth areas
- Construction projects



## EMERGENCY ASSISTANCE

- Dial 911 in case of emergency - OR - Dial 0
- Dial 7000 to page a CMD First Responder to your location



## EVACUATION INSTRUCTIONS

- Listen for alarm and any Public Address instructions
- Use the accompanying maps to find the nearest exit and outdoor emergency assembly area
- Stay with your CMD host
- Report your name and your host's name to the individual in charge.



## TORNADO AREA

Maps indicating the nearest interior shelter are available at the reception desks in either building.