

**MEMORANDUM****To:** Sauer North America Employees**Date:** September 26, 2025**Subject:** Sauer North America Artificial Intelligence Policy

Artificial Intelligence (AI) is one of the most exciting developments of our time. It has the potential to transform how we work by increasing our productivity, helping us track data more accurately, developing strategies that improve our business, and even assisting with many of our daily tasks. At Sauer North America, we see AI as an incredible tool that will help us operate more effectively and stay ahead in our industry.

As we continue to learn about AI, we must also recognize that this technology comes with risks if not applied thoughtfully. Protecting our people, our customers, and our business is a priority. In addition to safety concerns, the generic content that is often produced and easily recognized can undermine Sauer's credibility in the industry. To ensure that we are acting responsibly with the technology, we have established an AI Committee that will guide Sauer North America toward safe, ethical, and effective use of this resource. In addition, please see the following section for the company policy regarding the use of AI for official Sauer business.

Approved Tools

Copilot is approved for use because it is secure and included as part of our Microsoft 365 subscription. Free or public AI tools such as ChatGPT, Gemini, and others are not secure and can use or store your data. Please do not put any sensitive information into these platforms. As more tools are approved for use by Sauer North America, we will keep an updated list that will be made available to everyone on the S Drive.

Approval Process

Any AI tool or platform that connects to our internal systems must first be approved by designated members of the AI Committee. To request approval, you must complete the approval form: [AI Tool Approval Form](#). Please note that new AI tools should not be used until approval is granted in writing.

Data Protection Guidelines

When using AI tools, please do not share proprietary Sauer information, including technical drawings, designs, strategies, financial data, personal employee information, customer information protected by Non-Disclosure Agreements (NDAs), or any data that is questionable or uncertain. If you are unsure about whether information may be entered into an AI tool, ask your manager before proceeding.

Please remember that AI is a tool, and not a replacement for human judgment. We all have a role to play in safeguarding how we use this quickly evolving technology. By combining the efficiency of AI with the expertise of our people, we can harness this resource to help us leverage our capabilities. Together we can use this technology responsibly, protect what matters most, and embrace the opportunities that it provides. If you have any questions regarding this policy, please reach out to me directly.

Don Eaton, President & CEO
Sauer North America