INCIDENT INVESTIGATION PROCEDURE

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Polar Dynamics Robotics, Inc.

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1. PURPOSE AND SCOPE

1 This Incident Investigation Procedure ("Procedure") establishes the

2 This Procedure applies to all incidents occurring during the operatio

a) Safety incidents and near-misses

b) Equipment malfunctions in sub-zero environments

c) Navigation system failures

d) Cold-resistance system compromises

e) Customer facility incidents involving Company products

f) Regulatory compliance issues

2. DEFINITIONS

1 "Incident" means any unplanned event that results in, or has the pot

2 "Investigation Team" means the cross-functional group responsible

3 "Root Cause Analysis" means the systematic process of identifying

3. INVESTIGATION PROCEDURE

1 Initial Response

a) Secure the incident scene and affected equipment

b) Notify relevant department heads within 2 hours of incident discove

c) Preserve all digital logs, sensor data, and system recordings

d) Document initial conditions, including temperature readings

e) Identify and isolate affected BlueCore(TM) components

2 Investigation Team Assembly

a) Chief Robotics Officer or designee shall convene Investigation Tea hours

b) Legal Department shall assign counsel to oversee investigation

c) Quality Assurance shall designate technical lead investigator

d) External experts shall be engaged as needed

3 Evidence Collection

a) Photograph and video document the incident scene

b) Download all system logs and performance data

c) Collect witness statements and operator accounts

d) Preserve physical evidence in temperature-controlled storage

e) Document environmental conditions and facility parameters

4. ROOT CAUSE ANALYSIS

1 The Investigation Team shall employ the following analytical metho

a) Fault tree analysis

b) Timeline reconstruction

c) System performance review

d) Environmental factor assessment

e) Human factors evaluation

2 Analysis Documentation Requirements:

a) Detailed narrative of incident sequence

b) Supporting technical data and calculations

c) Environmental condition impacts

d) Identification of primary and contributing causes

e) System vulnerability assessment

5. CORRECTIVE ACTIONS

1 The Investigation Team shall develop corrective actions addressing

a) Immediate safety concerns

b) System design modifications

c) Operating procedure updates

d) Training requirements

e) Quality control improvements

2 Implementation Requirements:

a) Assignment of responsible parties

b) Completion deadlines

c) Verification protocols

d) Effectiveness metrics

e) Follow-up audit schedule

6. REPORTING AND DOCUMENTATION

1 Investigation Report Contents:

a) Executive summary

b) Investigation methodology

c) Findings and conclusions

d) Corrective action plan

e) Supporting documentation

2 Distribution Requirements:

a) Executive leadership team

b) Relevant regulatory authorities

c) Affected customers (as appropriate)

d) Insurance carriers

e) Quality management system records

7. CONFIDENTIALITY AND LEGAL CONSIDERATIO

1 All investigation materials shall be marked "Confidential - Protected

2 External communications regarding incidents must be approved by

3 Investigation records shall be retained for minimum 7 years

8. PROCEDURE REVIEW AND UPDATES

1 This Procedure shall be reviewed annually by Legal and Safety dep

2 Updates require approval from Chief Robotics Officer and General C

APPROVALS

APPROVED BY:

Dr. Elena Frost

CEO & Co-founder

Date: _

Victoria Wells

CFO

Date: _

Dr. James Barrett

Chief Robotics Officer

Date: _ 9 -