

N O T I C E

ALCOHOL-& DRUG-FREE

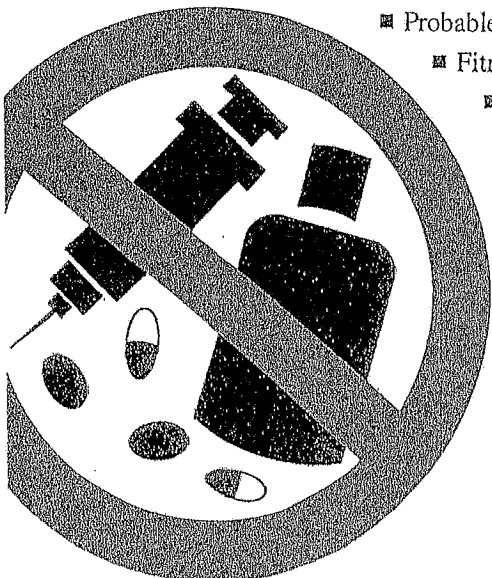
W O R K S I T E

Our Company has a strong commitment to provide a safe workplace for its employees and to establish programs promoting high standards of employee health. Consistent with the spirit and intent of that commitment, the Company has adopted an Alcohol and Drug-Free Worksite Policy.

Our policy prohibits the use, sale, distribution, manufacture or possession of alcohol or drugs, paraphernalia, or any combination thereof, on any company premises or worksite including, company vehicles and any private vehicle parked on the Company premises or worksite.

The Company will employ every legal means available to it to operate its business free of alcohol and drugs. Accordingly, where the law permits, we support and subscribe to drug testing for:

- Pre-employment
- Specific incidents
- Probable cause
- Fitness for duty
- Accidents



This list is not intended to limit the events which would require a drug test and the Company reserves the right to test for alcohol and drug abuse for other lawful reasons.

The Company may also conduct, where the law permits, searches of persons, personal effects, vehicles, lockers, desks and rooms for drugs or alcohol and related paraphernalia. Suspect items discovered will be turned over to the proper law enforcement authorities.

This policy applies to all management, professional, support and hourly employees.

We recognize that chemical dependencies are a private and personal concern for many individuals, and may pose a sensitive and critical problem for some of our current employees. Therefore, we encourage any employee with a problem in this area to come forward and identify their problem to management. Such employees will not be disciplined for such self-identification. Employees that self-identify will be evaluated for professional counseling and/or rehabilitation. The option to use or not to use the evaluation is a discretionary decision of the undersigned.

The policy to maintain an alcohol- and drug-free worksite has the support of law enforcement officials, and our Industry. Accordingly, we pledge to do our part by enforcing this policy fairly and in accordance with the law.