



Safety Disciplinary Policy

Employees found to be in violation of any Dee Cramer, Inc. safety policies are subject to disciplinary actions. The extent of the disciplinary actions will be based on two separate types of violations, Minor and Major.

Minor: If an employee engages in conduct which is unlikely to result in a serious on-the-job injury or illness or death, but is conduct which is in violation of Company rules, the following discipline will occur:

First Occasion: Verbal Warning (must be documented as verbal in personnel record)

Second Occasion: Written Warning

Third Occasion: Further Disciplinary Actions Up To And Including Termination

Major: If an employee engages in conduct which could result in a serious on-the-job injury or illness or death, and that conduct is contrary to Company rules or is unsafe whether or not in violation of a specific Company rule, the following discipline will occur:

First Occasion: Written Warning And Actions Up To And Including Termination by severity

Second Occasion: Termination

Depending on the severity of the violation, Dee Cramer, Inc. holds the exclusive right to terminate any employee immediately, without regard for this disciplinary policy.

Any employee who is terminated due to safety violations for the first time **may** be eligible to become employed by Dee Cramer after a period of 12 full calendar months. Any employee who is terminated by Dee Cramer, Inc. on a second occasion will not be able to be employed by Dee Cramer at any future time.