

# A2Z Personnel

842 South 1<sup>st</sup> Street  
Hamilton, MT 59840

RE: A2Z PERSONNEL'S GENERAL RULES OF SAFETY AND HEALTH

Dear Valued Employee:

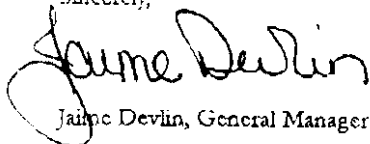
It is our policy to provide all employees a safe and healthy workplace. Our client companies will provide safe conditions for each of our employees; in return we expect all of our employees to recognize their obligation to conduct themselves with regard not only for their own safety, but also for the safety of their fellow employees. To ensure that a safe working environment is maintained, all employees must actively promote safety and accident prevention as an integral part of their normal job functions. Each employee is responsible for implementing this policy by continually observing safety practices, guidelines and standards throughout the workday.

Of even more importance are the loss of earnings and physical injuries suffered by employees as a result of accidents. These factors justify a constant and intensive accident prevention program.

Full cooperation of all employees is essential to successfully achieve this safety policy. Please take a few minutes to review, sign and return our safety and health policy.

Thank you for your cooperation in this important matter.

Sincerely,

  
Jaime Devlin, General Manager

A2Z PERSONNEL-HAMILTON  
842 SOUTH 1ST STREET  
HAMILTON, MT 59840

Safety and Health Program

I understand that any violation of any of the policies outlined in the Safety and Health Program will result in immediate disciplinary action, including possible termination.

The policies and procedures related in this handbook are provided as standards and guidelines but are not considered an employment contract. I understand that no offer of employment is a guarantee or 40 hours of work a week nor is it a guarantee of full time work.

Both A2Z Personnel and the employee reserve the right to terminate this employment relationship. A2Z Personnel reserves the right to modify, delete or expand policies beyond those expressed in this handbook.

I have read this handbook, understand and will comply with A2Z Personnel's Safety and Health Program. I understand all the rules and regulations stated therein. I agree to follow all rules while employed by A2Z Personnel.

**I understand I am not to use my personal equipment or vehicle(s) on any job assignment, unless authorized to do so in writing by A2Z Personnel. I hold A2Z Personnel totally harmless for any damages or losses if I do so without written permission of A2Z Personnel.**

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Witness: \_\_\_\_\_