

MJR Masonry Inc.

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DISCIPLINARY PROCEDURES FOR VIOLATION OF COMPANY'S SAFETY RULES

The following are the minimum disciplinary procedures that will be adhered to. Penalties could be more severe for the first and second violations if it is determined that the Company's safety procedures were knowingly ignored.

First Violation:	Verbal Warning
Second Violation:	Written Warning
Third Violation	Suspension or Dismissal

If an employee who has committed a safety violation goes one year without committing any further violations, the violations then standing against the employee will be deleted.

Grounds for Dismissal

1. Possession or consumption of alcohol or illegal drugs.
2. Arriving for work or remaining at work when ability to perform the job safety is impaired.
3. Possession of firearms.
4. Fighting, horseplay, and practical jokes.
5. Theft and vandalism.
6. Damaging, disabling or interfering with safety, fire-fighting or first-aid equipment.