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## STATEMENT OF POLICY

This is your personal copy of the Cardinal Surveys Company Safety Policy Manual. It is the overall summary of the safety policies that the management of the Company expects every employee to adhere to. It represents a sincere desire on the part of management to assist.

Safety is of primary importance in all of our operations. Each of us has the responsibility to make the safety of ourselves, our co-workers, our customers and the general public a basic concern. Preventing both personal injuries and motor vehicle accidents is very important to you! Carelessness or poor planning will very likely result in an accident. YOU will suffer the pain and anguish of the injury whether you are the victim or the cause of the accident.

With very few exceptions, the rules outlined herein were evolved from experience and knowledge gained over many years in how to prevent accidents and injuries. Yet as helpful as they are, safety rules alone do not prevent accidents. The only way accidents are prevented is by people following the rules and helping others follow them. An additional step in working safely is by complying with all of the state and federal regulations that govern our work activities. Company rules and government laws work hand in hand in providing a safe work environment for all personnel.

When you have an accident the Company also looses. We are hindered in providing the efficient services to our customers while at the same time incurring the costs of providing medical care for the injured person(s) and repairing any damaged equipment. The amount of monetary loss incurred by the Company may exceed the profit from the service operation being conducted at the time of the accident.

Think and plan while working. Safety must be a part of every job. No job is so important that safety can be ignored. Follow the rules set forth in this manual and the other safety and policy manuals that the Company has published for your use. Use the safety devices provided to protect you from injury and drive your vehicle(s) DEFENSIVELY at all times.

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JAMES S. McLAUGHLIN PRESIDENT