

Sabel Steel Service

1. SABEL STEEL SERVICES WORK RULES & REGULATIONS. I have read and understood all of these work rules and regulations and do agree to abide by them as long as I remain an employee of Sabel Steel or any of its subsidiaries.

EMPLOYEE

DATE

2. SABEL STEEL SERVICES SAFETY MANUAL. Disclaimer for Safety Manual:

A manual is defined as a handbook of prescribed procedures, which means it is designed to be used for reference purposes and guidance. No manual, however, can prescribe every procedure for every situation. We must use our common sense and intelligence in making decisions to meet our goals.

Acknowledgement of Receipt of Sabel Steel Safety Manual. I acknowledge that I have received a copy of the Sabel Steel Safety Manual. I also acknowledge that I have read and understood and agree to the policies described in the manual and that employment at Sabel Steel is my decision.

EMPLOYEE

DATE

3. SABEL STEEL SERVICES SUBSTANCE ABUSE POLICY MANUAL. In accordance with Sabel Steel Service's Drug Awareness Program, I have been provided with information concerning the dangers of drug and alcohol abuse, the company's Drug-Free Workplace Policy, the penalties for violating this policy, and available counseling and employee assistance programs.

I understand that the rules and regulations of this policy constitute conditions of employment. I understand and agree to abide this policy and I hereby consent to such searches and substance screens as the company may hereafter carryout in accordance with this policy. I further understand that any violation of the company's Drug-Free Workplace Policy will be considered a material breach of a condition of my employment and will result in immediate discharge.

EMPLOYEE

DATE

4. SABEL STEEL SERVICES WORKPLACE VIOLENCE POLICY. Acknowledgement of Receipt of Sabel Steel Workplace Violence Policy. I acknowledge that I have received a copy of the Sabel Steel Workplace Violence Policy. I also acknowledge that I have read and understood and agree to the policy described and that any violation of the company's Workplace Violence Policy may result in immediate termination.

EMPLOYEE

DATE

WITNESS

DATE