**Health & Safety Policies & Procedures Acknowledgement**

By signing this acknowledgement and initialing beside each policy, you are acknowledging that you have read and understood the Company’s **Health and Safety Policies and Procedures** which include**:**

**Policy/Procedure: Employee Initial Acknowledgement:**

* P200 - Health and Safety Orientation
* P201 - Joint Health and Safety Committee (JHSC)
* P202 - Workers Rights
* P203 - Contractor Safety Program
* P204 - Visitors
* P205 - Hazardous Materials
* P206 - Workplace Incident Reporting and Investigation
* P207 - Hazard Reporting
* P208 - Workplace Violence, Harassment and Sexual

Harassment Policy and Prevention Program

* P210 - Working Alone
* P211 - Emergency Response
* P212 - First Aid
* P213 - Fire Prevention and Extinguishers
* P215 - Personal Protective Equipment
* P216 - Fall Arrest and Elevated Platforms
* P217 – Powered Lift Truck Policy and Procedure
* P218 – Powered Operated Equipment
* P219 – Machine Guarding
* P220 – Lock Out/Tag Out
* P221 – Motor Vehicle Accidents and Safe Driving
* P222 – Ventilation Exhaust System
* P223 – Mezzanine Safety
* P224 – Housekeeping and Storage
* P225 – Underground and Overhead Utilities
* P226 – Workplace Inspections
* P227 – Management of Change Policy
* P228 – Return to Work Program
* P229 – Severe Storms and Tornados
* P230 – Hot Work

Should you have any questions or concerns relating to any of the above policies or procedures, please contact the Human Resources Department or your direct Manager for clarification. You are required to sign below indicating your acknowledgment and that you are in agreement with the terms in the above listed materials.

Yours sincerely,



Joe Johnson

President

I have been provided with copies of the above listed Policies and Procedures and have read and understand their terms and conditions. I hereby accept the terms and conditions of employment as stated in these materials.

Dated the       day of       20     .

Name:

Signature:

**Please return to Human Resources at** [**hrsupport@jjei.com**](mailto:hrsupport@jjei.com)