



DIEUDONNEENTERPRISES

To: All Supervisors

From: Dieudonne Enterprises Management

Re: Dieudonne Enterprises Insurance Requirements

Date: November 22, 2013

Please accept this letter as the terms and conditions for Insurance Requirements for ANY employee that receives compensation for a vehicle (i.e. Monthly truck allowance or Daily vehicle allowance).

Effective December 13, 2013, all employees receiving Vehicle Compensation are required to maintain at a MINIMUM, 50/100/50 insurance limits to continue to receive compensation. Proof of these limits must be submitted to the office before the effective date. Failure to do will result in loss of vehicle compensation.

Sincerely,

Dieudonne Enterprises Management

PRINTED NAME

SIGNATURE

DATE



DIEUDONNEENTERPRISES

MEMORANDUM

To: All Employees
From: Dieudonne Enterprises Management
Re: Damages/Liability
Date: May 26, 2010

It is the policy of this company, when an employee is involved in an accident while driving a company vehicle, or operating company equipment and the company is at fault, then the employee is responsible for paying a \$500.00 deductible, toward the repairs.

The deductible can be paid to Dieudonne Enterprises in full, or can be withheld from the employee's pay at a rate to be agreed upon between the employee and management of the company.

Any questions regarding this policy, please contact our office at (504) 304-7794.

Thank You,

Management

(Print)

Signature

Date



DIEUDONNEENTERPRISES

To: All Employees

From: Dieudonne Enterprises Management

Re: PPE Requirement Reminder

Date: November 22, 2013

As you all are aware, it is a company policy that Personal Protective Equipment (PPE) MUST be worn by ALL employees on the jobsite. This involves at a minimum, safety toe boots, safety vest, hard hat, long pants and sleeved shirts. Also, on certain jobs, the employee will be notified if more stringent gear must be worn (i.e. Safety glasses and gloves).

Failure to comply with these rules has become more and more prevalent. This reminder serves as a written warning to ALL employees (Foreman, Operators, Laborers, Saw-cutters and Drivers). Any employee found not complying with these procedures will be written up and further consequences will be dealt. If a Foreman is present when another employee is found failing to comply with these procedures, that Foreman will also be written up and further consequences may be dealt.

Dieudonne spends a great deal of time and money to ensure that all employees are given proper PPE, as required, to complete the job in a safe manner. There are no excuses for failure to do so on the employees' part.

Please print name, sign and date for our official records.

Sincerely,

Dieudonne Enterprises Management

PRINTED NAME

SIGNATURE

DATE



DIEUDONNEENTERPRISES

MEMORANDUM

To: All Employees
From: Dieudonne Enterprises Management
Re: Safety Equipment/Equipment Repairs
Date: May 21, 2010

Safety equipment (hard hats, safety vests, safety glasses) must be worn at all times. Dieudonne Enterprises will supply these safety items upon employment with our company. Dieudonne Enterprises will replace these items if they are worn out or damaged, on the job. The item must however be returned to his or her supervisor for replacement. If an Employee's safety gear is stolen, or an employee loses their safety gear, it is his or her responsibility to replace it. The items may be purchased from the company at cost, or the employee can purchase them from a retailer of their choosing. The gear must, however, be replaced before returning to work.

Steel toe boots or shoes are required and are the responsibility of the Employee.

Any Employee who comes to work without his safety gear will be sent home for the day. These items are for your safety as well as for the safety of this Company.

If an Employee quits or is terminated, these items will be returned to Dieudonne Enterprises or the Employee will be responsible for payment of these items, on his last check.

Also, any equipment damaged due to an Employee's negligence, the Employee must repair the equipment to meet the DOTD specifications.

Any questions regarding this policy, please contact our office at (504) 304-7794.

Thank You,

Management

Print

Signature

Date



DIEUDONNEENTERPRISES

MEMORANDUM

To: All Employees
From: Dieudonne Enterprises Management
Re: Weapon, Drug & Alcohol Policy
Date: October 14, 2010

Please be aware, that Dieudonne Enterprises, **AT NO TIME**, will excuse the carrying of weapons, drugs or alcohol in vehicles or on persons, on job sites. Anyone found with weapons, drugs or alcohol, in their vehicle, or on their persons, will be immediately terminated.

Any questions regarding this policy, please contact our office at (504) 304-7794.

Thank You,

Management

(Print)

Signature

Date