



CELL PHONE POLICY

We request that employees use personal cell phones only during breaks and lunch. Use may be permitted in case of emergencies or other circumstances; however, the employee must discuss these circumstances with their Supervisor in advance, if possible, to obtain permission to use a cell phone during work. All employees must ensure the use of cell phones never poses a safety hazard. The Company prohibits cell phone use while operating a vehicle or any mobile equipment.

There are a few employees that are required to be in close contact with the Company at all times. These individuals are authorized to use their personal cell phones for Company related business during working hours.