

The Metropolitan Companies, Inc. has developed these safety rules patterned after the Federal and State OSHA requirements. Read and become familiar with these rules, and the other safety rules that may apply to your job.

1. Report any injury to your employer / supervisor immediately.
2. Report any observed unsafe condition to your employer / supervisor.
3. The drinking of alcoholic beverages is not permitted on the job. Any employee discovered under the influence of alcohol or drugs will be terminated.
4. If you do not have current First Aid Training, do not move or treat an injured person unless there is an immediate peril, such as profuse bleeding or stoppage of breathing.
5. Appropriate clothing and footwear must be worn on the job at all times.
6. You should not perform any task, including operation of office machines, unless you are trained to do so and are aware of the hazards associated with that task.
7. Learn where fire extinguishers and first aid kits are located.
8. Maintain a general condition of good housekeeping in all work areas at all times.
9. Obey all traffic regulations when operating vehicles.
10. When operating or riding in company vehicles or using your personal vehicle for business purposes, the vehicle's seatbelt shall be worn.
11. Be alert to hazards that could affect you and your fellow employees.
12. Be alert for weather related hazards such as rain, snow or ice on walking surfaces.
13. Always perform your assigned task in a safe and proper manner; do not take short cuts. The taking of shortcuts and the ignoring of established safety rules are the leading causes of employee injury.

I certify that I have read and understand and will abide by the above listed safety rules. Failure to do so may be grounds for termination and may disqualify my insurance benefits. I also certify that I was given the opportunity to ask questions relating to any and all of the above listed rules and policies and that my questions were answered by a representative of the company.

Applicant's Signature

Date: