



SAFETY PROGRAM

It is Hagen Decorators, Inc./North Central Insulation policy to provide a safe and healthful place of employment for all our employees. It is also Hagen Decorators policy to provide a safe work environment for all project owners, subcontractors and visitors to any site that we are working on.

Hagen Decorators/NCI provides an annual safety training session for all employees as well as providing several training classes, for individuals, during the course of the year. "Toolbox talks" are included with each months payroll. Drawings for prizes are given to employees who read and return signed "toolbox talks" at the Annual Safety Breakfast.

Hagen Decorators, Inc./North Central Insulation has a Safety Incentive Plan. Employees that work safely will be rewarded at the end of each year. The quarterly bonus will require that employees work 250 hours in that quarter. The yearly bonus requires 1,000 hours in the calendar year. If an employee has no worker's compensation claims in a quarter they receive: \$10.00 bonus for the first quarter, \$20.00 for the second quarter, \$30.00 bonus for the third quarter, and a \$40.00 bonus for the fourth quarter. If an employee works accident free for the entire year, they receive an additional \$100.00 bonus in addition to the quarterly bonuses. If an employee works at least 1,500 hours for the year, they are considered for the full four quarters in though they may not have worked enough hours in a particular quarter to qualify for the quarter bonus.

Since safety is a Hagen Decorators, Inc. goal and requirement, a written safety policy has been formulated to govern the operations of Hagen Decorators and it's employees.

All personnel of Hagen Decorators, Inc./North Central Insulation shall strive to make all operations safe. They shall maintain mental and physical health conducive to working safely, keep all work areas clean and free of debris, assess results of their actions on the entire work place, replace or repair safety precautions removed or altered before leaving work area. Unsafe conditions will not be left to imperil others. Employees shall abide by the safety rules and regulations of owners on their sites. Employees shall work in strict conformance with OSHA regulations. Employees will promptly report to supervision all accidents and injuries observed involving company personnel.

ACCIDENT INVESTIGATION

Each and every accident must be investigated. Accidents should be reported to supervisor and reported to the office.

A complete accident report contains as a minimum:

1. Employees Information – Name
2. Work Site Information – Address
3. Accident Data-How the accident happened, who was injured, etc.
4. Eyewitnesses