

By completing this audit report, you agree to our Privacy Policy and Terms of Service. You acknowledge the following:

- You understand that a copy of this agreement is available for you to save and print, but not distribute publicly or anywhere else.
- Completing this form is mandatory and a condition of employment.
- All data you provide is completely accurate and truthful.
- Information within that may be forwarded to others such as supervisors is confidential and your identity will not be revealed unless you approve.
- The information within this form is confidential and only to be seen and used by people within the company. It is NOT for public file or viewing and not to be disclosed to anyone in any manner including copying or via social media platforms. Distribution of proprietary data is a serious security breach will result in immediate termination, legal action to the fullest extent of the law and civil prosecution of which financial restitution and fines will be paid by you.
- Any information you are uncertain of or need more time to research for complete accuracy is encouraged, but this form must be submitted in its entirety no later than 48-hours after the shift or job has ended.
- Any activities deemed to be of a serious or illegal nature, may be forwarded to our legal team for review. Depending upon the information analyzed, legal proceedings may occur. This is rare, but also please note that any instances of sexual harassment or bullying will be dealt with immediately as they are illegal and unacceptable.
- Whistle-blowers Protection: If you see something or someone approaches you for help, be assured your and their identity will be protected and referred to as Jane or John Doe. Every protection will be provided to each party involved in a single or class action.
- You are at least 18-years-old and legally allowed to work in the United States or United Kingdom.
- As a sub-contractor or vendor, you are not required to endure any background check of any kind. It is wise to not-ask, not-tell any information that hasn't been requested from you.
- You are representing our company and network as well as the organization you have been contracted to work. Therefore, you promise to abide by all company policies and procedures including those regarding filing a grievance.
- You swear to abide by all, national or federal, state or provincial, county or borough, and city or local municipality laws, regulations, ordinances and legal orders both permanent and temporary.
- You agree to not disclose your rate of salary or ask about anyone else pay grade within our company or the employees of your current work site.
- You will not fraternize with other employees, vendors or sub-contractors at any job site during or after business hours.

- You promise to not solicit products or services to anyone at any job site at anytime while on the clock therein.
- You promise to respect and obey orders given and complete tasks performed in the manner they are requested to be done by your site supervisor(s) without question, reservation or challenge to their authority.
- If you are uncomfortable with any person at a site for any reason or believe that you are assigned tasks that you are not physically, emotionally or out of morale obligation or religious practice are not able to fulfill, please notify that sites administrator and file a report with our company also.
- You will not confront anyone who is harassing or bullying you or that may be attempting to make you do something you don't wish to do. You promise to contact your liaison at our company immediately and we will confront the site's administration.
- If you take legal action against any site company or person(s), unless we have initiated or agreed to participate in such action, you acknowledge that you will NOT include our company name or any of our holdings, properties, employees, vendors, etc. attached to such an action.
- You will consider making use of any resources and bonuses our company offers to you.
- If you are a vendor or 10-99 Sub-Contractor, you understand you are 100% responsible to file your own taxes and make contributions to pension schemes including Social Security and Workman's Compensation including IRA's and retirement and health and life insurance benefit schemes because our company does not provide any of the aforementioned.
- If you are terminated in an "At-Will" state, you will not be entitled to the reason(s) you were terminated. You also do not have to supply the site or our company any reason you wish to end the working situation either.
- Please attempt to give a two-week notice if you intend on severing your work relationship with us. In most cases, within 24-hours or receipt of such notice, we will consider the day we receive your notice as two-weeks in one day and ask you to collect your personal property and security will politely escort you off the property or site.
- You acknowledge and promise you will treat everyone you encounter at our company and all job sites with the same respect you would ask to be treated with also. You swear to not engage in arguing, debating, physical altercations or abuse, sexual misconduct, bullying, harassing or verbally demeaning anyone due to their ethnicity, race, creed, religion, sexual orientation or physical or emotional handicap or disability. Doing so will result in immediate termination and the option of the person offended to take legal civil action against you or your entity.
- You understand if you are injured while at a site you are to seek immediate medical attention and file an incident report with both the site and a copy is to be provided to our company.
- You promise to do your very best and be as professional as possible while performing your task(s) at any job site. You also promise to only perform tasks for which you are qualified, educated, certified, licensed and/or bonded to do.

- If you need help or assistance of any kind, you acknowledge you will seek out the properly qualified individual(s) or team(s) to get whatever resources are available to help you.
- You promise to be present and on time for all shifts you have requested or are asked to work. If you are not able to work a shift or project or a site is not accessible to you in your current situation, please let us know within 12-hours before the shift so we can assign another person.
- Habitual tardiness and no-call, no-shows will not be tolerated. Repeated disciplinary action of any kind will also result in termination. However, if you are terminated, we are not legally allowed to disclose the reason why to any future, inquiring employer(s). It is in your best interest to be deemed, "Eligible for re-hire" and definitely NOT, "Ineligible for re-hire."

By electronically indicating that you have read and are familiar with all the parts of this agreement, you acknowledge to do your best to abide by everything stated here within. If you do not understand any part of this agreement and wish someone to explain it to you in detail, do not continue with submitting this form. However, if you do understand and already know the contents of this legal document, please proceed. Thank you for your cooperation and being a part of our team. We appreciate you and your service.