



Information Regarding Flagging Assignments and Performance Expectations

1. Daily shift beginning and finish times may vary based upon weather conditions and work progress.
2. All employees are expected to report to work on each of their assigned days regardless of the weather conditions. In the event that the Client decides that our services are not required on a given day due to inclement weather conditions, a minimum call out of three hours will be paid to those affected employees.
3. Employees are to report to work equipped with a valid flagging certificate and the safety equipment and foul weather gear (approved safety vests, boots, hard hat, arm bands sun block, insect repellent safety glasses and drinking water and lunch) necessary to assume their duties **"on the road"** at their prescribed times.
4. ECSS will provide two-way radios to employees as required
5. The ECSS supervisor and or the client representative will identify and explain persons starting positions daily
6. Employees are to take direction from the ECSS flagging supervisor & the Traffic Control Manager.
7. Employees are to work co-operatively with the client and other co-workers at all times.
8. Work absence will not be tolerated. Should you be absent from work due to ill health, you must provide the company with a minimum of four hours notice. A medical note from your doctor may be required on your next scheduled day of work.
9. While assigned to a flagging position, you are not permitted to leave the assigned area without being relieved
10. While flagging, employees are to keep radio communications clear and concise and refrain from personal discussions.
11. Under no circumstances, are employees allowed to utilize cellular telephones for any purpose while flagging. It is highly recommended that cellular telephones not be carried on your person while on the road. As it is such a unsafe practice, employees will be dismissed if found or witnessed using cellular devices while working
12. Vulgar and abusive language and profanity will not be tolerated and such usage will be grounds for immediate dismissal
13. While on break, employees are to move away from the immediate work area and not engage in conversations with the person being relieved.
14. Two-way radios, signs and batteries are to be turned in at the end of the workday to the ECSS supervisor
15. Additional rules may be distributed in the future.