



**PROFESSIONAL CONSTRUCTORS**

## RETURN TO WORK INCENTIVE POLICY

### **Purpose:**

This policy is in place to ensure Acres has a qualified, experienced and committed workforce.

We believe one of our greatest assets is our people, and we are therefore committed to ensuring we promote and maintain a positive, respectful, safe and healthy workplace.

### **Scope:**

This policy applies to the following seasonal field employees:

- Carpenter
- Equipment Operator
- Labourer
- Lead
- Mechanic
- Pipelayer
- Site Administrator
- Shop Staff
- Welder

The policy does not apply to salary Field Management and office staff.

The typical Acres construction season is March 1 to October 31.

### **Policy:**

This policy is intended to ensure our employees are qualified, experienced and committed to our organization. This program also maximizes our commitment to re-hiring fully trained employees.

### ***Incentive:***

\$1000 to be paid out on or before their 1st payroll of a typical construction season (March 1st- Oct. 31st).

### ***Eligibility:***

- Seasonal full-time field employees
- Employees that have worked the previous construction season
- Employees that have been laid off due to lack of work
- Employees that have returned back to work before May 1
- Employees that have continued to work during the 'off season
- An employee must have worked a minimum of 3 months continuous employment during the previous construction season

*Disqualification:*

Employees that have quit the previous construction season or have **not** had a disruption to regular work hours.

*Conditions:*

In the event that an employee cannot be brought on to a project due to factors out of his/her control (example: fluctuation in Acres business needs, weather, etc.) the return to work incentive deadline will be extended until the individual can be brought onto a project.

*Exit Interviews:*

Exit interviews will be conducted with all employees leaving on a seasonal basis to determine their future work plans and desire to return to Acres.