

# Termination of Employment Policy

## 1. At-Will Employment

All employment with Premier Traffic Team is at-will. This means that either the employee or the Company may terminate the employment relationship at any time, with or without notice, and with or without cause, subject only to applicable federal and state law. Nothing in this policy or any other Company document creates a contract of employment or alters the at-will nature of the relationship.

## 2. Grounds for Termination

While employment is at-will, common grounds for termination may include, but are not limited to:

- Violation of Company policies, procedures, or safety rules
- Unsatisfactory job performance
- Excessive absenteeism or tardiness
- Insubordination or misconduct
- Workplace violence, threats, or harassment
- Theft, fraud, or dishonesty
- Misuse of Company property or resources
- Failure to maintain required licenses, certifications, or clearances

The Company reserves the right to bypass progressive discipline when circumstances warrant immediate termination.

## 3. Unlawful Reasons for Termination

Premier Traffic Team complies with all applicable federal and state laws. Employees will not be terminated for reasons prohibited by law, including:

- Race, color, religion, sex, pregnancy, sexual orientation, gender identity, national origin, age (40+), disability, genetic information, or any other protected category
- Filing a workers' compensation claim
- Reporting safety concerns, wage concerns, or unlawful practices

- Refusing to engage in unlawful activity
- Exercising rights protected by law (jury duty, military service, etc.)

#### **4. Notice and Final Pay**

- Employees are not required to provide advance notice of resignation, though two weeks' notice is encouraged for professional transition.
- The Company is not required to provide notice of termination unless otherwise specified in a written contract.
- Upon separation, employees will receive all wages due through their final day of work on the next regularly scheduled payday.

#### **5. Return of Company Property**

All Company-issued property, uniforms, equipment, identification, and documents must be returned immediately upon termination. Failure to return items may result in lawful deductions permitted under North Carolina law and/or legal action.

#### **6. Acknowledgment**

By continuing employment with Premier Traffic Team, employees acknowledge and agree that:

- Employment is at-will.
- The Company retains sole discretion in employment decisions, subject to applicable law.
- This policy does not create a contract of employment.