

## SPECIAL EVENT MANAGEMENT WORK AGREEMENT

## <u>Special Event Management – Policy and Procedures</u> ☐ Be respectful of work environment and other people. Only smoke in designated areas, No vape pin indoors or while on shift. SEM is a drug free company, Be on time for each shift. If for any reason you need to replace you shift, please give at much noticed as possible to get yourself replaced. ☐ All Workstations to be clean at the end of each install or shift. Be responsible for your call time and shifts. ☐ Must have tools for each shift.

**Print Name**