



NWO Well Services Ltd.

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NWOWS OH&S Book: Distracted Driving Policy

In order to increase employee safety and eliminate unnecessary risks behind the wheel, NWO Well Services Ltd has enacted a Distracted Driving Policy, effective immediately. We are committed to stopping distracted driving, and have created the following rules.

Company employees may not use a hand-held or hands-free cell phone while operating a vehicle – whether the vehicle is in motion or stopped at a traffic light. All functions of a cell phone are not to be used, including but not limited to: answering or making phone calls, engaging in phone conversations, and reading or responding to emails, instant messages, tweets and text messages.

This policy applies to all employees when any of the following five conditions apply:

- Operating a company vehicle
- Operating a personal vehicle on company business
- Driving on company property
- Using a cell phone supplied by the company
- Using a personal phone for company business

If company employees need to use their phones, they must pull over safely to the side of the road or another safe location. If the phone rings or otherwise is attempting to notify you of something, either have your passenger answer, or pull over at the next safe opportunity.

Employees who are found to be violating this policy face disciplinary action, including:

- Verbal warning disciplinary action
- Formal write up disciplinary action
- Termination of employment

Brett MacAskill,

A handwritten signature in black ink, appearing to read 'Brett MacAskill', is placed over a light gray rectangular background.

Director of NWO Well Services Ltd.

Updated August 31st, 2019