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NWOWS OH&S Book: Part 2: Discipline

Everyone makes mistakes, so at some point everyone will be written up. Do not consider a write up an attack or insult, consider it a challenge to better yourself.

Employees who make moderate or serious violations of our procedures, and or the Health and Safety Act or Regulations WILL be written up.

- When written up, an employee must acknowledge the problem, or they will be sent home for that day and management will write them up for insubordination as well.
- After a write up, the supervisor is to provide on site correction
 - management may followup with retraining or provide additional training as needed.
- Employees who repeatedly violate safety procedures may be fired.
- Write ups will be active for 365 days from the time they receive it.

If management or employees are to be found purposely attempting to encourage profit at the potential expense of health and or safety, said employees will be stripped of their right to that year's bonus. Any stripped bonuses will be reinvested into the company as health and safety spending. Lastly, if any severe injuries or close calls occur, all supervisors, and management bonuses will be halved for that year and the funds used towards health and safety spending.