



TEAM MEMBER GUIDE

206 EMERGENCY CLOSINGS

On occasion, severe weather conditions, fire, utility failure, floods, or other emergencies can disrupt Company operations. In extreme cases, these circumstances may require the work facility to close.

Unless the work facility is officially closed, Team Members are required to be at work. When operations are officially closed due to severe weather conditions or other emergency, the time off from scheduled work will not be paid.

In order to ensure health and safety, as well as the preservation and protection of building assets, some duties are designated as essential. Team Members who perform essential duties may be asked to work on a day when operations are officially closed. In these circumstances, Team Members who work will receive their regular rate of pay.