

E 170 - EMPLOYEE RECRUITMENT POLICY

When a recruitment fee is being offered a notice will be sent out in paychecks informing employees of the time period the recruitment fee will be effective. Non-supervisory employees are offered the opportunity to earn a recruiting fee for bringing qualified (i.e., Maryland Journeyman or Master licensed) personnel to the Company who are hired.

The applicant must write the employee's name who is recommending him/her on the employment application, or the employee may call Human Resources with the name of the applicant he/she is recommending.

Referral of summer only, part-time, or former employees of the Company, does not qualify for recruiting fees.