

IN THE

ZONE

SUMMERTIME SAFETY

Hot Weather Precautions

A hot summer day may seem like nothing to worry about, but when the heat index (a measurement that factors in temperature and humidity) rises above 90 degrees, cautionary measures may be necessary to prevent heat cramps, heat exhaustion or even heat stroke, which can be fatal if not promptly and properly treated. During times of high heat and humidity, it is important to monitor yourself and coworkers, friends and family for signs and symptoms of heat-related illness.

Overview of Heat Stroke:

Definition: The elevation of a person's body temperature above 105.1°F caused by the external environment (this is different from a fever).

Signs and Symptoms: Hot, dry, flushed skin (little to no sweat); rapid, strong pulse; difficulty breathing; dizziness and confusion.

Treatment: Move the victim to a shady area, notify 911 immediately, remove layers of clothing to allow the body to cool by releasing heat, apply cool or tepid water to the skin (not ice cold water which will dilate the blood vessels in the skin), fan the victim to promote sweating and evaporation, place ice packs under the armpits and groin area, and if they are able to drink, encourage the victim to drink cool beverages not containing alcohol or caffeine.

A hot day in the sun won't be life threatening if you're prepared and hydrated. Here are some hot tips to keep cool:

■ **HYDRATE** - Drink plenty of water and/or sports drinks before, during, and after work activities. Mixing water and sports drinks during the day provides adequate hydration and electrolyte replenishment. Avoid sodas,

coffee, tea, energy drinks and alcohol which can all dehydrate you further.

■ **PROPER REST** - Make sure you give your body the rest it needs - doctors generally recommend 8 hours or more.

■ **WATCH OUT FOR EACH OTHER** - Heat can affect our bodies and mind without us knowing, causing confusion and disabling us from calling for help. Be alert and observe each other for any signs of fatigue. If you suspect a heat-related illness in yourself or a coworker, seek help immediately.



Welcome to **In The ZONE**, our first of a new series of employee newsletters! We hope you enjoy this publication which is filled with information and articles to keep you in the loop about company happenings and to help enhance your career here at Flagger Force. Let us know what you think or if you have article ideas for future editions of In The ZONE - email our new Communications Manager, Katy Halter at Katy.Halter@FlaggerForce.com.



President's ZONE

Hello and happy summer!

I'm sure you have noticed that there are a LOT of changes going on around here - for one, this newsletter, as well as the new safety meeting format. Both Mike and I are quite excited to have these new means of communication with our Flagger Force team across the region. We've grown to nearly 800 total employees and we needed a better way to keep in touch with each one of you! We hope you enjoy this publication, as well as the new interactive meeting format which we hope is more exciting and allows you more quality time with the management team.

This first edition of *In The ZONE* is focused on individual safety. Your personal health and safety are the most important things to us - more important than clients, more important than the business, more important than the road you may be working on tomorrow. We live and work in an industry with extremely dangerous daily risks and we care very much that every one of our employees gets home safely every night. That's why we've put together tips and information here

about taking care of yourself with proper hydration, rest, sunscreen and even insect repellent, as well as information about added benefits and programs we'll soon be offering. Not only does this information collectively help you do a better, safer job each and every day, but hopefully the articles here will help you live a healthier, more satisfied life during your career here at Flagger Force.

Mike and I have recently taken on the challenge of improving our personal health in many ways. We've started exercising daily, are changing our eating habits and putting our health first. On that note - we're excited to launch a new Flagger Force Wellness Committee to carry out our emphasis on healthy living throughout the company. Plus, we'll soon be offering improved health insurance benefits for qualifying full-time field employees. Studies have shown time and time again that better personal health leads to better work performance, but more importantly, it leads to a happier, longer life and we want that for each of you.

In addition, we're adding a new charity committee to allow you to choose how we, as a company, give back. We

ness, so we've made these changes and investments with you in mind. Therefore, please let us know what you think! Email us at info@FlaggerForce.com with your thoughts, ideas and comments. More importantly, we want you to feel like you can always get in touch with someone at the office when you need anything. We've even added a third shift during the week to be available to address all late-night concerns. And as always has been, all levels of management continue to maintain an open-door policy, so come speak with us directly when needed.

The bottom line is if you ever feel unsafe on a job site, or concerned about your work, please contact us. We're here for you.

We are proud to have such a dedicated and hardworking team



We are proud to have such a dedicated and hardworking team, both in the office and in the field. Thank you for making Flagger Force a recognized leader in our industry.

Michele Doner
President

believe being active in our community and giving to those in need also contributes to a fulfilled life, so we hope you'll join us in this effort.

Over the next few months you'll see even more new additions to our technology and our communications - all put in place to better serve you as our employees. You are our most important asset and the future of our busi-



AVOID Insect Stings:

If insects could choose their favorite season, it would most likely be summer. The warm, humid days bring the bugs out in full force. Let's face it, most creepy crawlies are harmless.

However some can be enough of a nuisance to distract you while working or worse, cause you to swat or wave off the insect, giving a motorist conflicting signals and potentially resulting in a crash or injury!

Here are some ways to deter pests while working:

- Avoid wearing sweet smelling lotions and deodorants
- Use insect repellants regularly
- Avoid swatting or waving at insects as it could give conflicting signals to motorists

- Know if you are allergic to stings or have a family history of sting allergies
- If you know you are highly allergic to stings of any type, ask your physician or pharmacist about carrying an EpiPen at all times, and then inform coworkers of the location of the EpiPen prior to the start of the workday
- Seek medical attention if a coworker shows signs of a serious allergy attack or if excessive swelling occurs around a sting or bite, especially if it could constrict the breathing airway

Dangerous Rays

Did you know that skin cancer is the most common form of cancer and that **1 in 5 Americans will develop skin cancer in their lifetime?** Or that one person dies of melanoma every hour in the U.S.?

The sun's rays are dangerous, especially for those who work outdoors on a daily basis. It is important to protect yourself from the sun and skin cancer every single day - not just when on vacation at the beach. The following tips take no longer than a few minutes to follow each day:

- Wear a sweat resistant SPF of 30 or higher on any skin exposed to the sun and **REAPPLY every 2 hours**
- Use a lip balm with SPF of 30 or higher and reapply often - lips can get skin cancer too
- Wear a hat and sunglasses that are UVA/UVB proof when driving or during non-working hours and the proper safety eyewear and hard hat when working (our safety glasses are all UVA/UVB proof, including the clear lenses)

- Despite the heat, wear lightweight, full-coverage clothing (long sleeves, collared shirts, neck bandanas) to limit skin exposure
- Remember, even on cloudy, cool, or overcast days precautions against the sun need to be taken

Skin cancer can occur from repeated exposure to the sun, not just sunburns, so even if you don't "burn", you need to remember to protect your skin EVERY DAY.



Support the Flagger Force Foundation!

Here at Flagger Force, we believe in giving back to our community and helping those in need. Many of you have been involved in our charitable giving and volunteer projects in the past. For Mike and Michele, it is sometimes difficult to choose which organizations to give to on behalf of the company - so, instead, they're turning it over to YOU, the people of Flagger Force to decide. Our Communications Manager, Katy Halter, will be heading up a steering committee to help direct the new Flagger Force Foundation, and any interested employees are encouraged to sign up. Mike and Michele will provide starter funds for this group to use as a fundraising platform for Flagger Force Foundation, whose efforts and money raised will benefit a charity

selected by the committee annually. For example, the first project of Flagger Force Foundation is based on yellow **Safety Driven** rubber bracelets. For each bracelet sold, \$2 will be donated to the Flagger Force Foundation (this includes the bracelets given out at the Summer Safety Meetings - Mike and Michele paid a donation for each bracelet given out). The money gathered from this project will be distributed to a charity organization selected by the Flagger Force Foundation Committee.

If you'd like to learn more, have suggestions or ideas, or want to join the steering committee for Flagger Force Foundation, email Katy at Katy.Halter@FlaggerForce.com.



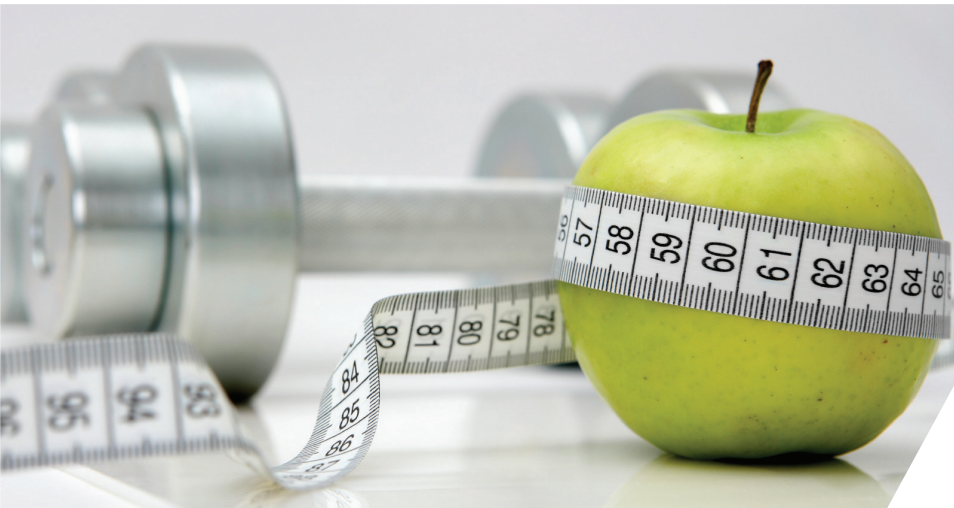
OPERATION WELLNESS

Do you know what our most important asset is at Flagger Force? It's YOU! The success of Flagger Force depends completely on the attitude, productivity and work performance of our employees and we believe that these are directly linked to your personal health. The ability to stay healthy and perform at a high level consistently is greatly aided by Employee Wellness Programs that are beneficial to both you, and Flagger Force as a whole.

Since this is a new endeavor for us, we are looking for individuals who are willing to participate in a Wellness Program Committee to bring ideas to the table.

Ultimately, we envision this program will support positive efforts like weight loss, smoking cessation, stress management, exercise, mental health, nutrition and fitness.

If you are interested in participating in the Wellness Program Committee for Flagger Force, please contact Human Resources at HR@FlaggerForce.com.



Join a Flagger Force Committee!

To join the **Flagger Force Foundation** committee contact Katy Halter: Katy.Halter@FlaggerForce.com

To join the **Operation Wellness** committee contact Human Resources at HR@FlaggerForce.com



INVEST IN YOUR FUTURE 401k Facts

It's a fact that most of your retirement income will come from you. Social Security covers only about 36% of the average retiree's income; the majority of your retirement income will likely come from either your own savings or from part-time employment after retirement. That's why we offer a 401k plan, with Prevailing Wage Contributions, here at Flagger Force. We want to help you start saving early. So here are the facts:

If you're contributing to an eligible 401k plan or have ever worked on a Prevailing Wage job, you're already saving for retirement - great job! But the real question is: Have you considered HOW you want your retirement savings to be invested?

Most people don't realize that they have a choice in how their 401k is invested, and as such their money sits in the default asset class which is typically quite conservative in regards to growth.

Based on your financial goals and risk tolerance, you may choose to move your savings into an asset class that allows for more aggressive growth, or perhaps an asset class that falls somewhere in the middle in terms of risk. Whatever your choice, you should evaluate your savings plan with a trusted advisor to ensure it matches your financial needs and goals. Read through the benefits information packet provided to you at enrollment, or contact HR for more information.

Financial Jargon

401k
An employer-sponsored savings plan which allows you to voluntarily set aside a percentage of your income before taxes to be invested and saved for your retirement. At Flagger Force, employees become eligible for our matching program after a year of service.

Prevailing Wage Contributions
A segment of your 401k Retirement Plan where contributions are funded by your employer based on hours worked on certain jobs. Prevailing Wage benefits occur on select jobs (typically government contracts) and these contributions are put directly into your 401k Plan.

Asset Class
A group of investments with similar risk and return characteristics (ex: High risk/high return, lower risk/lower return, moderate risk and return).

You have a choice in how your 401k is invested.

For some people, retirement may seem a lifetime away. But, if you postpone your savings plan, it will be extremely difficult to make up for lost time. Saving for your future in a tax-deferred retirement savings plan (such as a 401k) reduces your taxable income and accelerates your savings. Furthermore, for Prevailing Wage jobs, the company contributes some or all (depending on if you have selected health benefits as well) of the fringe benefit component of your pay into your 401k plan.

Saving for retirement can seem overwhelming, but we're here to help you understand your options. Contact Human Resources, with any questions or concerns at HR@FlaggerForce.com.

FlaggerForce.com Web Login 101

Our Web site, www.FlaggerForce.com, is becoming an ever-important communication tool for us - especially in the employee login section. In the very near future, we will be posting important safety updates, useful HR information, opportunities for advancement, new branded Flagger Force gear and much more. If you do not already have a login, use the following instructions to get one set up today - you're going to need it! If you do already have a login, please **make it a habit to check in to the employee section of the site regularly**. We will soon be posting new information on a **weekly basis**, if not more frequently.



NEW LOGIN CREATION:

1. On www.FlaggerForce.com, click the bottom left link: "Employee Log In".
2. On the left hand list choose "Create Account".
3. Fill out the fields; enter you FIRST and LAST name EXACTLY as it appears on your paycheck; include a working email address.
4. You will receive an email confirmation (check your spam blocker if you do not receive it within one week) containing your USERNAME and PASSWORD; your username will be in this format: firstname.lastname SAVE THIS INFORMATION.
5. Return to the site and login using your new username and password.
6. You will then receive a second email notifying you that you have successfully activated the account; again check your spam blocker if you do not receive the email within a week.
7. Once you have successfully activated your account, you can then change the password by clicking the "Employee Log In" tab on the left and selecting "Edit Account", then type in a new password (something you can easily remember) - don't forget to write it down!
8. Your password can be reset if it is lost or forgotten.
9. Email Webmaster@FlaggerForce.com if you have any issues, or call Glenn Lehman during business hours at 717-944-8440.



You're making us BLUSH!

Nearly once a week we get a call or email from a client telling us what a fantastic job you all are doing on the work site. We can't begin to tell you how proud this makes us feel and how happy to have such great people working for us. So we'll let the compliments speak for themselves - here are a few we've received recently:

"**Jon Koss** is the best worker you have ever sent me. He knows how to handle stressful situations & does his job very well. You guys supply a great service; keep doing what you're doing." - **Tom from Pro Pipe**

"Ron Rambo, a DeIDOT inspector, called me to say how pleased he was with our ability to get in and out of the high traffic intersection, maintain traffic flow and restoration of test holes without having to work night hours. Credit for this work should go to our crew at Flagger Force." - **Bill at Underground Services, Inc.;** Kudos to Flagger Force team: **Dave Oechsle, Rodger Keaveney, Tyler Bird and Jason Butcher**

"The site was set up perfectly, the guys were extremely professional, and **Albert Beadencup** and **Thomas George** did an excellent job. My crew and I are very grateful to have them protecting us." - **Steve from PPL Allentown**

"**William Good** is a really great guy, he handled the situation (a Verizon Aerial Pull) very well, we didn't have any issues." - **Josh, Verizon Utility Inspector**

"**Kelvin Smith** brings his A-game every time. His work ethic and diligence are commendable. He facilitates the work in a safe and timely manner." - **Mike, Gaithersburg MD Verizon Service Center**



"**Andrew Zankl** was very sharp - the best new hire that I've worked with in some time. I am very impressed with him." - **Mike Henry, Flagger Force Advanced Crew Leader**

"Everything went very well. Your crew was on time, knowledgeable and very helpful. The communication at all levels with your company went smoothly from our perspective. We will definitely use your service again in the future." - **Dave, Marietta Gravity Water Company**

"**John Schmuck** and **Phillip Samuels** are two of the best flaggers I've ever seen." - **Frank, PennDOT State Inspector**

"I wanted to express how satisfied we have been with the flaggers that have been working with us recently. A Maryland State Inspector even said that our flaggers were extremely safe and efficient in their work zone set-ups, communication between flaggers was great, and the overall job being done was fantastic." - **Tim, Lewis Tree Service;** Kudos to **Glenford Wilson, John Heriot, Tanya Hammonds, Allante Davis and Keith Jones.**

A motorist who ran out of gas at an intersection work site called in to personally thank the employees that assisted her. **Rick Machamer** and **Nick Lori** helped push her car out of the intersection and directed traffic around the vehicle when her husband arrived to gas it up. She said she was, "very impressed and wanted to make sure that the office was aware of the citizenship that was displayed by our employees on her behalf." - **Kimberly, Motorist**

"I was leaving a parking lot in Towson, MD and trying to enter a busy roadway with lots of construction, so I was sure I would have to wait awhile to get out. Flagger Force was there and one of your employees (**Flim Smith**) went above and beyond his job. He stopped traffic in both directions to allow me to get out of the parking lot - I could have waited for ten minutes, but this gentleman had me out and on my way in one minute! I was extremely appreciative of his gesture, please commend him for me." - **Kate, Motorist**

In Memoriam

It is with great sadness that we announce the recent passing of one of our own, Raymond Eugene Strawser. Raymond, 37 of Myerstown, PA, was an employee with Flagger Force from 2009-2010, and many of you may have worked with him. He passed away on Sunday, June 12, 2011, in the Reading Hospital, as a result of injuries sustained in an automobile accident. Our thoughts and prayers are with his family at this tragic time. The family requests that those desiring may send memorial contributions to "The Pride MC", 254 Hoover Road, Dallas, PA 18612, to assist correctional employees and their families who are in need.

Moving On Up

When you join the Flagger Force team, you join a company that is built on the idea that our people are what make us unlike anyone else. We're some of the best trained, most knowledgeable safety specialists in our field thanks to a combination of experience and extensive education and the leadership and professionalism of our field staff.

The following career path demonstrates how you can work your way up into the next level of expertise, responsibility and reward at Flagger Force. The structure of our crews plays a big role in our company, and each and every day we're looking for the future leaders of Flagger Force. We promote based on job performance, attitude and leadership, not tenure. Do you have what it takes to become a Crew Leader, Advanced Crew Leader, or even a Quality Assurance Manager or Instructor? Show us!



HAPPY 5 YEAR ANNIVERSARY!

We're proud to honor the following employees who have been with us since (or before!) the summer of 2006 when we hired our first employees under the official Flagger Force payroll.* In honor of their 5+ years of service with us, we'll be presenting them with a special gift at our Summer Safety Meetings. Thank you for your many years of hard work and dedication that have brought us to where we are today - we couldn't have done it without you!

Kim Abbott
Virginia Bretzman
James Colby
Susan Corkle
Mike Doner
Michele Doner
Walter Escher
Gregory Garber
Heather Gunzelmann
Jennifer Harmon

William Hoff
Michelle Johnson
Nicholas Lori
Randall Marx
Randy Maxwell
Grant Miller Jr.
Steven Pannella
Bruce Plewinski
Jonathon Recknagel
Robert Ryan

Nancy Sheller
Aaron Sienicki
Flim Smith
Stephanie Steffy
Hedy Sturgis
Judith Webber
Gerald Wisniewski
Edgar Worrall

*Little known fact: Flagger Force was founded in 2003, but until May of 2006, all employees were subcontracted from another company.