



HANDBOOK AMENDMENT

DATED AUGUST 28TH 2021

Updated Smoking Policy – Any employee identified as to smoking while working on a customers vehicle will be terminated with not prior write ups necessary. The act of smoking while working on a customer vehicle is in itself egregious enough of an act to warrant termination.

Smoking is allowed on company premises but it is never allowed inside the shop, or while customers are present. The act of smoking in the shop, or in the presence of customers will be an immediate write up.