March 30, 2017

To All Jay Industries Contractors:

Your company performs work at one or more of our Jay Industries facilities. The health and safety of our Employees, Contractors, Customers and Visitors is important to us. We strive to minimize any negative impacts to the environment and maintain a safe work place.

The Contractor Handbook contains agreements that you must follow while working for or at any location of Jay Industries, Inc. It includes provisions about your obligation to comply with applicable laws and regulations, and to conduct you activities in a safe and environmentally compliant manner, as well as insuring that your employees are properly trained in both safety and environmental issues related to their jobs. Nothing in this document is intended to alter or modify any agreement.

All reasonable and prudent measures must be taken by your company to establish and maintain safe working conditions and to conduct work in a manner that minimizes environmental impact.

Environmental health and employee safety are of utmost importance to our company. We thank you in advance for performing your services in complete support of these values.

John Vidonish, Metals Maintenance Manager

Feel free to email, to save fuel and paper. Please return all signed pages, insurance documents, BWC policy proofs, and SDS sheets to:

Marijan Grogoza mjgrogoza@jayindinc.com Jay Industries Environmental Health & Safety Department 1575 W. Longview Avenue Mansfield, Ohio 44906 419-527-2257