



Insulation Supply Co.

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ACKNOWLEDGEMENT OF RECEIPT: EMPLOYEE HANDBOOK AND SAFETY TRAINING

The employee handbook is designed to summarize INSCO personnel policies and to acquaint you with many of the rules concerning your employment. INSCO reserves the right to modify, rescind, delete or add to the provisions of this handbook from time to time at its sole and absolute discretion. It is INSCO's intent to notify you of such changes when they occur.

This is to acknowledge that I have received a copy of the employee handbook and understand that it contains important information on the company's general personnel policies and on my privileges and obligations as an employee. I will familiarize myself with the material in the handbook and understand that I am governed by its contents. I further understand that INSCO may change, rescind or add to any policies, benefits or practices described in the handbook from time to time and at any time at your sole and absolute discretion with or without prior notice.

EMPLOYEE'S SIGNATURE

DATE

INSCO'S SAFETY POLICY ACKNOWLEDGMENT

It is the intention of management to provide our employees with a safe and healthy place to work. INSCO pledges itself to a Safety Program that will maintain a safe workplace and that will always be sensitive to changing conditions, requirements and hazards in the workplace. Employees share the responsibility for maintaining a safe workplace as well as working in a safe manner. Employees must follow safety regulations and are required to report unsafe conditions or practices to their supervisors.

Safety requires a commitment from every employee on all levels of expertise, experience and authority. Accident prevention and safety are as important as productivity and quality.

People are the company's most important asset, and their safety, our greatest responsibility. We intend to continue to honor that responsibility and we will continue to require the cooperation and participation of all our employees.

This is to acknowledge that I have received a copy of INSCO'S Safety Policy and understand that it contains important information on our Company's Safety Program.

EMPLOYEE'S SIGNATURE

DATE