



POLICY REMINDER

EQUAL EMPLOYMENT OPPORTUNITY

G•UB•MK is an equal opportunity employer and does not discriminate on the grounds of race, color, religion, sex, age, national origin, handicap or status as disabled or Vietnam era veteran. Management and supervisory personnel and their designated representatives have primary responsibility for enforcement of this policy. Further, it is the policy of G•UB•MK to give consideration to employment of local residents of the area where G•UB•MK operations are being conducted as long as they meet qualification and experience requirements.

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EMPLOYEES HAVING CONCERNS REGARDING THE POLICY OR REGULATIONS ARE REQUESTED TO CONTACT THE FOLLOWING EEO COORDINATORS:

John J. Simonetto (865) 632-1085; ErolOzkirbas (865) 632-1030
An alternate contact is Lisa Miller, WorleyParsons, (610) 855-2712



Erol Ozkirbas, Program Director

9/18/2008
Issued

9/18/08 Rev. 3
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POLICY ON SEXUAL HARASSMENT

G•UB•MK is committed to provide a workplace free from any kind of harassment or intimidation of employees. Sexual harassment is interpreted to include unwelcome sexual advances, coercion, intimidation, improper gestures, lewd language or offensive behavior of any kind.

G•UB•MK Constructors will not tolerate such behavior and supervisors are responsible for assuring that all employees comply with this policy. Such conduct is not acceptable and will result in disciplinary action up to and including the termination of employment.

The texts of federal laws and regulations prohibiting sexual harassment are found in Section 703 of Title VII of the Civil Rights Act of 1964, 29CFR Section 1604.11 of the regulations thereof, as well as 41CFR, Chapter 60-20, of Executive Order 11246.


Erol Ozkirbas, Program Director

9/18/2008
Issued

Employees having concerns regarding the policy or regulations or believe they are subject to such discrimination or harassment are requested to contact EEO Coordinators: Erol Ozkirbas (865) 632-1030; John Simonetto (865) 632-1085. An alternate contact is Lisa Miller, Human Resources (610) 855-2712.



POLICY REMINDER

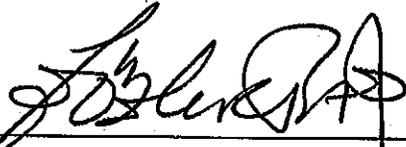
OFFENSIVE LANGUAGE

The use of obscene terms or vulgar language commonly referred to as swearing has no place in today's workplace. This applies equally to the use of religious terms in any derogatory way. What may seem innocent or commonplace to one employee can be extremely offensive to a coworker. The use of such terms is inappropriate and unacceptable.

G•UB•MK will not tolerate the use of such language in the workplace. Employees are reminded that they can be reprimanded, suspended without pay or even terminated if they violate this policy.

The best practice for all employees is to refrain from the use of this language anywhere in the G•UB•MK workplace. Remember doors are open, walls are thin and voices carry significant distances. You may think you are alone; chances are you are not.

If you have a question about this policy please contact me.



Erol Ozkibas, Program Director

9/17/2008

Reissued



NOTICE!

ALL G•UB•MK EMPLOYEES MINORITY AND FEMALE REFERRAL PROGRAM

As an Equal Opportunity Employer, G•UB•MK Constructors is committed to seeking out qualified minority and female candidates for employment in the construction trades. If you know of any such individuals who might be interested in an apprentice or journeyman level position with G•UB•MK, have them contact the G•UB•MK Resources Manager or the Site/Area Managers at the following locations for further details:

Knoxville Regional Office
John Simonetto, Resource Manager
(865) 632-1085

Bull Run Fossil Plant
Terry Hanagan, Site Manager
(865) 945-7273

NE Hydro Office
Duane Chaffee, Sr. Hydro Manager
(865) 632-1061

Kingston Fossil Plant
Randy Calloway, Acting Site Manager
(865) 717-4072

Chattanooga Area Hydro Office
Tom Repko, Area Manager
(423) 825-3027

Paradise Fossil Plant
Stan Kutay, Site Manager
(270) 476-3455

Colbert Fossil Plant
Don Dismukes, Site Manager
(256) 389-7205

Widows Creek Fossil Plant
Rex Moore, Acting Site Manager
(256) 437-4500

John Sevier Fossil Plant
Mike Hart, Acting Site Manager
(423) 921-6745


Erol Ozkirbas, Program Director

Reissued 9/17/2008



NOTICE!

ALL G·UB·MK EMPLOYEES INVITATION TO SELF-IDENTIFY PHYSICAL AND MENTAL DISABILITIES

Any Employee who is disabled may voluntarily inform the G·UB·MK personnel listed below of any physical or mental disability, and may suggest methods of reasonable accommodation. This information is confidential and will only be used to evaluate reasonable accommodation alternatives to permit you to perform the essential functions of the job in a safe and efficient manner. Refusal to volunteer this information will not subject an employee to any adverse treatment or penalty.

JOB PERFORMANCE

Any Employee who believes that he/she is having difficulty in continuing to meet the performance requirements of the job due to physical or mental disability is encouraged to advise the G·UB·MK personnel listed below regarding the nature of the disability, the work limitations covered by the disability, and any suggested reasonable accommodations.

AFFIRMATIVE ACTION

G·UB·MK Constructors is a government contractor subject to Section 503 of the Rehabilitation Act of 1973 and Section 402 of the Vietnam Era Veterans Readjustment Assistance Act of 1974, which require government contractors to take affirmative action to employ and advance in employment qualified disabled individuals, disabled veterans and veterans of the Vietnam era. If you are disabled, a disabled veteran or a Vietnam era veteran covered under these Acts and would like to be considered under the Affirmative Action Program, please inform the G·UB·MK personnel listed below. This information is voluntary, shall be kept confidential, and will only be used for affirmative action purposes. Refusal to volunteer this information will not subject an applicant to adverse treatment or penalty.

CONTACTS: John J. Simonetto (865) 632-1085; Erol Ozkibas (865) 632-1030
or Lisa Miller, WorleyParsons (610) 855-2712


Erol Ozkibas, Program Director



G·UB·MK CONSTRUCTORS

**AFFIRMATIVE ACTION
PROGRAMS**

FOR

**VETERANS & HANDICAP
EMPLOYEES**

ARE AVAILABLE FOR REVIEW

**IN THE G·UB·MK SITE, AREA, OR
REGIONAL OFFICE**

**Please call the Program Director at (865) 632-1030 if you
have any questions concerning these programs.**

12/29/99 Rev. 1
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Reissued 9/17/08

Post Conspicuously in the Hiring Office

AP-2.6



NOTICE!

ALL G•UB•MK EMPLOYEES

VIETNAM ERA & DISABLED VETERANS EQUAL EMPLOYMENT OPPORTUNITY & AFFIRMATIVE ACTION POLICY

G•UB•MK Constructors complies with the requirements of 41CFR60, Part 60-250, "Affirmative Action Obligations of Contractors & Subcontractors for Disabled Veterans and Veterans of the Vietnam Era", effective July 1, 1997

G•UB•MK does not discriminate against covered Veterans in the employment relationship. G•UB•MK will regularly list employment openings at appropriate local offices of state employment services. Additionally, G•UB•MK will notify unions on a periodic basis that G•UB•MK is bound by 41CFR60, Part 60-250.

A handwritten signature in black ink, appearing to read "Erol Ozkirbas", is written over a horizontal line.

Erol Ozkirbas, Program Director

Reissued

9/17/2008



POLICY REMINDER

Family Leave and medical Act of 1993 (FMLA) Policy for Non-Manual Employees (Other State & Federal Laws may be applicable in addition to the FMLA)

NOTE: WorleyParsons, Williams Plant Services, and Washington Group Employees are covered by their companies' policy.

Employees who have worked for G·UB·MK for at least twelve (12) months and at least 1,250 hours during the prior twelve (12) months may take up to twelve (12) weeks of unpaid leave (FMLA leave) for the following reasons:

1. Birth and/or care of a child of the employee;
2. Placement of a child into the employee's family by adoption or by a foster care arrangement;
3. Care of the employee's spouse, child or parent who has a serious health condition; or
4. Inability of the employee to perform the functions of the employee's position due to a serious health condition.

Any FMLA leave taken by an Employee during the preceding twelve (12) month period will be used to determine the amount of available leave pursuant to the FMLA. For example, if an employee used four (4) weeks of leave beginning February 1, 1997, four (4) weeks of leave beginning June 1, 1997 and four (4) weeks of leave beginning December 1, 1997, the employee would not be entitled to any additional leave until February 1, 1998. On February 1, 1998, the employee would be entitled to four (4) weeks of leave and on June 1, 1998 the employee would be entitled to an additional four (4) weeks, etc.

The right to family leave for the birth and/or placement of a child into an employee's family may only be taken within the twelve (12) months after the date of the birth and/or placement of the child. In the case of unpaid leave for the birth and/or placement of a child, intermittent leave or working a reduced number of hours is not permitted, unless both the employee and G·UB·MK agree. If both spouses are employed by G·UB·MK the combined leave shall not exceed twelve (12) weeks or as prescribed by State law (i.e., the State in which the G·UB·MK office is located).

For purposes of this policy, a serious health condition means an illness, injury, impairment or physical or mental condition that involves:

- any period of incapacity or treatment in connection with or consequent to in-patient care in a hospital, hospice, or residential medical care facility;
- any period of incapacity requiring absence from work or other regular daily activities for more than three (3) calendar days that also involves continuous treatment by or under the supervision of a healthcare provider; or
- continuous treatment by or under the supervision of a healthcare provider for a chronic long-term health condition that is incurable or so serious that if not treated would result in a period of incapacity of more than three (3) calendar days; or
- prenatal care.

In the case of unpaid leave for serious health conditions, the leave may be taken intermittently or on a reduced hours basis only if such leave is medically necessary. Where an employee requests intermittent leave or leave on a reduced hours basis due to a family member or the employee's own serious health condition, G·UB·MK has the option, in its sole discretion, to require the employee to transfer to a temporary alternate job for which the employee is qualified and which better accommodates the intermittent leave or reduced hours leave than the employee's regular job. The temporary position will have equivalent pay and benefits as the employee's regular job.

Employees are required to use their available vacation time during the twelve (12) week family leave period and available sick days will be used when family leave is taken because of serious health conditions. NOTE: That portion of the family leave of absence which is vacation time and/or sick days will be with pay according to G·UB·MK's policies regarding vacation time and sick days. The employee will be notified immediately in writing that the vacation time and sick days will be counted towards the twelve (12) weeks of family leave. If written notice is not given to the employee by the date of expiration of the leave, the leave will not be counted towards the employee's available twelve (12) weeks of family leave.

When the necessity of leave is foreseeable due to the expected birth and/or placement of a child, the employee must provide G•UB•MK at least thirty (30) days notice of the employee's intention to take leave. If the date of birth and/or placement of a child requires the employee's leave to begin in less than thirty (30) days from the date of notice to G•UB•MK, the employee must provide such notice as soon as practical. Where the necessity for leave is due to a family member or an employee's own serious health condition and is foreseeable based on planned medical treatment, the employee must:

- give at least thirty (30) days notice, or as soon as practical if treatment starts in less than thirty (30) days; and
- make a reasonable effort to schedule the treatment so as not to unduly disrupt the operation of G•UB•MK, subject to the approval of the healthcare provider.

Where the need for leave is unforeseeable, the employee must give notice as soon as practical. Any leave request based on a family member or employee's own serious health condition must be supported by certification from a healthcare provider. The employee must provide a copy of the certification to G•UB•MK in a timely manner. (Fifteen (15) calendar days will be allowed to provide certification) Certification from the healthcare provider must contain:

- the date the serious health condition began;
- the possible duration of the condition;
- the appropriate medical facts regarding the condition;
- if the leave is based on the care of a spouse, child or parent, a statement that the employee is needed to provide the care and an estimate of the amount of time that need will continue;
- if the leave is based on the employee's own serious health condition, a statement that the employee is unable to perform the functions of his/her job; and
- in the case of intermittent leave or leave on a reduced hours basis for planned medical treatment, the date the treatment is expected to be given and the duration of the treatment.

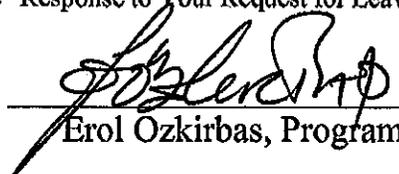
During family leaves of absence, G•UB•MK will continue to pay its portion of the health insurance premiums and the employee must continue to pay his/her share of the premium if the employee is covered under the G•UB•MK medical plan. Failure of the employee to pay his/her share of the health insurance premium may result in loss of coverage. If the employee does not return to work after the expiration of the leave, the employee will be required to reimburse G•UB•MK for payments of the health insurance premiums during the family leave, UNLESS the employee does not return because of the presence of a serious health condition which prevents the employee from performing his/her job or circumstances beyond the control of the employee.

During the leave, the employee shall not accrue employment benefits such as vacation pay, sick pay, etc. Employment benefits accrued by the employee up to the day on which the family leave of absence begins will not be lost.

G•UB•MK may require an employee on FMLA leave to report periodically on his/her status and the intention of the employee to return to work, and also periodic recertification of the medical condition. An employee taking leave due to the employee's serious health condition is required to obtain certification that the employee is able to resume work prior to the return from any FMLA leave.

Employees who return to work from family leave of absence within or on the business day following the expiration of the twelve (12) weeks are entitled to return to their job or an equivalent position without loss of benefits or pay.

Applications for family leave of absence must be submitted in writing and signed by the employee's immediate Manager. Applications should be submitted at least thirty (30) days before the leave is to commence or as soon as possible if thirty (30) days notice is not possible. Appropriate forms must be submitted to G•UB•MK Resource Manager to initiate a family leave and to return the employee to active status. Each employee taking leave which meets the requirements for FMLA leave will be provided the "Response to Your Request for Leave" form.

 9/17/2008
Erol Ozkibas, Program Director



POLICY REMINDER

Family Leave and medical Act of 1993 (FMLA) Policy for Craft Employees (Other State & Federal Laws may be applicable in addition to the FMLA)

It is the policy of G•UB•MK Constructors to define with regard to family leave what is required by the Family and Medical Leave Act of 1993 (FMLA)

Employees who have worked for G•UB•MK for at least twelve (12) months and at least 1,250 hours during the prior twelve (12) months may take up to twelve (12) weeks of unpaid leave (FMLA leave) for the following reasons:

1. Birth and/or care of a child of the employee;
2. Placement of a child into the employee's family by adoption or by a foster care arrangement;
3. Care of the employee's spouse, child or parent who has a serious health condition; or
4. Inability of the employee to perform the functions of the employee's position due to a serious health condition.

Any FMLA leave taken by an Employee during the preceding twelve (12) month period will be used to determine the amount of available leave pursuant to the FMLA. For example, if an employee used four (4) weeks of leave beginning February 1, 1997, four (4) weeks of leave beginning June 1, 1997 and four (4) weeks of leave beginning December 1, 1997, the employee would not be entitled to any additional leave until February 1, 1998. On February 1, 1998, the employee would be entitled to four (4) weeks of leave and on June 1, 1998 the employee would be entitled to an additional four (4) weeks, etc.

The right to family leave for the birth and/or placement of a child into an employee's family may only be taken within the twelve (12) months after the date of the birth and/or placement of the child. In the case of unpaid leave for the birth and/or placement of a child, intermittent leave or working a reduced number of hours is not permitted, unless both the employee and G•UB•MK agree. If both spouses are employed by G•UB•MK the combined leave shall not exceed twelve (12) weeks or as prescribed by State law (i.e., the State in which the G•UB•MK office is located).

For purposes of this policy, a serious health condition means an illness, injury, impairment or physical or mental condition that involves:

- any period of incapacity or treatment in connection with or consequent to in-patient care in a hospital, hospice, or residential medical care facility;
- any period of incapacity requiring absence from work or other regular daily activities for more than three (3) calendar days that also involves continuous treatment by or under the supervision of a healthcare provider; or
- continuous treatment by or under the supervision of a healthcare provider for a chronic long-term health condition that is incurable or so serious that if not treated would result in a period of incapacity of more than three (3) calendar days; or
- prenatal care.

For serious health conditions, the leave may be taken intermittently or on a reduced hours basis only if such leave is medically necessary. Where an employee requests intermittent leave or leave on a reduced hours basis due to a family member or the employee's own serious health condition, G•UB•MK has the option, in its sole discretion, to require the employee to transfer to a temporary alternate job for which the employee is qualified and which better accommodates the intermittent leave or reduced hours leave than the employee's regular job. The temporary position will have equivalent pay and benefits as the employee's regular job.

When the necessity of leave is foreseeable due to the expected birth and/or placement of a child, the employee must provide G•UB•MK at least thirty (30) days notice of the employee's intention to take leave. If the date of birth and/or placement of a child requires the employee's leave to begin in less than thirty (30) days from the date of notice to G•UB•MK, the employee must provide such notice as soon as practical. Where the necessity for leave is due to a family member or an employee's own serious health condition and is foreseeable based on planned medical treatment, the employee must:

- give at least thirty (30) days notice, or as soon as practical if treatment starts in less than thirty (30) days; and
- make a reasonable effort to schedule the treatment so as not to unduly disrupt the operation of G•UB•MK, subject to the approval of the healthcare provider.

Where the need for leave is unforeseeable, the employee must give notice as soon as practical. Any leave request based on a family member or employee's own serious health condition must be supported by certification from a healthcare provider. The employee must provide a copy of the certification to G•UB•MK in a timely manner. (Fifteen (15) calendar days will be allowed to provide the certification) Certification from the healthcare provider must contain:

- the date the serious health condition began;
- the possible duration of the condition;
- the appropriate medical facts regarding the condition;
- if the leave is based on the care of a spouse, child or parent, a statement that the employee is needed to provide the care and an estimate of the amount of time that need will continue;
- if the leave is based on the employee's own serious health condition, a statement that the employee is unable to perform the functions of his/her job; and
- in the case of intermittent leave or leave on a reduced hours basis for planned medical treatment, the date the treatment is expected to be given and the duration of the treatment.

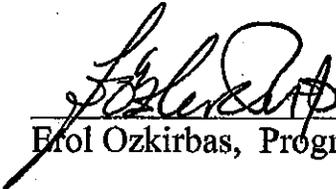
During family leaves of absence, G•UB•MK will continue to pay its portion of the medical coverage of the health and welfare contribution to the employees union and the employee must continue to pay his/her share of the premium for up to 12 weeks as prescribed by State law. Failure of the employee to pay his/her share of the health insurance premium may result in loss of coverage.

G•UB•MK may require an employee on FMLA leave to report periodically on his/her status and the intention of the employee to return to work, and also periodic recertification of the medical condition. An employee taking leave due to the employee's serious health condition is required to obtain certification that the employee is able to resume work prior to the return from any FMLA leave.

Employees who return to work from family leave of absence within or on the business day following the expiration of the twelve (12) weeks or other period as prescribed by State law are entitled to return to their job or an equivalent position without loss of benefits or pay provided that an equivalent position in their Craft is available. If none is available on that date, the employee will be returned to the next available equivalent position in their Craft..

Applications for family leave of absence must be submitted in writing and signed by the employee's immediate G•UB•MK Sit or Area Manager. Applications should be submitted at least thirty (30) days before the leave is to commence or as soon as possible if thirty (30) days notice is not possible. Appropriate forms must be submitted to G•UB•MK Resource Manager to initiate a family leave and to return the employee to active status.

Each employee taking leave which meets the requirements for FMLA leave will be provided the "Response to Your Request for Leave" form.


Erol Ozkirbas, Program Director 9/17/2008



POLICY REMINDER

Federal Laws and Regulations prohibit sexual discrimination and harassment in the workplace. G·UB·MK will not tolerate sexual discrimination and harassment. Site/Area Managers, Superintendents, and other Managers or Supervisors are responsible for assuring that they and their employees comply.

Remember what may be a joke to you may be offensive to someone else. Keep the workplace free of actions such as:

- Foul Language
- Improper Gestures
- Touching or Poking
- Suggestive Posters and Calendars
- Graffiti of a Sexual Nature

If you have any questions or concerns contact your Site/Area Manager or John Simonetto (865-632-1085) or Erol Ozkirbas (865-632-1030)

Reissued 9/17/08