



Safety

POLICY NUMBER: 501
LAST REVISION DATE: 5/14/2018

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SUBJECT: SAFETY

UNIT(S): PAR TECHNOLOGY CORPORATION AND ALL SUBSIDIARIES

1.0 PURPOSE:

Layout PAR's safety policy and detail PAR's safety procedures.

2.0 POLICY:

Safety and health in our company must be a part of every operation. Without question, it is every employee's responsibility at all levels.

3.0 SCOPE:

All Employees.

4.0 PROCEDURES:

- 4.1. All employees are expected to:
 - 4.1.1. Inspect their working areas periodically for any safety or health hazards.
 - 4.1.2. Familiarize themselves with all safety and health procedures relevant to their working areas.
 - 4.1.3. Identify and report conditions that are perceived unsafe to their manager or supervisor without fear or reservation.
 - 4.1.4. Conduct themselves in a manner that is deemed safe at all times.

5.0 RESPONSIBILITY:

- 5.1. It is the responsibility of all employees to adhere to all safety regulations, including Company policy, and all applicable federal, state or local laws.
- 5.2. It is the responsibility of all employees to participate in all training applicable to their working areas and job duties.
- 5.3. It is the responsibility of management to promptly respond to safety concerns and inform and train employees as appropriate.
- 5.4. Employees are responsible for utilizing all company property (including equipment) in a correct and safe manner.
- 5.5. Any employee that violates this policy will be subject to disciplinary action, up to and including termination at the discretion of the Company.