Safety Bingo Rules

- Safety Bingo is a fun educational tool. The purpose of the game is to remind employees on a daily basis the importance of working safe and remaining injury free.

- Full-time, part-time and temporary hourly dining service employees (including student managers) and maintenance employees who are on active work status are eligible to play Safety Bingo and will receive their personalized bingo card on their first day of work. They will play all Safety Bingo games on copies of the same card throughout their employment with BASC. Additional copies of the personalized bingo cards will be kept in the unit where each employee works.

- Safety Bingo will start with a $75 prize on January 6, 2014.

- Definitions:
  - **Qualifying accident** is one that results in time off or in medical treatment by a medical professional.
  - **Preventable injuries** are burns, cuts, slips, trips, and falls that result in time off or medical treatment by a medical professional.
  - Education and training period is the time for full and part employees and student managers to be educated and to mentor student employees on safety procedures.
  - Bingo Bonus Day is the day numbers will be drawn if Dining Services meets two specific goals. 1.) 38 or less lost time days. 2.) 46 or less qualifying accidents.

- If no qualifying accident occurs, the prizes for the next game will increase by $75 each until the prize reaches $300 and stay at that prize until there is a qualifying accident.

- If a qualifying accident occurs the game stops and a new game will begin the next day at $75.

- If a preventable injury occurs within a game period (see chart below) the Safety Bingo game stops and no numbers will be drawn until the game period (see chart below). Safety Bingo will then restart at $75.

<table>
<thead>
<tr>
<th>MONTH</th>
<th>Period Starts</th>
<th>Period Ends</th>
<th>PREVENTABLE INJURY</th>
</tr>
</thead>
<tbody>
<tr>
<td>January</td>
<td>1/6/2014</td>
<td>2/12/14</td>
<td>Education and Training Period</td>
</tr>
<tr>
<td>February</td>
<td>2/13/14</td>
<td>2/28/14</td>
<td>Burns</td>
</tr>
<tr>
<td>March</td>
<td>3/1/2014</td>
<td>3/31/2014</td>
<td>Cuts</td>
</tr>
<tr>
<td>April/May</td>
<td>4/1/2014</td>
<td>5/8/14</td>
<td>Slips &amp; Falls</td>
</tr>
<tr>
<td>May</td>
<td></td>
<td>5/13/14</td>
<td>Bingo Bonus Day (if applicable)</td>
</tr>
</tbody>
</table>
When a qualifying accident or preventable injury occurs, Human Resources will notify all units by e-mail and indicate the status of Safety Bingo. When a new game is started, a new calendar board will be posted in each unit for the new game and fresh copies of the personalized bingo cards will be distributed to all eligible employees at the unit level.

Each day that no qualifying accident or preventable injury occurs; Human Resources will draw a new bingo number and notify each unit via e-mail of the number. New numbers are drawn every Tuesday, Wednesday, Thursday and Friday mornings for the previous day. Numbers for Friday, Saturday and Sunday are drawn every Monday morning.

When an employee believes that he/she has bingo, he/she must notify his/her unit manager or supervisor, who will verify the numbers by comparing them with copies of the personalized bingo cards on file in that unit. The manager or supervisor will contact Human Resources, where the numbers will also be verified. When a winner is announced, fresh copies of the personalized cards will be distributed at the unit level and a new calendar board will be posted next to the old calendar board.

The old board will remain posted for seven (7) days to allow employees who don’t see the board every day due to scheduling or absences an opportunity to check to see if they have bingo. If after seven (7) days no other winners have come forth, the prize will be awarded.

In the event of multiple winning claims, Human Resources will determine which employee was the first to win, according to the order of numbers drawn. In case of a tie, the prize will be split evenly.

Safety Bingo will be suspended during the Thanksgiving break from Wednesday to Saturday and will resume on Sunday. The number for Sunday will be drawn and posted on Monday.

Revised December 6, 2013