

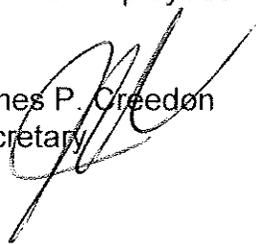
**COMMONWEALTH OF PENNSYLVANIA
DEPARTMENT OF GENERAL SERVICES**

DATE: May 30, 2007

SUBJECT: Safety Program Policy Statement

TO: All DGS Employees

FROM: James P. Creedon
Secretary

A handwritten signature in black ink, appearing to read 'James P. Creedon', is written over the typed name and title in the 'FROM:' field.

The Department of General Services is committed to improving the health and safety of our employees, improving productivity through a healthier workforce, and reducing accident and illness related costs. Our agency will strive to ensure our employees are provided with a safe place in which to work and with knowledge of safe work practices for their protection and that of the public in general.

Working safely is a basic responsibility of all employees. Managers and supervisors are to maintain the safest possible working conditions and to use all necessary resources to accomplish this endeavor. Employees are to perform their duties in the safest manner possible and obey health and safety policies, procedures, and rules.

Through the agency's health and safety program, each employee has some responsibility for health and safety. Employees are encouraged to actively participate in our health and safety programs.