|  |  |
| --- | --- |
|  VISITOR POLICY – EMPLOYEE GUEST | NO. 277 |
|  No Employee shall have a visitor or guest on the premises unless permission was granted by their supervisor prior to visit. Employees observed talking to a visitor while on duty will be disciplined accordingly and the visitor will be asked to leave the premises. |
| Approved: | Effective Date: | Revision Date:3/17 | Change No.: | Page: 1 of 1 |