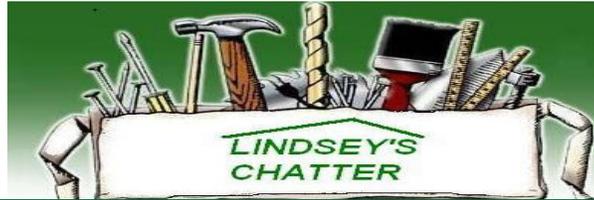


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TIMELY TIME SHEETS...

Filing out "Time Sheets" daily will not only help you get paid correctly it will also help the company with the following:

- Ensure that you remember what phases of work you completed that day

- Speed up payroll processing
- Ensures timely paychecks
- Ensures hours are posted to correct phase of work for our estimating dept.

- Accelerates the billing cycle and increases cash flow.

If at any time you need help filing out your time sheet please don't hesitate to ask the office staff.

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National Safety Month



As everyone begins their summer it is important to remember that **June is National Safety Month**. While it is true that safety should be a top concern all year long it is good to have a month that is dedicated to safety in the workplace. The goal of *June as National Safety Month* is to raise awareness of preventable accidents and injuries in the workplace. There is often no reason other than lack of safety training that cause most accident to occur. Teaching and training employees how to work safe and follow rules is the best way to prevent many unnecessary injuries.

Good housekeeping is another very pivotal piece of the safety puzzle. Without a clean environment to work in there is no telling how many injuries will occur. By keeping the work area clean and tidy you can reduce the number of slips, trips and falls by more than half. A clean workplace will make it easier to locate important equipment and safety gear. The floor should be kept free of clutter or debris. They should also be cleaned at least once daily or more depending on the job.

June 14



Flag Day

June 15



Father's Day

Galloway Home	French Lick Family Health Care	Lake Home
<p>The drywall is getting hung. Brick is being laid also. Crew is working on soffit and gables. Project should be completed by end of July.</p>	<p>Concrete, stone work & roofing complete. Rough-in complete by end of month. Starting horizontal siding. Drywall will start first of June.</p>	<p>Most of interior done. Cleaning & hanging pictures. We will have to re-lay upper chimneys after Memorial Day. Paint windows and replace decking & railings.</p>
<p>Project Updates</p> <p>New Home for manager at Purdue Farm</p>	<p>EMS at Petersburg</p>	<p>Best Western at French Lick</p>



Fascinating Facts

The history of the Flag Day is undoubtedly one of the most interesting chapters of the American history. Sadly though, the day seems to have been long forgotten, and the fact that nowadays you hardly get to see hundreds of flags displayed in every street like before, echoes this very thought.

Birthdays

21 - Marcus

