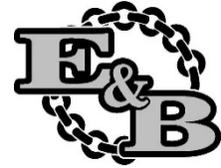


E&B OILFIELD SERVICES INC.

DATE: 01/15/15

EXPIRES: Indefinite

**CELL PHONE USAGE POLICY**



The purpose E&B issues cellular phones to company representatives who are required to be in close contact with the company at all times. While cell phones are necessary conveniences of the business world, we require that our employees follow the guidelines listed below for their own safety and the safety of others.

All employees are required to be professional and conscientious at all times when using company phones.

**USAGE**

It is E&B policy that representatives of our organization who are issued a cellular phone understand the phones are issued for business use. Employees are expected to make every effort to not exceed the current contracted allowed minutes. Cellular phone bills are reviewed when they arrive. Any employee who exceeds their contracted allowed minutes or data is subject to additional usage review. Use of personal cell phone should be limited necessary calls only.

**DRIVING**

E&B has a zero tolerance policy regarding distracted driving or violation of state cell phone usage laws while driving. For the safety of our employees and others it is imperative that you learn and follow state cell phone usage laws, in the states where you drive a company vehicle, while driving. If in doubt about the state law, pull over and stop at a safe location to dial, text, receive or converse on the cell phone in any way. This includes company or personal cell phones in company vehicles.

Use of any other personal electronic device including but not limited to GPS, iPod, camera or computer is prohibited while driving. If these types of devices are essential to your duties, you must pull over and stop at a safe location before any such use.

E&B reserves the right to amend or alter the terms of this policy. Violations of this policy will be subject to the highest forms of discipline, including termination.

Employee Signature: \_\_\_\_\_

Printed Name: \_\_\_\_\_

Date: \_\_\_\_\_