

2024 Employee Manual and Security Policies Signature Page

I acknowledge that I have received a copy of the Company’s employee handbook and understand that I am obliged to read and familiarize myself with its content, as well as abide by its terms.

I understand and agree;

- That nothing in this handbook in any way creates an expressed or implied contract of employment and that the Company does not intend to create a contract of employment by placing these matters in writing;
- That, if employed, I must comply with all Company policies and rules found in any Company policy manual, employment handbook, procedure manual, safety manual, or other written or verbal communications from the Company;
- That the Company reserves the right to make changes in content or application of its policies as it deems appropriate, that these changes may be implemented even if they have not been communicated to employees or, reprinted or submitted in this or another handbook;
- That I will not use or disclose outside my employment with the Company, either during or after my employment, any confidential information, trade secret, or proprietary information, whatever its form, obtained in connection with my employment with the Company;
- That employment is “at-will.” That any employment that may be offered is of an indefinite duration, and that either I or the Company can terminate this employment at-will at any time, for any reason or no reason, with or without notice;
- That progressive disciplinary procedures or other procedures and policies in the handbook are not all-inclusive, and management reserves the right to terminate employees at any time with or without reason.
- That no person other than the CEO of Waident Technology Solutions has any authority to enter into an agreement of employment on behalf of the Company.
- This manual will be updated from time to time, I will be notified of the changes, given a chance to review them and then will be required to sign a receipt annually.

As part of this handbook, I have received a copy of the:

- Electronic Mail, Internet and Computer Usage Policy
- Harassment Policy
- COBRA Notice

Handbook Dated: January 2024

I also acknowledge that I have reviewed and adhere to the security policies that are located in the folder W:\Waident\Shared Documents\Polices Procedures and Forms\Security Policies.

X _____



Signature Certificate

Document name: 2024 Employee Manual and Security Policies

Signature Page

Unique Document ID: 2CEB731A87DC53D685600184CF411F59A1CEC59A



Timestamp	Audit
January 15, 2019 11:38 am CDT	2024 Employee Manual and Security Policies Signature Page Uploaded by John C. Ahlberg Ahlberg - jahlberg@waident.com IP 75.145.134.81
January 16, 2019 1:48 pm CDT	Jackie Johnson - jackie@waident.com added by John Ahlberg - jahlberg@waident.com as a CC'd Recipient Ip: 73.247.185.3
January 23, 2019 10:17 am CDT	Jackie Johnson - jackie@waident.com added by John Ahlberg - jahlberg@waident.com as a CC'd Recipient Ip: 73.247.185.3
January 7, 2020 1:29 pm CDT	Jackie Johnson - jackie@waident.com added by John Ahlberg - jahlberg@waident.com as a CC'd Recipient Ip: 73.247.185.3
March 1, 2021 9:09 am CDT	Jackie Johnson - jackie@waident.com added by John C. Ahlberg Ahlberg - jahlberg@waident.com as a CC'd Recipient Ip: 138.197.1.153
December 29, 2021 9:44 am CDT	Jackie Johnson - jackie@waident.com added by John C. Ahlberg Ahlberg - jahlberg@waident.com as a CC'd Recipient Ip: 75.27.39.84
December 29, 2021 10:06 am CDT	Jackie D'Ambrosia - jackie@waident.com added by John C. Ahlberg Ahlberg - jahlberg@waident.com as a CC'd Recipient Ip: 75.27.39.84
December 30, 2021 10:42 am CDT	Jackie D'Ambrosia - jackie@waident.com added by John C. Ahlberg Ahlberg - jahlberg@waident.com as a CC'd Recipient Ip: 75.27.39.84
January 18, 2022 2:06 pm CDT	Jackie D'Ambrosia - jackie@waident.com added by John C. Ahlberg Ahlberg - jahlberg@waident.com as a CC'd Recipient Ip: 143.195.248.13
May 22, 2023 10:06 am CDT	Jackie D'Ambrosia - jackie@waident.com added by John C. Ahlberg Ahlberg - jahlberg@waident.com as a CC'd Recipient Ip: 173.9.208.9
August 13, 2023 12:31 pm CDT	Jackie D'Ambrosia - jackie@waident.com added by John C. Ahlberg Ahlberg - jahlberg@waident.com as a CC'd Recipient Ip: 75.27.39.84
January 5, 2024 3:27 pm CDT	Jackie D'Ambrosia - jackie@waident.com added by John C. Ahlberg Ahlberg - jahlberg@waident.com as a CC'd Recipient Ip: 75.145.134.81



This audit trail report provides a detailed record of the online activity and events recorded for this contract.