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To: District Employees

From: John R. Stroh, Manager

Date: October 3, 2006

Re: Employee Protection Line®

As an employee of San Joaquin County Mosquito and Vector Control District (the District), you are considered a valuable member of the organization. The District understands this and wants to provide you with the safest and most productive work environment possible. This means an environment without wrongdoing.

Workplace wrongdoing hurts everyone. Wrongdoing such as harassment, discrimination, drug and alcohol abuse, theft, violence, unsafe acts, and misrepresenting a workers' compensation claim, can make your job more difficult and cause unnecessary loss, resulting in fewer jobs, raises, and benefits. Consequently, the District has provided several outlets to report wrongdoing safely within the District.

However, the District understands that there may be situations where you don't feel comfortable coming forward internally, so the District is providing you with an alternative means for reporting wrongdoing – the Employee Protection Line®.

The Employee Protection Line® enables you to report workplace wrongdoing without giving your name or identifying yourself in any way, however, you must give enough information to allow your concerns to be addressed.

The toll-free Protection Line® is monitored by an independent third party. This third party monitors reports for many organizations.

When making a report, you must state the name of your organization, but your call will not be traced. You may make a report by calling (800) 576-5262. Your Employee Protection Line® organization code number is **10112**.

The District wants to protect you from workplace wrongdoing. Make a commitment to join the District in creating and maintaining the best workplace possible.

Report Workplace Wrongdoing

Harassment, discrimination, theft, violence, fraud, unsafe acts, and other forms of wrongdoing hurt everyone. Now you can help eliminate these problems. Report wrongdoing to your manager or supervisor, or call the

EMPLOYEE PROTECTION LINE®

by dialing toll-free 1-800-576-5262

Then enter your organization's code number: 10112.

The EMPLOYEE PROTECTION LINE is monitored 24 hours a day by an independent third party. You can make your call without disclosing your identity, and your call will not be traced.

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