



STATEMENT OF EMPLOYEE

NOTE TO EMPLOYEE – Please read this Employee Handbook and keep it handy for future reference. You are required to sign this form indicating that you have received and read this copy of TRUE Research Foundation Employee Personnel Policy #8 that outlines the policies, benefits and expectations of TRUE Employees. Please return this form signed by you and your supervisor, to the Human Resources Department within ten (10) working days after you receive this handbook. Also, keep a copy of this statement for your files.

I have received a copy of TRUE Research Foundation’s Employee Handbook as updated through June 30 the date on the front cover and understand all changes appear on the website. This Handbook supersedes all previous handbooks and/or materials or any other representations made prior to the date shown below on the cover page. I have carefully read and I understand all policies and information contained therein, including the benefits and privileges to which I may be entitled.

I understand that TRUE may from time to time change, modify, alter, add, or substitute new policies concerning working conditions at TRUE. In turn, reasonable notification will be provided by TRUE of such changes and the incumbent rights, obligations and privileges as a result of such alterations. These changes will appear on the TRUE website.

It is expressly understood and agreed by me, my heirs and assigns that nothing contained in this handbook or any subsequent changes or modifications shall act as a contract or guarantee of employment.

By signing below, I agree that the grievance procedures described on Pages 25 and 26 shall survive and continue in effect for a period of 30 days after termination of employment, regardless of whether the termination is by me or by TRUE. Any failure to follow the required steps shall be construed as insubordination and may constitute tortious interference with contractual and other administrative relations of TRUE.

I also understand that my employment with the Company is at-will and may be terminated by either the Company or myself at any time, for any reason. Any exception to this at-will condition must be set out in a written agreement, signed by the Human Resource Department and/or the Chief Executive Officer of the Company.

Employee Signature

Date

Supervisor Signature

Date