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ISS POLICIES AND PROCEDURES

Acceptance Agreement

I, _____, have received, read and understand the ISS Policy and Procedure Manual which cover the following topics:

- Scheduling
- Employee Cancellations
- Client Cancellations
- Late Arrivals
- Late Calls
- Payroll
- Timesheets
- Client Complaints
- Abuse and Neglect
- Drug and Alcohol-Free Workplace
- Compliance with Regulations
- Obligations to ISS

I agree to abide by these policies and procedures while employed with Innovative Staffing Solutions.

3/10/2008

Employee Signature

Date