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Organization:

Title:

Comments: [Caution: Suspicious Attachment]Employee's Benefit Terms

Dear ,

This is a recap for an update to the Employee Benefits Eligibility Policy, attached herein is a copy of our Core Values and Operating Behaviors.

Employees in the following employment classification(s) are eligible for the EMPLOYEE BENEFITS as described in this attached Policy. Each employee will be held accountable for these values to ensure our continued growth and success.

Kindly review and authorize the compliance section so we can proceed.

HR DEPARTMENT

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