



CELL PHONE POLICY FOR OUR CARNIVAL KITCHEN

This document sets forth Our Carnival Kitchen's policy about cell phone usage and applies to all Our Carnival Kitchen's employees. For purposes of this policy, the term "cell phone" is defined as any handheld electronic device with the ability to receive and/or transmit voice, text or data messages (including, but not limited to, cellular telephones/smartphones, digital wireless phones, telephone pagers).

General use at work

While at work, employees are expected to exercise the same discretion in using personal cell phones as they use with company phones (landlines and/or company provided cell phones). Excessive personal calls during the workday, regardless of the phone used, can interfere with employee productivity and be distracting to others.

Employees should restrict personal calls during work hours and should use personal cell phones only during scheduled breaks or lunch periods in non-working areas.

Employees are not to have their cell phone on their person during work - it will remain inside their bag/belongings and can be used during breaks / before or after the person is on shift.

Other personal calls should be made during non-work hours whenever possible, and employees should ensure that their friends and family members are instructed of this policy.

Our Carnival Kitchen is not liable for the loss of personal cell phones brought into the workplace.