



# EMPLOYEE NEWSLETTER

-- September 04, 2009 --



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[www.ExecutiveSecurity.com](http://www.ExecutiveSecurity.com)

## Office Closed on Labor Day

The office will be closed on Monday, September 7, 2009 in observance of the Labor Day holiday. The office will resume its normal operating schedule on Tuesday, September 8, 2009 at 0900 hours.

Labor day is a paid holiday for all security personnel from 0001 hours until 2359 hours.

Remember that management and supervisory staff are always available to you in case of emergency 24 hours per day and 365 days per year. Just call the office at 815-932-8800 and press option "1" when the voice mail system picks up. On call personnel will then be contacted.

## Calling Off From Your Shift

If you are going to miss your shift there are three steps to doing so without getting disciplinary action against you. #1-call the office at 815-932-8800 at least four (4) hours before the start of your shift and select option "1". Leave your name, contact number, scheduled shift location, shift time, and the reason for missing your shift. #2-a member of management will respond to your voicemail and call you back at the number you leave. You MUST speak to a member of management before the call off is excused. #3-you must notify your site supervisor of the absence (if your site has a site supervisor assigned to it).

## It's A Girl

Amy Norton, daughter of limousine driver Richard Norton and process server Agnes Norton, gave birth to a healthy baby girl at 12:58 am on Saturday, August 29th, 2009 in Streator, Illinois. The baby was named Harley Anne King. Harley weighed 7 pounds 10 ounces and measured 20 1/2 inches long. She is Amy's second child.



Harley is held by five year old big sister Daniele.

**NO, NO, NO !**

### Wrong type of Labor Day !!

To all of our security officers, process servers, investigators, limousine drivers, and office staff who have made this a wonderful company for the last 14 years

**THANK YOU !!!**



### The first Labor Day

celebration was in 1882 in New York City.

## Welcome Aboard

We would like to welcome back Northern Builders to our list of happy clients. Executive Security Specialists, Inc. was selected years ago as Northern's security services provider for all of their construction sites in northern Illinois.

We have just began providing security to the new fire restoration project located in Bridgeview, Illinois.

Thanks to the service level that has been provided by the ESS team, this is a satisfied client who has repeatedly called our company for service. Thanks to all!



*Have a safe and happy  
Labor Day  
Weekend!*