

Quality

Diversity

Experience

Commitment

## NEWSLETTER FEBRUARY, 2009

### PRESIDENT'S REPORT

Looking back on 2008, I am pleased to report that Ruthrauff | Sauer, along with Sauer Holdings, recorded its third consecutive year of steady growth. That growth is the direct result of your skill and commitment as craftsmen and construction professionals working together toward common goals. Individual effort can take us only so far, but it is your ability to work together as a team that makes this organization successful. Thank you for your contribution to another good year.

We enter 2009 with considerable momentum and a major share of this region's construction projects. At the same time, all of us are keeping a watchful eye on the national economy. Today's news is filled with much debate and uncertainty in Washington and across the country as lawmakers attempt to gain control of a troubled economy. As for us, we realize that we cannot control the economic situation, but we can control our response to it. Our response will be to continue our mission of delivering high quality mechanical construction and service to our clients and to minimize the effects of a national economic downturn on this company and our employees. This will require all of us to carefully navigate through some turbulent times and we are prepared to do so.

In order to bring some clarity to this issue, the following facts are intended to give you our realistic view of the current economic situation and the effect we expect it to have on our industry in the near future:

- Most experts anticipate a continued downturn in construction spending nationwide over the next several months.
- It is also predicted that Western Pennsylvania may not feel the full impact of the national recession since our regional economy is more diversified than in previous recessions.
- Though there has been a recent slowdown in construction activity for some businesses in our region, Ruthrauff | Sauer has had no projects cancelled to date, nor do we anticipate that any will be.

- Our best clients, including the area's major healthcare, universities and industrial facilities, are moving ahead cautiously with new construction and renovation plans. We expect more competition for those projects and to win our share of them.
- Historically, the construction industry has always been called upon to lead the nation into economic recovery. For that reason a large share of the federal economic stimulus package will be spent on construction projects, some of which will likely be in Western PA. The timing of these projects is uncertain.
- Companies that are expected to do well in a turbulent economy are those that are strong in employee talent, loyal customers and financial resources. Ruthrauff | Sauer meets all of these requirements and is committed to success in any economic climate.

Looking ahead, be assured that we will face the future and its challenges with confidence and determination and will continue to have a major presence in this region's construction market for years to come. Remember that this Company, this Region, and this Nation have successfully weathered many storms in the past... This one will be no exception.

Thank you again for your continued contribution to our success and best wishes to you and your families for a safe and prosperous 2009.

...Ray Gajski

***Ruthrauff | Sauer congratulates the  
World Champion Pittsburgh Steelers!  
They are an inspiration to us all!***

## HEART MATTERS...

Several employees have been trained on the new AED equipment that has been installed in the kitchen. Further CPR training is scheduled for all interested parties at our location later this month.



Employees, families and friends met at Sandcastle on Sunday, July 20 for a day of water sports, food, and fun. This was the first time in 11 years that we had rain on the day of our outing. We took advantage of the sudden storm by using the time to have the drawing for the various door prizes. Tickets were randomly drawn by the young folks in attendance. Various restaurant gift cards, a portable grille, iPod, scooter, DVD player, Pittsburgh Pirate and Steeler Football game tickets were only a few of the prizes won by employees who attended.

Picnic date for 2009 is scheduled for Sunday, July 19th. Mark your calendars!!

## Extreme Makeover Home Edition... The Slaughter Family

Ruthrauff | Sauer was proud to have been a part of the plumbing construction on Extreme Makeover Home Edition - The Slaughter Family. The episode aired on ABC on Sunday, January 4, 2009.

## Ruthrauff | Sauer's 2nd Annual Golf Outing

Last year's outing was held on Sunday August 17 at Grandview Golf Course. Golf, dinner and distribution of prizes finished out the day.

Winning foursome (60) – C. Couser & R. Hornsby (Carpenter Patterson) and P. Martini & R. Kesich (Ferguson Ent)

Winners of the "Worst Golfer Award" (77): B. Dongweck, S. Scabora, S. Singer & R. Zimmer

Closest to the pin: J. Wood, R. Blecher, M. Walsh & T. LaVelle

Longest Drive – K Pulaski

Longest Putt – J Wood

All 97 attendees received a Ruthrauff | Sauer golf shirt. Keith Yeager won the grand prize—a 32" flat screen TV!



# The Biggest Loser Competition

... Tawnja Timlin



The Biggest Loser is a very popular reality TV show that depicts various overweight contestants and documents their attempts (via diet and exercise) at weight loss. The program, which originated on NBC TV in the year 2004, provides guidelines on how to lose weight fast and in a natural way.

We've put some of our staff to the test with outstanding results! There was a total of ten contestants that participated in Ruthrauff | Sauer's biggest loser competition. The participants included 7 men and 3 women.

### Rules for the Biggest Loser were:

- > Entry fee of \$10 for first week weigh-ins
- > \$5 a week to remain in game
- > Pay \$1.00 for every pound gained
- > Eight-week course with weekly weigh-ins
- > Winner Takes All - \$505.00

*Congratulations to all participants! Everyone was a winner in this competition!*



Congratulations to all of the participants for their hard work and dedication! Total weight loss for all contestants was 182 lbs—Next competition will be coming soon!

		Total Weight Lost	Total % Weight Lost
Dave	Ford	35.60	18.07%
Brian	Altmeyer	38.60	15.68%
Harry	Wagner	27.40	9.72%
Jim	Driscoll	16.40	6.89%
Tony	Valvo	13.40	6.27%
Rich	Zimmer	19.80	6.18%
Dot	Wagner	11.00	4.50%
Carol	Edkins	6.60	4.21%
Helen	Mallin	7.20	3.83%
Guy	Bacco	6.20	3.36%

**EOE Policy**

The Company provides equal employment and advancement opportunities to all individuals, and all employment decisions will be based solely on merit, qualifications, and abilities. The Company does not discriminate in employment opportunities or practices on the basis of race, color, religion, sex, national origin, age, disability, veteran's status, or any other characteristic protected by law. In addition to a commitment to provide equal employment opportunities to all qualified individuals, the Company takes affirmative action to promote opportunities for individuals in certain protected classes throughout the organization. The Company will also make reasonable accommodations for qualified individuals with known disabilities unless doing so would result in an undue hardship.

This equal employment opportunity Policy governs all aspects of employment, including selection, job assignment, compensation, and access to benefits and training. In all respects, the Company values diversity and promotes an environment in which all employees are free to realize their full work potential and contribute meaningfully to the fulfillment of Company goals. You are responsible for conducting yourself in accordance with these commitments and principles in all of your dealings with co-workers, customers, vendors, and anyone else with whom the Company conducts business.

**Harassment Policy**

It is the policy of the Company that all employees assist in maintaining a work environment that is free from intimidation, coercion or harassment. All employees are responsible for conducting themselves in a business-like manner that evidences respect for others. This Policy applies to all employees (including managers), as well as customers, vendors and visitors. Harassment related to an individual's race, religion, color, sex, age, national origin or disability, or any other legally protected status or characteristic, is a violation of this Policy and is prohibited. Harassment may include verbal or physical conduct.

By way of specific example, sexual harassment in the workplace is prohibited by this Policy. Sexual harassment includes conduct directed at a person because of their sex (gender) that has the purpose or effect of unreasonably interfering with an individual's work performance OR creating an intimidating, hostile or offensive work environment. This could include such workplace conduct as: making sexually offensive advances or remarks, suggesting that hugs or embraces are a necessary part of a "friendly" working environment, or subjecting an employee to requests for dates or sexual favors.

No Company manager has any corporate authority to require your consent to any form of harassment as a requirement of employment or advancement, or to take any tangible employment action based on, either, one's toleration of or one's objection to harassment. In other words, any harassment that may occur is against Company policy.

NOT ALL comments one objects to or doesn't agree with are "harassment", however. The courts use "common sense" in determining legal claims of this nature, and you should do the same. For example, comments about rival sports teams, wishing a happy birthday, a general compliment to a coworker, or the like, are the types of things that should not generate objection in the absence of other circumstances. Again, use "common sense".

**The Company cannot eliminate any harassment problem, however, unless we know that it is occurring.** Therefore, it is your responsibility to bring any problem to our attention so that we can take whatever steps may be necessary to make an effort to correct the situation. Employees are encouraged to object directly and firmly to any conduct they witness which they believe violates this Policy. Unfortunately, some employees do not comprehend the seriousness of their behavior unless a specific objection is made.

If another employee or non-employee has harassed you, or if you witness the harassment of another employee, customer or visitor, you should notify your Supervisor and provide specific details. If your Supervisor is unavailable OR is the cause of the problem OR if the Supervisor fails to promptly and effectively respond to your complaint, you should call Ruthrauff | Sauer's EEO Officer at 412-771-6800; or call the Employee Hotline (888-867-2837). You may be assured that you will not be penalized in any way for promptly reporting a harassment problem. The Company will not tolerate adverse treatment of employees because they report harassment or provide information related to such complaints.

**Drug or Alcohol Policy**

The use of alcohol or controlled substances (illegal drugs or illegal use of prescription medications) in any manner that impairs your work or interferes with the work, health, or safety of others is strictly prohibited. Furthermore, any illegal use, possession, manufacture, distribution, or sale of controlled substances anywhere at work (including customer worksites, parking areas, vehicles, and leased equipment) is strictly prohibited and considered a willful violation of this Company Policy.

You may be required to submit to a drug and/or alcohol test if there is a reasonable suspicion that you are working under the influence of alcohol or controlled substances, if you contribute to the cause of an accident or are injured while at work and require outside medical attention, or if you return to work from a drug and/or alcohol rehabilitation program. You may also be required to submit to drug and/or alcohol testing as part of a project or customer requirement or as required by Federal, state, and local laws and regulations. All applicants considered final candidates for a position will be tested for the presence of illegal drugs.

To ensure the accuracy and fairness of our testing program, all testing will be conducted according to DHHS/SAMHSA guidelines where applicable. All drug-testing information is confidential communication. Access to this information is limited to those who have a legitimate need to know in compliance with relevant laws and management policies. A complete set of the drug screening procedures, in the Drug & Alcohol Abuse Prevention Program handout, is available for employees and their supervisors from the Safety Director. The procedures discuss the types of screenings, when and how they are to be conducted, and the actions that will be taken should the employee receive a confirmed positive alcohol or drug test.

Anyone found to be in violation of this Policy would be subject to disciplinary action, up to and including termination of employment. Anyone will be subject to the same consequences of a positive test if he/she refuses to cooperate in the testing process.

**Workplace Anti-Violence Policy**

No employee has the right to use violent behavior in our workplace or in the conduct of the Company's business either on the Company premises or at any other location. Since incidents of intimidation or coercion may be subjective in nature, any conduct that could be viewed as intimidation or coercion by a co-worker or other person should be avoided. Management reserves the right to use its discretion in determining what constitutes violent behavior.

The Company has established a policy that provides "zero tolerance" for actual or threatened violence in the workplace, while on duty, while on Company-related business, or while operating any vehicle or equipment owned or leased by the Company. Although some kinds of violence result from societal issues that are beyond our control, the Company believes that it can adopt some measures that will increase security and protection for our employees. In order to accomplish this objective, we must require the cooperation of all employees.

The Company believes that employees may be better prepared to avoid or prevent violence if they are able to recognize early warning signs in advance and follow appropriate response procedures. Employees will, therefore, play a crucial role in the administration of this anti-violence Policy.

Every threat of violence is serious and must be treated as such. Threatening behavior can include such actions as:

- Throwing objects.
- Making a verbal threat to harm another individual or destroy property.
- Making menacing gestures.
- Expressing significant grudges against co-workers.
- Displaying an intense or obsessive romantic interest that exceeds the normal bounds of interpersonal interest.
- Attempting to intimidate or harass other individuals.
- Behavior indicating that the individual is significantly out of touch with reality or that he/she may pose a danger either to himself/herself or to others.

Employees who become aware of any threats of workplace violence must report the threats immediately to their Supervisor. The Supervisor will, in turn, be responsible to notify the VP/General Manager who will consult with the appropriate resources in order to complete an assessment of the incident and the surrounding circumstances.

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When *Experience* Matters...



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