

# Greene Arc, Inc.

## Policy and Procedure Manual

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**Effective 12/17/15** This document is for informational purposes only and is not to be construed as an employment agreement or contract. Greene Arc, Inc. retains the right to amend or change policies contained here-within at any time without prior notice. The provisions of the Policy and Procedure Manual will apply except where the policy conflicts with state law or Collective Bargaining Agreement provisions.