

MONA ELECTRICAL SERVICE, INC.

NEWSLETTER

DECEMBER 20, 1991

NEW JOBS

- Ellipse Building with Marriott Corporation; PM: Tom McArthur
- TRW with Leapley Company; PM: Tom McArthur; Foreman: Kenny Tyler
- AERA with Leapley Company; PM: Tom McArthur; Foreman: Kenny Tyler
- Inet with Leapley Company; PM: Tom McArthur; Foreman: Kenny Tyler
- Dr. Baum's Office with Leapley Company; PM: Tom McArthur; Foreman: Kenny Tyler
- Grosvenor Park with Polinger; PM: Scott Zweifel; Foreman: Ron Russell
- Dept. of Justice Tax Division; PM: Tom McArthur; Foreman: Jim Marshall
- Executrain with Lehrer, McGovern, Bovis; PM: Tom McArthur; Foreman: Thad Gerardi
- GPU Service with Barber Construction; PM: Tom McArthur; Foreman: Jim Marshall
- Career College Association with Barber Construction; PM: Tom McArthur

EMPLOYEE OF THE MONTH

Congratulations to Doris Benton and Jim Quinn for being selected as

our December Employee's of the Month.

Doris has recently transferred to the Service group from Construction. She has been a teamplayer since her arrival. Doris we really appreciate the extra hours you have been putting in along with your dedication.

Jim Quinn has been with the company since 1974, he primarily works on generator maintenance and fire alarm. Jim was involved in the recent Rosecroft project. This project had up to 10 men and required many hours of overtime. He is always ready for the next project and continually calls the office with leads for future work. Thank you Jim!!

NEW ARRIVAL

Congratulations to Janet and Ricky Miller on the birth of their second child, Lauren Michelle. Lauren was born December 16th at 8:55p.m., weighing in at 6lb. 10oz. Baby and mom are doing well.

CHRISTMAS PARTY UPDATE

Date: December 21, 1991

Time: 7:30p.m. until 12:00a.m.

Place: 7915 Malcolm Road, 4th floor, Clinton, Md.

Dress: Men (dress slacks and ties, jackets optional); Ladies (dress slacks or dresses); No Jeans

Menu: roast beef, ham, meatballs, chicken wings, soda's, beer and wine coolers provided by the company. Office: appetizers; Construction Field: deserts; Service Field: veggies/starch. All leftovers will be given away at the end of the evening, so if you would like to take something home with you make sure you bring your tupperware, etc.

Prizes: universal gym set, ultimate couch potato chair, and many more.

EMPLOYEE SPOTLIGHT

We recently received a memorandum from the International Business Machines Corporation commending Marty Lang and Kevin Hunt for the outstanding job they did assisting IBM in preparing the power requirements for Intelsat. Mona Electric is very proud to receive this type of recognition on our employees. This type of dedication and commitment is what it is going to take to succeed in the 90's. Again, congratulations to both of you.

HOLIDAY SCHEDULE

Christmas: Both the field and office will be closed from noon on Christmas Eve (work until noon and get paid for 8 hours -this is our Christmas gift to you) 12/24 through Christmas Day.

New Years: Both the field and office will work a full day New Year's Eve and will be closed New Year's Day.

We hope everyone will have a happy, and especially safe holiday. Please, no partying, drinking or other unsafe activities during working hours. We need everyone's full attention and productivity. EOE