MILITARY FAMILY LEAVE POLICY FOR INDIANA TEAM MEMBERS

Purpose

To provide team members who have immediate family members in the military with a general description of their rights under the Indiana Military Family Leave Act.

Scope

This Policy applies to all eligible team members (as defined below) of McWane, Inc., and its divisions and subsidiaries ("McWane" or "Company") at Company locations in Indiana.

Policy Statement

Pursuant to the Indiana Military Family Leave Act, each eligible team member in Indiana is entitled to take up to ten (10) days of unpaid, job-protected leave per calendar year in conjunction with the active duty of a family member in the armed forces. The purpose of this Policy is to give these team members time to spend with their loved ones before, during or following a period of active duty.

Eligibility

A team member in Indiana is eligible for military family leave under this policy only if: (1) he/she has been continuously employed by the Company for at least twelve (12) months; (2) he/she has worked at least 1,500 hours during the most recent 12-month period prior to the commencement of the requested leave; and (3) he/she is the spouse, parent, grandparent, child or sibling of a family member who is ordered to full-time active duty of at least ninety (90) days in any of the armed forces of the United States or the National Guard.

Length and Timing of Leave

The total amount of family military leave that a team member may take during any given calendar year is ten (10) days. There is no carryover of unused days to the following year.

An eligible team member may take unpaid military family leave: (1) during the 30-day period before active duty orders of the family member are in effect; (2) during a period in which the family member ordered to active duty is on leave and while the active duty orders are in effect; and (3) during the 30-day period after the active duty orders of the family member are terminated. A team member must substitute any earned paid vacation leave, personal leave or other paid leave, except for paid medical or sick leave, available to him/her for any otherwise unpaid military family leave.

Requests for Leave

A team member intending to take military family leave must provide written notice of the date he/she desires the leave to begin, including a copy of the active duty orders if available, to the local Human

Resources Department. This notice must be given at least thirty (30) days before the commencement of the leave. However, if the active duty orders of the family member are issued less than thirty (30) days before the date the requested leave is to begin, the team member must provide notice of the leave as soon as possible. Failure to provide notice, as described in this Policy, may result in denial of leave. The Company may require the team member to provide verification of eligibility for the leave. If a team member fails to provide verification of eligibility or proper notice for the leave within the time required by the Company, any absences will be considered unexcused.

Benefits During Leave

A team member taking military family leave will continue to receive applicable health care benefits, such as health coverage, prescription drug coverage, vision and dental care or any other health related benefits.

Restoration to Position

Generally, an eligible team member returning from family military leave will be returned to the job or position that he/she held prior to the leave. At its option, the Company may also place the team member in an equivalent position with equivalent benefits, pay and other terms and conditions of employment. Exceptions to a team member's restoration rights will include, but not be limited to, changes in the work force, such as reductions in force, layoffs or elimination of positions/departments such that there is no position to which the team member would be entitled if the team member had not taken the leave.

Coordination with Family and Medical Leave

To the extent a leave under this policy also qualifies for leave under the Family and Medical Leave Act, those leaves will run concurrently.

Questions

Questions regarding this Policy should be directed to your local Human Resources representative.

McWane reserves the right to modify, amend, supplement or replace this Policy at any time with or without prior notice.