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|  | <b>Human Resource Policy<br/>Employee Relations &amp;<br/>Workplace Expectations</b> | <b>No. HR.ERW.22<sup>1</sup></b>                       |
|   | <b>Title:</b><br><br><b>SECURITY INSPECTION</b>                                      | <b>Page: 1 of 2</b>                                    |
|   |  | <b>Effective Date: 09-27-11</b>                        |
|   |  | <b>Previous Versions Dated: 01-01-96;<br/>01-01-93</b> |
|   |  | <b>Corporate Review Dated: 07-17-19</b>                |

## **I. SCOPE:**

This policy applies to (1) Tenet Healthcare Corporation and its wholly-owned subsidiaries and affiliates (each, an “Affiliate”); (2) any other entity or organization in which Tenet Healthcare Corporation or an Affiliate owns a direct or indirect equity interest greater than 50%; and (3) any hospital or healthcare facility in which Tenet Healthcare Corporation or an Affiliate either manages or controls the day-to-day operations of the facility (each, a “Tenet Facility”) (collectively, “Tenet”).

## **II. PURPOSE:**

The purpose of this policy is to provide supervisors with appropriate guidelines regarding Tenet’s intent to provide security for its property, its employees, and authorized visitors to its premises.

## **III. POLICY:**

It is the policy of Tenet to maintain a work environment that is free of illegal drugs, alcohol, firearms, explosives, or other improper materials. In administering this policy, Tenet prohibits the possession, transfer, sale, or use of such materials on its premises. Tenet requires the cooperation of all employees in administering this policy.

Desks, lockers, and other storage devices may be provided for the convenience of employees but remains the sole property of Tenet. Accordingly, they, as well as any articles found within them, may be inspected by any agent or representative of Tenet at any time, either with or without prior notice.


Tenet likewise wishes to discourage theft or unauthorized possession of the property of employees, Tenet, visitors, and customers. To facilitate enforcement of this policy, Tenet or its representative may inspect not only desks and lockers but also persons entering and/or leaving the premises and any packages or other belongings. Any employee who wishes to avoid inspection of any articles or materials should not bring such items onto Tenet’s premises.

## **IV. PROCEDURE:**

### **A. Facility Human Resources**

1. Report any security violations or potential problems to the Security Department.
2. Assist the Security Department with any investigations pertaining to security matters.

<sup>1</sup>Prior to June 3, 2013, the policy number was HR-804.

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|   |  | <b>Effective Date: 09-27-11</b>                        |
|   |  | <b>Retires Policy Dated: 04-01-10</b>                  |
|   |  | <b>Previous Versions Dated: 01-01-96;<br/>01-01-93</b> |

**B. Supervisor/Manager**

1. Report any security violations or potential problems to the Security Department or the Human Resources Department.
2. Assist the Security Department and/or the Human Resources Department with any investigations pertaining to security matters.

**C. Employee**

1. Report any security violations or potential problems to the Security Department or the Human Resources Department.
2. Wear issued identification badges at all times while on the premises.

**D. Enforcement**

All employees whose responsibilities are affected by this policy are expected to be familiar with the basic procedures and responsibilities created by this policy. Failure to comply with this policy will be subject to appropriate performance management pursuant to all applicable policies and procedures, up to and including termination. Such performance management may also include modification of compensation, including any merit or discretionary compensation awards, as allowed by applicable law.