

Full Time Employment

Policy:

Regular full-time employees are Delos employees who are regularly scheduled to work (35) or more hours per week. Generally, they are eligible for the Company's paid time off allowance and benefit package, subject to the terms, conditions, and limitations of each benefit program.

Regular full - time employees are not permitted to work elsewhere during their employment at Delos, without the prior written consent of human resources, which will only be given in extraordinary circumstances. To avoid a conflict of interest, all other employees should not accept paid or unpaid employment with any business which is directly or indirectly in competition with Delos or with any company with which we conduct business. If you feel that other employment is justified, you must first review your situation with a supervisor or with human resources. In order to avoid any potential conflicts, you should inform your supervisor or human resources of any second jobs, financial interests in enterprises that do business with Delos or of any positions with Delos you may hold.