

### **Internet Access Policy**

AbleNet understands that temporary internet connection issues may occur for our remote staff. If a remote exempt employee experiences an internet issue or outage and they are unable to connect to their devices, they will be given up to two hours, once they alert their direct supervisor of the issue, to remedy the situation or find another location to temporarily use public internet until the issue is resolved. These two hours are provided with no penalty to the employee and without the need for them to use their PTO. However, should the issue exceed the two hours granted by AbleNet, and the employee is unable to find a secondary location to work for the day, the employee will need to use their PTO hours to make up the difference in time lost.